

July 22, 2020

MEMORANDUM FOR : Reviewer of 1220-0163

FROM : Robert Cage, Assistant Commissioner
Division of Consumer Prices and Price Indexes (DCPPI)

SUBJECT : Nonsubstantive change request for the
CPI Housing Survey Questions (1220-0163)

The CPI Housing Survey seeks OMB approval for August 2020 use of proposed changes to its rent questions, new leasing questions, and some updates to interviewer instructions. The next scheduled housing computer assisted data collection (CADDC) collection instrument (CI) software update is in August 2020.

The OMB package approved on May 8, 2019 included information regarding changes specifically to the wording of some of the rent questions and the leasing questions and as per the terms of clearance below, BLS is requesting final approval of those questions.

Prior to implementing the proposed changes noted in Attachment XI on the Consumer Price Index Housing Survey, BLS will submit to OMB for review via a nonsubstantive change request the final versions of the proposed changes. This request will outline the final proposed changes (noting any revisions compared to those in Attachment XI), and will include reasons for the proposed changes and explanation and results of any testing of the changes that has occurred.

The proposed changes to the rent and lease questions will bring clarity to wording of questions and response options as well as provide the program with greater insight into the reasons for rent price change.

The Office of Survey Methods Research (OSMR) cognitively tested suggested changes to the leasing questions prior to the OMB package referenced above and was subsequently involved in discussions regarding final changes made to these and other questions. The Office of Field Operations (OFO) and DCPPI also provided wording for some of the other questions/instructions in order to provide clarity and/or useful information for field staff and respondents. Thus, all of the proposed wordings in this change request are recommended by OSMR, OFO, and/or DCPPI.

The proposed changes to the CPI housing survey questions are listed in *Appendix 1.A – Changes to CPI Housing Survey* [updated version of Attachment XI in the May 8, 2019 OMB approval package] and the supplemental *Appendix 1.B - Changes to Leasing Questions in the CPI Housing Survey* of this memo.

We do not expect the proposed CPI housing survey questions will have any significant effect on respondent burden.

The CPI Housing Survey is also seeking to make a minor modification to the already approved pre-screening letter and introduce a new pre-screening letter. The word 'owner' was replaced with 'landlord' to maintain consistency with the Housing survey questions.

The new pre-screening letter is based on the currently-approved letter and would be sent in its place and only to sampled addresses in areas with large numbers of short-term seasonal rental properties such as beach communities, and lake and resort-type areas. These letters are used to help screen out ineligible housing units from the sample to reduce both respondent burden and data collection costs. The pre-screening letters are listed in *Appendix 1.C – Modified and New CPI Housing Prescreening Letters*.

As has been our past practice, but especially now, during the COVID-19 pandemic, the top priority of the CPI program is the health, safety, and well-being of all staff. In an effort to ensure the safety of data collection staff, personal visit data collection for the CPI Housing survey has been suspended and personal visit collection burden has been reduced to zero. Data collection activities are being conducted via telephone and email. We will partner with our respondents to determine how we transition back to personal visit collection which we expect will occur on a state-specific basis.

If you have any questions about this request, please contact Robert Cage at 202-691-6959 or e-mail at Cage.Rob@bls.gov or Paul Liegey at 202-691-5394 or e-mail at Liegey.Paul@bls.gov.

APPENDIX 1.A: Changes to CPI Housing Survey (updated version of Attachment XI in May 8, 2019 OMB Approval Package)

