



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

OMB No. 0607-0987 Approval Expires xx/xx/xxxx

DATE

NAME

TITLE

ADDRESS

CITY, STATE, ZIP

Dear NAME:

The National Center for Education Statistics (NCES) sponsors the School District Review Program (SDRP), enabling the U.S. Census Bureau (Census Bureau) to create poverty and population estimates by school district geography. The poverty and population estimates produced by the Census Bureau are of vital importance for each state's allocation under Title I, Part A of the Elementary and Secondary Education Act (ESEA) as amended (Public Law 114-95).

The enclosed 2019 SDRP materials include the *SDRP Quick Start Guide*, the Geographic Update Partnership Software (GUPS) disc, the Annotation Files disc that contains digital copies of the respondent guide, school district inventory listings, submission log, and school district boundary shapefiles. For select states, included is a list of school districts coextensive with legal areas such as counties, cities, towns, and townships. The *Readme.txt* file included on the Annotation Files data disc contains a complete listing of the aforementioned materials.

Please review the provided materials and update the following information, if necessary:

- Census Bureau school district boundaries;
- School district names;
- Federal Local Education Agency codes;
- Grade ranges for allocating children if two school districts occupy the same area;
- Counties in which school districts are located; and
- Relationships where school districts are coextensive with other legal areas such as counties, cities, towns, and townships.

The Census Bureau requests that the school district information you submit reflect the 2019 school districts, as they will exist on **January 1, 2019**. The deadline for submitting updates to the Census Bureau is **December 31, 2018**.



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

If you have any questions about the SDRP, please contact Mr. Ian Millett, Mr. Matthew Nordhagen, or Ms. Lauren Kirsch at the Census Bureau by telephone at 301-763-1099 or by email at [geo.school@census.gov](mailto:geo.school@census.gov).

Sincerely,

Deirdre Bishop  
Chief, Geography Division

Enclosures:

Disc 1: Geographic Update Partnership Software (GUPS) and Installer  
Disc 2: 2019 SDRP Annotation Files  
SDRP Quick Start Guide

cc: NAME, State Title I Coordinator

We estimate that participating in the School District Review Program will take 40 hours on average. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Paperwork Reduction Project 0607-0987, U.S. Census Bureau, 4H154F, 4600 Silver Hill Road, Washington, DC 20233. You may email comments to < [geo.school@census.gov](mailto:geo.school@census.gov) >, use "Paperwork Reduction Project 0607-0987" as the subject. This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number that appears at the upper right of this document confirms this approval. If this number were not displayed, we could not conduct this program. The Census Bureau's legal authority for conducting activities in this document comes from Title 13 United States Code, Sections 16, 141, and 193. The NCES' legal authority for conducting activities in this document comes from Title I, Part A of the Elementary and Secondary Education Act as amended by the Every Student Succeeds Act of 2015, Public Law (P.L.) 114-95.

