

COTS

Correspondence and Oversight Tracking System

DMD Correspondence Clearance Sheet

Correspondence Identification

DMD Tracking number: DMD-03280
Title: 2020 Census FLD Tests to Automate FLD Data Collection Activities
Sender: Phil Lutz
Sender Agency:
Signature: N/A

Correspondence Dates

Incoming:
Received in DMD: 01/08/2013
Due to DMD: 01/15/2013
Due to CQAS:
Extended Due to CQAS:
Final Response Due to Sender: 01/15/2013

External Liaison Branch Details

Analyst: Kellie Mason

Subject Matter Experts Consulted

Jason Machowki, Frank Anderson, Phil Lutz

Brief Summary/Background

Submitted for review and approval is the attached Individual Request for Clearance (IRC) for operational tests to be conducted under the generic clearance for 2020 Census Field Tests to Automate Field Data Collection Activities (0607-0971).

Note - there is no respondent burden for activity. Census staff are collecting data in the public domain and so an IRC is needed.

Correspondence Approvals

Instruction: After you've completed your review, please place this package in the black container located outside work area 3H164. If you have any questions, please call the External Liaison Branch on ext. 33770.

1. Reviewer name: Melissa Creech

Initials/Date: *MLC 1/22/13*

Review after updates:

Comments:

2. Reviewer name: Maryann Chapin

Initials/Date: *MNC 1/16/13*

Review after updates:

Comments:

3. Reviewer name: James Dinwiddie

Initials/Date: *JD 1/22/13*

Review after updates: *N*

Comments: *N*

4. Reviewer name: Christa Jones

Initials/Date: *CJ 1/21/13*

Review after updates: *N*

Comments: *N*

5. Reviewer name: Burton Reist

Initials/Date: *BR 1/23/13*

Review after updates: *N*

Comments: *N*

6. Reviewer name: Frank Vitrano

Initials/Date: *FAV 1/24*

Review after updates: *N*

Comments: *N*

**2020 Census Field Tests to Automate Field Data Collection Activities
0607-0971, Individual Request for Clearance
January 2013**

Under the Generic Clearance for 2020 Census Field Test to Automate Field Data Collection Activities (OMB Control Number 0607-0971), the U.S. Census Bureau plans to perform field data collection activities with mobile computing devices. The Census Bureau is submitting this Individual Request for Clearance (IRC) to OMB for its review and approval to conduct tests of address listing tasks and quality control functions as described in the supporting statements for this generic clearance that OMB approved on October 31, 2012.

Background on the 2020 Census Field Tests to Automate Field Data Collection Activities

The purpose of this series of activities is to test quality control (QC) functions for the listing instrument on mobile computing devices in a field environment.

Each activity will focus on a particular aspect of data collection. The first activity, internally referred to as “Test 9”, will test the newly developed Listing and Mapping Application (LiMA) on different operating systems and devices. Next, a “Test 10” will use data collected in “Test 9” to test the LiMA Quality Control (QC) functions of the application. “Test 13” will be reserved for a QC Listing test if inconclusive data were obtained from “Test 10” or if there is additional functionality built into the QC Listing application that can be tested. The decision to conduct “Test 13” will be made at the conclusion of “Test 10.”

Procedures for Data Collection

The primary purpose of the test is to complete scripted scenarios provided by the Improving Quality Control research project team. Other types of assignments may include ad hoc testing and listing the block “ground to list,” which is the current listing procedure. Staff will collect address and location data. These data can include: house numbers, street names, apartment/unit numbers, ZIP code, location/physical description, subdivision name, building name/building ID, manual mapspot (relative location where the lister thinks the unit is on the ground), and Global Positioning System (GPS) mapspot (GPS coordinate of the unit and/or GPS coordinate of the lister when they collect the manual mapspot). Other information collected can include address status (housing unit, uninhabitable, group quarters, does not exist, etc.) and structure type (single-family home, multi-unit structure, boat, etc.). In theory, staff could collect Post Office Box and Rural Route addresses, if any are observed or included in a scripted scenario.

Staff for the test will consist of current employees from Census Bureau Headquarters, primarily from the Automating Field Activities and the Improving Quality Control research project teams. There will be up to 12 employees needed for each test. All data collected will be held in strict confidence according to the provisions of Title 13 United States Code, Section 9.

Testers will use hand held mobile computing devices loaded with the LiMA developed for iOS, Android, and Windows operating systems. Devices will include one or more of the following - the Android tablet, Android phone, iPad, iPhone, and the Windows tablet.

Census blocks containing different types of housing units will be selected. For these tests, a census block will be an assignment area. Each tester will receive a minimum of three assignment areas for different types of testing. Testers will use devices to update addresses and collect GPS coordinates by observation or by scripted scenarios. Staff will display their Census Bureau credential while conducting the test. *Testers will not initiate contact with the public to collect data for these tests.*

The census blocks selected for the test will be in Fairfax County, Virginia. The size of each test is as follows:

- Test 9 will select approximately 1800 Housing Units (HUs).
- Test 10 will select approximately 720 HUs from the housing units in Test 9. HUs from each block will be sampled for a Dependent Quality Control Check (DQC). A DQC is designed to evaluate the work done for each assignment area. The job of a QC lister during a DQC is to compare address list information already collected in the field (in this case, information collected in Test 9) to what he or she is able to find on the ground. For each assignment area, a QC lister checks a sample of addresses beginning with a randomly selected address. Sample sizes are based on the number of addresses in an assignment area.
- If Test 13 is needed, approximately 360 HUs will be selected.

Estimate of Burden Hours

There is no expected respondent burden during these activities. Households and individuals will not be contacted.

Project Schedule

Below are key dates and milestones for Tests 9-13:

Task Name	Duration	Start	Finish
Testing			
Test 9 – Listing	5 days	Mon 3/4/13	Fri 3/8/13
Test 10 - QC Listing	5 days	Mon 3/18/13	Fri 3/22/13
Go/No Go Decision for Test 13	1 day	Thurs 4/4/13	Thurs 4/4/13
Test 13 – Listing/ Dependent Quality control (as needed)	5 days	Mon 5/13/13	Fri 5/17/13
Output			
Provide Listing & QC Listing Output Data to the IQC Research Project team.	26 days	Mon 3/4/13	Mon 4/8/13

Cost to Federal Government

The estimated cost to the Federal Government to conduct these activities is less than \$1,000 to cover local travel expenses for the testers. All other costs such as salary, software programming, and device procurement are included in the 2020 Census Research budget. The Census Bureau is the only agency bearing this cost.

Contacts for Data Collection

For questions on the design or implementation of the data collection described above, please contact Jason Machowski (301-763-4173 or jason.d.machowski@census.gov) of the Decennial Management Division or Frank Anderson (301-763-9179 or francis.anderson@census.gov) of the Decennial Statistical Studies Division at the Census Bureau.