Description	Current Wording (in production)	Proposed Wording (some text highlighted to clearly show change)	Screen Shot Id(s)
<p>OBSERVATION: TYPE OF STRUCTURE SCREEN - Modification of Structure Type List</p> <p><i>[Previously approved by OMB on 11-17-2017 but not yet deployed]</i></p>	<p>Select type of structure from the following list:</p> <p>SINGLE DETACHED SINGLE ATTACHED MOBILE HOME TRAILER MULTI-UNIT WITH ELEVATOR MULTI-UNIT WITHOUT ELEVATOR OTHER-SPECIFY</p>	<p>Select type of structure from the following list:</p> <p>SINGLE DETACHED SINGLE ATTACHED MOBILE HOME TRAILER MULTI, 2 UNITS MULTI, 3 to 4 UNITS MULTI, 5 to 9 UNITS MULTI, 10 to 19 UNITS MULTI, 20 to 49 UNITS MULTI, 50 or MORE UNITS OTHER-SPECIFY</p>	<p>S-1 S-3</p>
<p>OBSERVATION: TYPE OF STRUCTURE SCREEN - Addition of Elevator Question</p> <p><i>{Previously approved by OMB on 11-17-2017 but not yet deployed; DON'T KNOW option added since then}</i></p>	<p><i>Not Currently in Production</i></p>	<p>Does this type of structure have an elevator? YES NO DON'T KNOW</p> <p><i>[Note: The Elevator question is only asked if the type of structure is one of the 'MULTI, ...' options or 'OTHER-SPECIFY' option]</i></p>	<p>S-2 S-3</p>
<p>OBSERVATION: ELIGIBILITY SCREEN - Addition of 'Affordable Housing With Unit Based Subsidy' Option Near the End of the Ineligibility List</p> <p><i>[NOT INCLUDED in 2019 OMB Attachment XI; Reason for Change - Request from OFO and DCPPI for clarity]</i></p>	<p>*COLLEGE DORMITORY CONVENT, MONASTERY, RELIGIOUS GROUP RESIDENCE *CORRECTIONAL INSTITUTION FARM WITH INCOME FROM MORE THAN 10 ACRES FRATERNITY OR SORORITY HOUSE HALFWAY HOUSE *HOSPITAL *LICENSED NURSING HOME *MENTAL INSTITUTION MIGRATORY WORKER HOME MILITARY HOUSING ON A BASE OR FORT MOTOR HOME</p>	<p>*COLLEGE DORMITORY CONVENT, MONASTERY, RELIGIOUS GROUP RESIDENCE *CORRECTIONAL INSTITUTION FARM WITH INCOME FROM MORE THAN 10 ACRES FRATERNITY OR SORORITY HOUSE HALFWAY HOUSE *HOSPITAL *LICENSED NURSING HOME *MENTAL INSTITUTION MIGRATORY WORKER HOME MILITARY HOUSING ON A BASE OR FORT MOTOR HOME</p>	<p>S-4</p>

APPENDIX 1.A: Changes to CPI Housing Survey (updated version of Attachment XI in May 8, 2019 OMB Approval Package)

