

DRAFT: August 29, 2013

MEMORANDUM FOR [Name of HEO/GSS-I Contact]

From: Timothy F. Trainor
Chief, Geography Division
U.S. Census Bureau

Subject: Census Bureau Community TIGER: Partner Data Preparation
Reference Document

The Community TIGER system is an online Geographic Information System (GIS) application offered by the Census Bureau in support of the Geographic Support System Initiative (GSS-I).

The Community TIGER system represents an alternative method of participating in the GSS-I by offering users a set of GIS and data management tools that are not available to participants who elect to deliver their address and geospatial data directly to the Census Bureau.

Attached to this memorandum is the *Community TIGER: Partner Data Preparation Reference Document*. This document provides participant instructions pertaining to using the Community TIGER system tools such as:

- Downloading and installing the Community TIGER partner toolbox.
- Data migration into the Local Government Data Model format.
- Data evaluation, standardization, validation and editing processes for the migrated data.
- File packaging for uploading into the Community TIGER system.

The Census Bureau estimates that it will take five (5) hours for each government user to review the attached reference document, and then load address and geospatial data into the Community TIGER system. Please send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: Paperwork Project 0607-0795, 4600 Silver Hill Road, Room 3K138, Washington, DC 20233, or you may e-mail comments to <paperwork@census.gov>; use "Paperwork Project 0607-0795" as the subject. The OMB Control Number for the GSS-I and Community TIGER system is 0607-0795. The expiration date for this Control Number is July 31, 2015.

Please direct any questions about this Reference Document or the Community TIGER system to Brian Timko. Mr. Timko is available via telephone by dialing 301-763-8954, or via e-mail at brian.kevin.timko@census.gov.

Attachment