

## **BAS-4I BAS Response Methods Guide**

### **Boundary and Annexation Survey (BAS) Response Methods**

#### **Digital BAS**

##### **Commercial GIS**

The U.S. Census Bureau designed its Digital BAS program to accept digital spatial updates from its BAS participants. Those participants with an established geographic information system (GIS), who have GIS experience have the option to use their own GIS software to create and submit spatial updates to the Census Bureau. The Census Bureau does require that all its participants using the 'Commercial GIS' option use and render Census Bureau supplied spatial data (currently ESRI Shapefiles) for all their updates. This ensures that all participants are on the same spatial base as the Census Bureau. The Census Bureau Digital BAS guidelines contain all the information that is needed to guarantee a smooth update process. Participants can download shapefiles and instructions from the BAS Web site at: <http://www.census.gov/geo/partnerships/bas.html>.

##### **Geographic Update Partnership Software (GUPS)**

GUPS is a Census Bureau provided customized GIS application that enables participants, without GIS software, or limited GIS skills, the ability to participate digitally in the BAS. GUPS is similar to the 'Commercial GIS' option, but contains built-in BAS-specific tools that allow participants to quickly and accurately make spatial and attribute updates as well as package their submission into a standardized format. These features make the GUPS the Census Bureau's preferred method for digital participation in the BAS. Those participants that are interested in a quick and accurate way to update their entity should consider using it for the upcoming BAS. GUPS participants can request the software and shapefiles on the Annual Response form at: [http://www.census.gov/geo/partnerships/bas/bas\\_ar\\_form.html](http://www.census.gov/geo/partnerships/bas/bas_ar_form.html).

#### **Paper BAS**

Paper BAS is designed for participants who prefer to update their boundary and attribute information on paper maps. In order to reduce the cost of the BAS, the Census Bureau requests that participants view their boundaries online at: <http://www.census.gov/geo/partnerships/bas.html> prior to requesting paper maps needed to complete the survey. Paper BAS participants can select specific map sheets that require updates on the Annual Response form at: [http://www.census.gov/geo/partnerships/bas/bas\\_ar\\_form.html](http://www.census.gov/geo/partnerships/bas/bas_ar_form.html).

## **A Note on the Paperwork Reduction Act**

Paperwork Reduction Act (PRA) Statement:

A federal agency may not conduct or sponsor, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. This collection is voluntary. The authority for conducting this collection comes from Title 13 U.S.C, Section 6.

The OMB Control Number for this information collection is 0607-0151. Public reporting for this collection of information is estimated to be approximately 2 hours per response, including the time for reviewing instructions, completing and reviewing the collection of information.

Comments concerning the accuracy of this burden and suggestions for reducing the burden should be directed to: Paperwork Reduction 0607-0151, United States Census Bureau, 4600 Silver Hill Road, Room 3K138, Washington, DC 20233. You may email comments to [paperwork@census.gov](mailto:paperwork@census.gov); use "Paperwork Project 0607-0151" as the subject.