Description	Current Wording (in production)	Proposed Wording (some text highlighted to clearly show change)	Screen Shot Id(s)																																
	MOBILE HOME NOT ON PERM. FOUNDATION OR BLOCKS PUBLIC HOUSING SEASONAL UNIT SHIP OR HOUSE BOAT NOT PERM. ANCHORED UNIT BUILT ON DISPLAY LOT FOR ADVERTISING ONLY *INSTITUTIONAL ASSISTED LIVING BUILDINGS OTHER	MOBILE HOME NOT ON PERM. FOUNDATION OR BLOCKS PUBLIC HOUSING SEASONAL UNIT SHIP OR HOUSE BOAT NOT PERM. ANCHORED UNIT BUILT ON DISPLAY LOT FOR ADVERTISING ONLY *INSTITUTIONAL ASSISTED LIVING BUILDINGS AFFORDABLE HOUSING WITH UNIT BASED SUBSIDY OTHER																																	
<p>OBSERVATION: PUBLIC HOUSING SCREEN - Updated Wording on Definition Window</p> <p><i>[NOT INCLUDED in 2019 OMB Attachment XI; Reason for Change - Request from OFO and DCPPI for clarity; same for RESPONDENT: PUBLIC HOUSING SCREEN below]</i></p>	<p>PUBLIC HOUSING - Housing units which are subsidized and owned or operated by a Federal, State, City, or other government agency. Rent paid by the occupant is usually based on income and the additional rental cost covered by the government agency.</p> <p>Housing units that are covered by government rent assistance programs (subsidized housing such as Section 8 Housing) are eligible for inclusion in the Housing Survey.</p>	<p>PUBLIC HOUSING - Housing units which are subsidized and owned or operated by a Federal, State, City, or other government agency. Rent paid by the occupant is usually based on income and the additional rental cost is covered by the government agency.</p> <p><i>[Note: In addition to the word 'is' inserted above, the second paragraph was removed.]</i></p>	S-5																																
<p>RESPONDENT: PUBLIC HOUSING SCREEN - Updated Wording on Definition Window</p>	<p><i>Same as OBSERVATION: PUBLIC HOUSING SCREEN above</i></p>	<p><i>Same as OBSERVATION: PUBLIC HOUSING SCREEN above</i></p>	S-6																																
<p>WHEN BUILT SCREEN - Addition of '2020 - 2029' to "Select Decade" and "Select Year" Lists</p> <p><i>[NOT INCLUDED in 2019 OMB Attachment XI; Reason for Change - Request from OFO to include current decade]</i></p>	<table border="0"> <tr> <td>Select Decade</td> <td>Select Year</td> </tr> <tr> <td>Before 1900</td> <td><i>(individual years displayed based on selected decade)</i></td> </tr> <tr> <td>1900 - 1909</td> <td></td> </tr> <tr> <td>1910 - 1919</td> <td></td> </tr> <tr> <td>1920 - 1929</td> <td></td> </tr> <tr> <td>1930 - 1939</td> <td></td> </tr> <tr> <td>1940 - 1949</td> <td></td> </tr> <tr> <td>1950 - 1959</td> <td></td> </tr> </table>	Select Decade	Select Year	Before 1900	<i>(individual years displayed based on selected decade)</i>	1900 - 1909		1910 - 1919		1920 - 1929		1930 - 1939		1940 - 1949		1950 - 1959		<table border="0"> <tr> <td>Select Decade</td> <td>Select Year</td> </tr> <tr> <td>Before 1900</td> <td>2020</td> </tr> <tr> <td>1900 - 1909</td> <td>2021</td> </tr> <tr> <td>1910 - 1919</td> <td>2022</td> </tr> <tr> <td>1920 - 1929</td> <td>2023</td> </tr> <tr> <td>1930 - 1939</td> <td>2024</td> </tr> <tr> <td>1940 - 1949</td> <td>2025</td> </tr> <tr> <td>1950 - 1959</td> <td>2026</td> </tr> </table>	Select Decade	Select Year	Before 1900	2020	1900 - 1909	2021	1910 - 1919	2022	1920 - 1929	2023	1930 - 1939	2024	1940 - 1949	2025	1950 - 1959	2026	S-7
Select Decade	Select Year																																		
Before 1900	<i>(individual years displayed based on selected decade)</i>																																		
1900 - 1909																																			
1910 - 1919																																			
1920 - 1929																																			
1930 - 1939																																			
1940 - 1949																																			
1950 - 1959																																			
Select Decade	Select Year																																		
Before 1900	2020																																		
1900 - 1909	2021																																		
1910 - 1919	2022																																		
1920 - 1929	2023																																		
1930 - 1939	2024																																		
1940 - 1949	2025																																		
1950 - 1959	2026																																		

APPENDIX 1.A: Changes to CPI Housing Survey (updated version of Attachment XI in May 8, 2019 OMB Approval Package)

Description	Current Wording (in production)	Proposed Wording (some text highlighted to clearly show change)	Screen Shot Id(s)
	1960 - 1969 1970 - 1979 1980 - 1989 1990 - 1999 2000 - 2009 2010 - 2019	1960 - 1969 1970 - 1979 1980 - 1989 1990 - 1999 2000 - 2009 2010 - 2019 2020 - 2029 2027 2028 2029 DK	
<p>LEASE SCREEN - Standard Questions</p> <p><i>[INCLUDED in 2019 OMB Attachment XI. However, some modifications were made since then via OSMR/OFO/DCPPI]</i></p>	<p>Not Currently in Production</p>	<p>SEE APPENDIX 1.B</p> <p><i>[Changes since 2019 OMB Attachment XI are highlighted in yellow in the appendix]</i></p>	<p>S-8 S-9 S-10 S-11</p>
<p>LEASE SCREEN - Follow-up Questions</p> <p><i>[INCLUDED in 2019 OMB Attachment XI. However, some modifications were made since then via OSMR/OFO/DCPPI]</i></p>	<p>Not Currently in Production</p>	<p>SEE APPENDIX 1.B</p> <p><i>[Changes since 2019 OMB Attachment XI are highlighted in yellow in the appendix]</i></p>	<p>S-12 S-13 S-14 S-15</p>
<p>LEASE SCREEN - Definition Window</p> <p><i>[NOT INCLUDED in 2019 OMB Attachment XI; Reason for Change - Request from OSMR/OFO/DCPPI to provide useful information for the field staff]</i></p>	<p>Not Currently in Production</p>	<p>MONTH-TO-MONTH LEASE -</p> <p>Month-to-month leases are verbal or written rental agreements that are automatically renewed each month until ended by either the tenant (renter) or the owner (landlord). Month-to-month rental agreements give flexibility to both renters and landlords. For landlords, month-to-month leases allow them to change the rent and control who occupies the property. Renters have the flexibility to move out on short notice.</p> <p>NO LEASE AGREEMENT -</p> <p>No Lease Agreement, also known as tenancy or estate at will, allows a tenant (renter) to stay at the property for an unspecified length</p>	<p>S-16</p>

