

**SUPPORTING STATEMENT A**  
**U.S. Department of Commerce**  
**U.S. Census Bureau**  
**2020 Census Count Question Resolution Operation (CQR)**  
**OMB Control No. 0607-0879**

**Abstract**

The purpose of the 2020 Census CQR is to provide a mechanism for governmental units (GUs) to request a review of their official 2020 Census results. The 2020 Census CQR is the final operation by which updates to the 2020 Census data can be made. Tribal chairpersons and the highest elected officials (or their representative) from state and local governments in the United States and Puerto Rico can submit a CQR case to request review of the official 2020 Census counts of population and housing, and to correct boundary, geocoding, and certain coverage issues. The U.S. Census Bureau will review requests from the highest elected or appointed officials of tribal, state, and local governmental units for corrections to their 2020 Census count between January 3, 2022 and June 30, 2023. The Census Bureau terms these requests for review a “case.”

The 2020 Census CQR includes boundary and/or housing count cases. Boundary cases request a Census Bureau review of legal boundaries in effect as of January 1, 2020, and the associated addresses affected by the boundaries identified in the inquiry. Housing count cases request a Census Bureau review of the geographic location of housing within 2020 tabulation blocks specified in the eligible governmental unit’s inquiry, as well as a review of the census records to determine whether census processing error(s) excluded valid housing and associated population data. A case for a governmental unit can include both boundary and housing count related requests for review.

The Census Bureau will make all corrections to counts based on appropriate documentation provided by the questioning governmental unit(s) and based on research of census records. The Census Bureau will respond to all cases and will notify all affected governmental units of any corrections to their official counts because of a CQR decision. Corrections made by this operation will result in the issuance of new, official 2020 Census counts for use in future programs requiring official 2020 Census data and in annual postcensal population estimates released for the years after a decennial census. No new Census information products will be created by the 2020 Census CQR. This includes no revisions to 2020 Census information products such as the apportionment counts delivered to the President for apportionment or the 2020 Census Public Law 94-171 Redistricting Data Files and Geographic Products.

**Justification**

- 1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection. Attach a copy of the appropriate section of each statute and regulation mandating or authorizing the collection of information.**

The Census Bureau requests clearance to conduct the 2020 Census Count Question Resolution operation (CQR) by requesting the reinstatement with change of the Count Question Resolution

Program (OMB Control No. 0607-0879) from the 2010 Census for use in the 2020 Census. The legal authority for CQR is Title 13 U.S.C., Section 141. Please see the Title 13 U.S.C. Title 141 excerpt in Appendix A at the end of this document for more information about this legal authority.

The Census Bureau does not provide Title 13 protected materials to 2020 Census CQR participants; however, when participants submit individual address records with their CQR case (only required for boundary cases), the Census Bureau will protect the submitted data under Title 13, U.S.C. Section 9 that provides for the confidential treatment of census-related information, including individual address and structure coordinates.

**2. Indicate how, by whom, and for what purpose the information is to be used. Except for a new collection, indicate the actual use the agency has made of the information received from the current collection.**

CQR occurs once per decade following the decennial census. It is not an ongoing collection. The primary need for implementing 2020 Census CQR is to provide tribal, state, and local governmental units a way to request a review of their official 2020 Census results.

Specifically, tribal chairpersons and the highest elected officials (or their representative) from state and local governmental units in the United States and Puerto Rico can submit a CQR case to request that the Census Bureau review their boundaries and/or housing counts by block to correct any in-scope error(s) affecting the inclusion and/or geographic allocation of housing and population. The term “housing” here refers to individual housing units and group quarters. Through this formal process, occurring between January 3, 2022 and June 30, 2023, the Census Bureau will conduct CQR case research by examining the census records for the 2020 tabulation block(s) identified in the CQR case. All boundaries in the published 2020 Census results are current as of January 1, 2020, and all housing and population counts are current as of April 1, 2020; therefore, any changes to boundaries or housing counts that occurred past those dates are out of scope.

Governmental units may participate in 2020 Census CQR digitally, using the Census Bureau’s Geographic Update Partnership Software (GUPS), or using their own software and files. For those that cannot participate digitally, participating in paper format is also acceptable.

The Census Bureau uses the information provided by 2020 Census CQR participants to conduct research of the 2020 Census enumeration records and of the agency’s official geographic database (i.e., MAF/TIGER System). Information that accompanies a case should include a certification of the accuracy of the information provided (e.g., written correspondence from the highest elected or appointed official or their designated representative); updated housing counts by census block (for a housing count case), and individual, residential address records as well as updated map(s) showing the discrepant boundary and corrected boundary with associated documentation to prove the boundary validity and effective date (e.g., a copy of a local ordinance for an annexation for a boundary case).

