

ASPEP-AR-L1
(01-30-2020)



UNITED STATES DEPARTMENT OF COMMERCE
U.S. Census Bureau
Office of the Director
Washington, DC 20233-0001

A Message from the Director, U.S. Census Bureau:

We request your participation with the **2020 Annual Survey of Public Employment & Payroll**. This survey is the only source of comprehensive information on the employment and payroll for state and local governments in the United States. The information collected serves as an integral part of the foundation for developing national economic and public policy by measuring public activity.

Please complete the survey for the pay periods that include March 12, 2020 by uploading and submitting a data file, using the information below. Keep this letter for future reference:

Website:

User ID:

Password:

Due Date:

We estimate this survey will take an average of 10 minutes to 15 hours to complete. Information about the authority, confidentiality, and burden of this data collection can be found on the back of this letter.

For assistance with completing this survey, visit us online at the website above, or contact the Employment Statistics Branch at 1-800-642-4901 or ewd.employment.survey@census.gov, Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern time.

Thank you in advance for your time and participation, and for helping the U.S. Census Bureau measure America's people and economy.

Sincerely,

Steven D. Dillingham
Director

OMB Number

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0452 and appears in the top right corner of each reporting screen. Without this approval, we could not conduct this survey.

Authority and Confidentiality

Title 13, United States Code, Sections 161 and 182, authorizes the U.S. Census Bureau to conduct this collection and request your voluntary assistance. These data are subject to provisions of Title 13, United States Code, Section 9(b), which exempts data that are customarily provided in public records from rules of confidentiality.

Burden Estimate Statement

We estimate the Annual Survey of Public Employment & Payroll will take an average of 10 minutes to 15 hours to complete, including the time to review instructions, search existing data sources, gather and maintain the data needed, and complete and review the survey.

ASPEP-E15-L1
(Draft)



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U.S. Census Bureau
Washington, DC 20233-0001
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A Message from the Director, U.S. Census Bureau:

We request your cooperation with the **2019 Annual Survey of Public Employment & Payroll**. This survey is the only source of comprehensive information on the employment and payroll for state and local governments in the United States. The information collected serves as an integral part of the foundation for developing national economic and public policy by measuring public activity.

Enclosed are separate survey letters for specific activities performed by this agency.

Complete each survey for the employees engaged in the activities described in the address label for the pay periods that include March 12, 2019.

We estimate these surveys will take between 10 minutes to 15 hours to complete, with an average of 50 minutes. Information about the authority, confidentiality, and burden of this data collection can be found on the back of this letter.

For assistance with completing these surveys, please call our customer help line at 1-800-832-2839, Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern time.

Thank you in advance for your time and cooperation, and for helping the U.S. Census Bureau measure America's people, places, and economy. Your response makes a difference.

Sincerely,

Steven D. Dillingham
Director

Enclosures

ASPEP-E15-L1

(Draft)

OMB Number

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0585 and appears in the top right corner of the log-in screen. Without this approval, we could not conduct this survey.

Authority and Confidentiality

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Burden Estimate Statement

We estimate these surveys will take between 10 minutes to 15 hours to complete, with an average of 50 minutes, including the time to review instructions, search existing data sources, gather and maintain the data needed, and complete and review the survey.

ASPEP-E15-L1R
(Draft)



UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau
Washington, DC 20233-0001

DUE DATE REMINDER

Recently, the U.S. Census Bureau mailed you a letter asking you to complete the **2019 Annual Survey of Public Employment & Payroll**. If you have submitted your survey in the past few weeks, **thank you**. If you have not yet reported, please do so before the due date noted on the Director's letter.

Enclosed are separate survey letters for specific activities performed by this agency.

Complete each survey for the employees engaged in the activities described in the address label for the pay periods that include March 12, 2019.

Thank you in advance for your time and cooperation, and for helping the U.S. Census Bureau measure America's people, places, and economy. Your response makes a difference.

Sincerely,

A handwritten signature in black ink that reads "Kimberly P. Moore".

Kimberly P. Moore
Chief, Economy-Wide Statistics Division
U.S. Census Bureau

Enclosures

ASPEP-E15-L2
(Draft)



UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau
Washington, DC 20233-0001

PAST DUE NOTICE

Our records indicate that we have not received your **2019 Annual Survey of Public Employment & Payroll**.

Enclosed are separate survey letters for specific activities performed by this agency.

Complete each survey for the employees engaged in the activities described in the address label for the pay periods that include March 12, 2019.

For assistance with completing this survey, please call us on 1-800-832-2839, Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern time.

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Kimberly P. Moore
Chief, Economy-Wide Statistics Division
U.S. Census Bureau

Enclosures

Attachment 4

ASPEP-FLYER
(02/07/2018)

Attention!

Please be sure to include all paid elected or appointed officials on this online survey.

- If you have a mayor, clerk, treasurer, trustee, or board member that is paid a small amount annually or on a per-meeting basis, report them on this online survey.
- These elected or appointed employees should be reported in Section A. CENTRAL GOVERNMENT ADMINISTRATION in either 1. Financial administration or 2. Central administration.

A. Central Government Administration

3. For each applicable pay period that includes March 12, 2018, what were the TOTAL number of employees and TOTAL gross amounts for both full-time and part-time employees? Please also report the number of part-time hours paid for each applicable period with part-time employees.

[Show Instructions](#)

Payroll Codes
W = Weekly; B = Bi-Weekly; T = Twice a Month; M = Monthly; Q = Quarterly; S = Semi-Annually; A = Annually

1. Financial administration

Include

- Employees of treasurer's, auditor's, or comptroller's office
- Tax assessment, tax billing and collection employees

If you need assistance with your response, please contact us by phone at 1-800-832-2839 Monday through Friday, 8 a.m. and 5 p.m. Eastern time.

Thank you for participation in the 2018 Annual Survey of Public Employment & Payroll. The Census Bureau appreciates your help.

ASPEP-L1
(Draft)



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ASPEP-L1R
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Website:

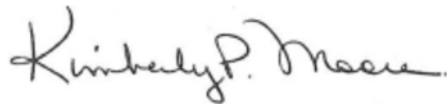
User ID:

Password:

Due Date:

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Sincerely,



Kimberly P. Moore
Chief, Economy-Wide Statistics Division
U.S. Census Bureau

ASPEP-L2
(Draft)



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Economics and Statistics Administration
U.S. Census Bureau
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Kimberly P. Moore
Chief, Economy-Wide Statistics Division
U.S. Census Bureau