APPENDIX 1.A: Changes to CPI Housing Survey (updated version of Attachment XI in May 8, 2019 OMB Approval Package)

Description	Current Wording (in production)	Proposed Wording (some text highlighted to clearly show change)	Screen Shot Id(s)
		of time, without an oral or written agreement, and the tenancy can be ended by either the tenant or the owner (landlord).	
<p>LEASE SCREEN - Warning Message Window - Lease End Date Less Than Current Collection Period [Lease Not Active]</p> <p><i>[NOT INCLUDED in 2019 OMB Attachment XI; Reason for Change - Request from OFO and DCPPI for clarity]</i></p>	Not Currently in Production	Display window that states: “The lease agreement has ended based on the length and start date provided. Please update the lease length or start date or explain the situation in a field message”	S-17
<p>LEASE SCREEN - Warning Message Window - Lease Start Date Less Than the Move-in Date</p> <p><i>[NOT INCLUDED in 2019 OMB Attachment XI; Reason for Change - Request from OFO and DCPPI for clarity]</i></p>	Not Currently in Production	Display window that states: “The start of the lease agreement provided is before the actual move-in date. Please update the lease start date or explain the situation in a field message”	S-18
<p>LEASE SCREEN LEASE SCREEN - Warning Message Window - Lease Start Date Less Than the Previous Lease End Date</p> <p><i>[NOT INCLUDED in 2019 OMB Attachment XI; Reason for Change - Request from OFO and DCPPI for clarity]</i></p>	Not Currently in Production	Display window that states: “The lease start date provided is before the month that the current lease agreement was scheduled to end. Please update the lease start date or explain the situation in a field message”	S-19
<p>RENT POD SCREEN - Rental Period - Change ‘Daily’ to ‘Number of Days’</p> <p><i>[INCLUDED in 2019 OMB Attachment XI; no changes]</i></p>	<p>What period of time does that rent cover?</p> <p>One Month Two Weeks One Week Daily</p>	<p>What period of time does that rent cover?</p> <p>One Month Two Weeks One Week Number of Days</p>	S-20
<p>RENT POD SCREEN - Subsidy Wording</p> <p><i>[INCLUDED in 2019 OMB Attachment XI; no changes]</i></p>	<p>SUBSIDY</p> <p>Was the rent lowered because the landlord received a subsidy from a government program such as Section 8?</p>	<p>SUBSIDY</p> <p>Is the rent lower because the landlord receives a subsidy from a government program such as Section 8?</p>	S-21

APPENDIX 1.A: Changes to CPI Housing Survey (updated version of Attachment XI in May 8, 2019 OMB Approval Package)

Description	Current Wording (in production)	Proposed Wording (some text highlighted to clearly show change)	Screen Shot Id(s)
<p>RENT POD SCREEN - Work Reduction Wording</p> <p><i>[INCLUDED in 2019 OMB Attachment XI; no changes]</i></p>	<p>WORK REDUCTION</p> <p>Was the rent lowered because someone did work for the landlord?</p>	<p>WORK REDUCTION</p> <p>Is the rent lower because someone did work for the landlord?</p>	S-22
<p>RENT POD SCREEN - Display Previous Respondent Information on T-6 Verification Window</p> <p><i>[NOT INCLUDED in 2019 OMB Attachment XI; Reason for Change - Request from OFO to facilitate reference for the field staff]</i></p>	<p>Displays the following text:</p> <p>In <month and year of last collection></p> <p>For example: In July 1998</p>	<p>Display the following text starting with 'RESP' to the right of the text " In <month and year of last collection":</p> <p>In <month and year of last collection> *RESP : <previous respondent type> <Same/Different></p> <p>For example: In July 1998 RESP: Manager (Same) In July 1998 RESP: Auth Rep (Different)</p>	S-23
<p>UNIT OCCUPANT SCREEN - Move-in Date Window Wording</p> <p><i>[NOT INCLUDED in 2019 OMB Attachment XI; Reason for Change - Request from OFO for clarity]</i></p>	<p>The question in the Move-in Date window only shows if the 'Different' radio button is selected:</p> <p>When did the person, who has lived in this <apartment/house> the longest, move in?</p>	<p>If the "Same" radiobutton is selected and there is a previous Move-in Date, display the following parenthetical, instructional text on the Move-in Date window: *** (If necessary, please update the Move-In Date for this occupant) ***</p> <p>If the "Different" radiobutton is selected OR the "Same" radiobutton is selected but there is no previous Move-in Date, continue to show the question currently in production: When did the person, who has lived in this <apartment/house> the longest, move in?</p>	S-24 S-25
<p>UNIT FACESHEET - Structure Type</p> <p><i>[Previously approved by OMB but not yet deployed; the Unit Facesheet reflects the similar Structure Type List for the Observation: Type of Structure Screen with a few modifications, highlighted in the text to the right]</i></p>	<p>STRUCTURE TYPE</p> <p>SINGLE DETACHED SINGLE ATTACHED MOBILE HOME TRAILER MULTI-UNIT WITH ELEVATOR MULTI-UNIT WITHOUT ELEVATOR</p>	<p>STRUCTURE TYPE</p> <p>SINGLE DETACHED SINGLE ATTACHED MOBILE HOME TRAILER MULTI-UNIT WITH ELEVATOR (please update) MULTI-UNIT WITHOUT ELEVATOR (please</p>	S-26 S-28

APPENDIX 1.A: Changes to CPI Housing Survey (updated version of Attachment XI in May 8, 2019 OMB Approval Package)

Description	Current Wording (in production)	Proposed Wording (some text highlighted to clearly show change)	Screen Shot Id(s)
	OTHER-SPECIFY	<p>update) MULTI, 2 UNITS MULTI, 3 to 4 UNITS MULTI, 5 to 9 UNITS MULTI, 10 to 19 UNITS MULTI, 20 to 49 UNITS MULTI, 50 or MORE UNITS OTHER-SPECIFY</p> <p>[<u>Note:</u> The highlighted items are displayed with the parenthetical text only if they were the previous specified Structure Type)</p>	
<p>UNIT FACESHEET - Elevator</p> <p>{Previously approved by OMB but not yet deployed; the Unit Facesheet reflects the similar Elevator List on the Observation: Type of Structure Screen33}</p>	Not Currently in Production	<p>ELEVATOR</p> <p>YES NO DON'T KNOW</p> <p>[<u>Note:</u> The Elevator field is only displayed if the Structure Type is one of the "MULTI-UNIT ...", "MULTI, ..." or "OTHER-SPECIFY" options]</p>	<p>S-27 S-28</p>

APPENDIX 1.B: Changes to Housing Leasing Questions in the CPI Housing Survey

Note: The wording of the following items changed since OMB 2019 Attachment XI: 1A, 1D, 1E, and 1F (changes are highlighted)

STANDARD LEASE QUESTIONS

[1A]

(Do you, **Does the tenant**) have a lease or other rental agreement?

- Yes
- No
- Don't Know
- Refused

If **[1A]** is 'Yes', ask **[1B]**
Otherwise, do not ask **[1B]** and **[1C]**

[1B]

How long is the current lease agreement?

- Month-to-month
- 12 months
- Other - Number of months _____
- Don't Know
- Refused

If **[1B]** is '12 months' or 'Other', ask **[1C]**
Otherwise, do not ask **[1C]**

[1C]

In what month and year did the current lease start?

(MM / YYYY)

- Don't Know
- Refused

APPENDIX 1.B: Changes to Housing Leasing Questions in the CPI Housing Survey

FOLLOW-UP LEASE QUESTIONS

[** The following questions will only be asked if the current occupant is the same as the previous occupant **].

If the lease period from the previous collection period was “Month-to-month”, ask:

- [1D]**
Previously, it was reported that there was a month-to-month lease for this <house/apartment>. Is that still the case?
- Yes
 - No
 - Don't Know
 - Refused

[1D] If No
Go to **[1A]**

If the lease period from the previous collection period was “12 months or “Other” and the previous lease period has ended, ask:

- [1E]**
Previously, it was reported that there was a <X>-month lease for this <house/apartment> that started in <text for month and year of LEASE_START_CP_BK>. Is there a new lease?
- Yes
 - No
 - Don't Know
 - Refused

where X= 12 or value of LEASE_LENGTH_SPECIFY_BK;
<text for month and year of LEASE_START_CP_BK>: lease start (e.g. 201901 is January 2019)

[1E] If Yes

APPENDIX 1.B: Changes to Housing Leasing Questions in the CPI Housing Survey

Go to **[1B]** (*STANDARD LEASE QUESTIONS, excluding the first question*)

[1E] If No

Go to **[1F]**

[1F]

Did the lease for this <house/apartment> convert to a month-to-month agreement or will it convert by the end of this month?

- Yes
- No
- Don't Know
- Refused

APPENDIX 1.C: Modified and New CPI Housing Prescreening Letters

This is the current pre-screening letter with the change highlighted. The word 'owner' was replaced with 'landlord' to maintain consistency with the Housing survey questions.



United States Department of Labor Bureau of Labor Statistics Housing Survey

July 22, 2020

We plan to place a label with the address here.

We are conducting a brief survey about housing in your area.

The Bureau of Labor Statistics needs your help. We are collecting a few facts to help us identify homes in your area as owner or renter occupied. We are specifically interested in collecting data for your residence. Please complete the question below. This survey should take less than two minutes of your time.

1. This house/apartment is occupied by the: (Please check all boxes that apply)

- Owner
- Renter
- **Relative of the Landlord**
- None of the above → Some arrangement exists other than owning or renting.
Please describe here:

Why are we collecting this information?

We conduct this survey to help us better identify rented and owned housing across the country as the first step in the Consumer Price Index (CPI) Housing Survey. In a later step, we collect information about the costs of housing. This information plays a critical role in helping us update the CPI. The CPI is the most widely used measure of inflation, and has many uses, including:

- The cost of living adjustments for over 50 million Social Security beneficiaries.
- The cost of lunches for millions of school children.
- Federal income tax brackets, so you don't pay higher taxes because of inflation.
- Payments in collective bargaining agreements.

To learn more, please visit our website: www.bls.gov/cpi/.

Your answers will be kept confidential.

Maintaining your confidentiality is our primary concern. Information about you is not disclosed to anyone and is used for statistical purposes only. The Bureau of Labor Statistics holds the information in confidence to the full extent permitted by law. Our representatives carry official government IDs and their email addresses always end with @bls.gov which is the exclusive domain of the Bureau of Labor Statistics, US Department of Labor.

Although your participation is voluntary, this information is very important and will lead to a more accurate CPI that directly benefits you and all of us. For more information about the legal requirement for us to keep your information confidential, please visit our website:

<https://www.bls.gov/bls/confidentiality.htm>

Completing this form by mail saves money. It reduces the amount of information we need to collect in person or over the phone. If you have any questions about the survey, please call 404-555-1213, or send email to michaels.michael@bls.gov, and reference the "BLS Housing Survey."

APPENDIX 1.C: Modified and New CPI Housing Prescreening Letters

Thank you for your help!

Please fold this page and return it in the enclosed stamped envelope.

Confidentiality Pledge

*The Bureau of Labor Statistics, its employees, agents and partner statistical agencies will use the information you provide for statistical purposes only, and will hold the information in confidence to the full extent permitted by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act (44 U.S.C. 3572) and other applicable Federal Laws, your responses will not be disclosed in identifiable form without your informed consent. Per the Federal Cybersecurity Enhancement Act of 2015, Federal information systems are protected from malicious activities through cybersecurity screening of transmitted data.

Paperwork Reduction Act Notice

The time needed to complete this survey is estimated to be less than 2 minutes. If you have comments concerning the accuracy of this time estimate or suggestions for making the survey simpler, you can write to: Office of Prices and Living Conditions, 2 Massachusetts Ave., NE, Rm. 3655, Washington, DC 20212. The OMB control number for this voluntary survey is 1220-0163. Without a currently valid number BLS would not be able to conduct this survey.

APPENDIX 1.C: Modified and New CPI Housing Prescreening Letters

This is the new seasonal rental pre-screening letter with the change highlighted. The 'primary residence' question comes directly from the Housing survey and is used to ensure the housing unit is eligible for the CPI Housing survey.



United States Department of Labor Bureau of Labor Statistics Housing Survey

July 22, 2020

We plan to place a label with the address here.

We are conducting a brief survey about housing in your area.

The Bureau of Labor Statistics needs your help. We are collecting a few facts to help us identify homes in your area as owner or renter occupied. We are specifically interested in collecting data for your residence. Please complete the question below. This survey should take less than two minutes of your time.

2. This house/apartment is occupied by the: (Please check the box)

- Owner
- Renter
- Relative of the landlord
- None of the above → Some arrangement exists other than owning or renting.

Please describe here:

3. Is this house/apartment the *primary residence of at least one of the occupants?**

*A primary residence is defined as an occupant residing in the house/apartment for six or more months of the year.

- Yes
- No

Why are we collecting this information?

We conduct this survey to help us better identify rented and owned housing across the country as the first step in the Consumer Price Index (CPI) Housing Survey. In a later step, we collect information about the costs of housing. This information plays a critical role in helping us update the CPI. The CPI is the most widely used measure of inflation, and has many uses, including:

- The cost of living adjustments for over 50 million Social Security beneficiaries.
- The cost of lunches for millions of school children.
- Federal income tax brackets, so you don't pay higher taxes because of inflation.
- Payments in collective bargaining agreements.

To learn more, please visit our website: www.bls.gov/cpi/.

Your answers will be kept confidential.

Maintaining your confidentiality is our primary concern. Information about you is not disclosed to anyone and is used for statistical purposes only. The Bureau of Labor Statistics holds the information in confidence to the full extent permitted by law. Our representatives carry official government IDs and their email addresses always end with @bls.gov which is the exclusive domain of the Bureau of Labor Statistics, US Department of Labor.

Although your participation is voluntary, this information is very important and will lead to a more accurate CPI that directly benefits you and all of us. For more information about the legal requirement

APPENDIX 1.C: Modified and New CPI Housing Prescreening Letters

for us to keep your information confidential, please visit our website:

www.bls.gov/bls/confidentiality.htm

Completing this form by mail saves money. It reduces the amount of information we need to collect in person or over the phone. If you have any questions about the survey, please call 404-555-1213, or send email to michaels.michael@bls.gov, and reference the "BLS Housing Survey."

Thank you for your help!

Please fold this page and return it in the enclosed stamped envelope.

Confidentiality Pledge

*The Bureau of Labor Statistics, its employees, agents and partner statistical agencies will use the information you provide for statistical purposes only, and will hold the information in confidence to the full extent permitted by law. In accordance with the Confidential Information Protection and Statistical Efficiency Act (44 U.S.C. 3572) and other applicable Federal Laws, your responses will not be disclosed in identifiable form without your informed consent. Per the Federal Cybersecurity Enhancement Act of 2015, Federal information systems are protected from malicious activities through cybersecurity screening of transmitted data.

Paperwork Reduction Act Notice

The time needed to complete this survey is estimated to be less than 2 minutes. If you have comments concerning the accuracy of this time estimate or suggestions for making the survey simpler, you can write to: Office of Prices and Living Conditions, 2 Massachusetts Ave., NE, Rm. 3655, Washington, DC 20212. The OMB control number for this voluntary survey is 1220-0163. Without a currently valid number BLS would not be able to conduct this survey.