If the Census Bureau discovers geographic or processing errors, the case information is used to update the official 2020 Census counts and the legal boundaries, if applicable to the case, in the

MAF/TIGER System. Information from 2020 Census CQR cases is not shared with anyone outside of the staff involved with 2020 Census CQR processing.

Corrections made by this operation will result in the issuance of new, official 2020 Census counts for public use in future programs requiring official 2020 Census data and in annual postcensal estimates released for the years after a decennial census. Governmental units may use these corrections for future programs requiring official 2020 Census data including requests for federal or state funding, grants, and other needs that are based on the population and/or housing counts within a governmental unit. The Census Bureau will incorporate all CQR revisions into the intercensal population estimates and American Community Survey estimates starting in 2022 and will post the new counts on the CQR website. The Census Bureau will not modify the 2020 Census apportionment counts and will not incorporate CQR corrections into the 2020 Census data summary files and tables or retabulate any of the other 2020 Census data products.

Information quality is an integral part of the pre-dissemination review of the information disseminated by the Census Bureau (fully described in the Census Bureau's Information Quality Guidelines). Information quality is also integral to the information collections conducted by the Census Bureau and is incorporated into the clearance process required by the Paperwork Reduction Act.

- 3. Describe whether, and to what extent, the collection of information involves the use of automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g. permitting electronic submission of responses, and the basis for the decision for adopting this means of collection. Also, describe any consideration of using information technology to reduce burden.**

For the 2020 Census CQR, the Census Bureau implements information technology by using the internet to disseminate operational materials, instructions, and software, as well as using the internet as a means for participants to send their cases. Upon request, the Census Bureau can send DVDs with the operational software, data, or any other electronic materials to participants unable to utilize the internet.

The Census Bureau continuously researches and develops new technology in the fields of geographic information system (GIS) and web services to lessen the burden on its partners. For example, the Census Bureau developed the Geographic Update Partnership Software (GUPS) and the Secure Web Incoming Module (SWIM) to lessen the participant burden of preparing (i.e., use GUPS) and submitting (i.e., use SWIM) their CQR case. Numerous other uses of information technology (e.g., control systems, records retrieval, etc.) within the agency assist internally with organization and management of the 2020 Census CQR.

- 4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purposes described in Question 2.**

The Census Bureau is the only agency that counts the population and housing every decade in an official capacity for the nation. CQR is a decennial census operation that provides a mechanism for

governmental units to request a review of their official 2020 Census counts. No other decennial operation provides this opportunity.

**5. If the collection of information impacts small businesses or other small entities, describe any methods used to minimize burden.**

To reduce burden, the Census Bureau encourages governmental units to participate electronically by using their own geographic information system (GIS) software and digital data or by using the Geographic Update Partnership Software (GUPS), a self-contained, customized GIS software tool that includes all the components necessary for CQR.

For small governmental units or any not using GUPS, the Census Bureau makes digital file templates for submitting individual addresses and updated block counts, as well as spatial data available for download from the CQR website. The Census Bureau also creates and ships paper maps to governmental units upon request. Lastly, the Census Bureau communicates as much as possible about 2020 Census CQR using email correspondence to minimize use of hard copy letters that require supplies and postage.

**6. Describe the consequence to Federal program or policy activities if the collection is not conducted or is conducted less frequently, as well as any technical or legal obstacles to reducing burden.**

CQR is a voluntary operation that occurs once per decade, following the decennial census. Not conducting CQR, or conducting it less frequently, would result in the Census Bureau's inability to produce and provide corrections to the decennial counts for tribal, state, or local governmental units in the event of a Census processing error. If there is no mechanism to correct the decennial counts, which are the basis for allocating approximately \$675 billion (cited in a September 2017 report titled "[Uses of Census Bureau Data in Federal Funds Distribution](#)") in federal funds each year, governmental units may not receive their proper share of funding without participating in the Special Census program, a cost-reimbursable program.

**7. Explain any special circumstances that would cause an information collection to be conducted in a manner:**

- **requiring respondents to report information to the agency more often than quarterly;** There are no special circumstances in 2020 Census CQR that require governmental units to report to the Census Bureau more often than quarterly.
- **requiring respondents to prepare a written response to a collection of information in fewer than 30 days after receipt of it;** There are no special circumstances that require governmental units to prepare a written response in fewer than 30 days from the start of 2020 Census CQR.
- **requiring respondents to submit more than an original and two copies of any document;** There are no special circumstances in 2020 Census CQR that require governmental units to submit more than an original and two copies of any document they submit with their case.

- **requiring respondents to retain records, other than health, medical, government contract, grant-in-aid, or tax records for more than three years;** There are no special circumstances in 2020 Census CQR that require governmental units to retain records for more than three years.
- **in connection with a statistical survey, that is not designed to produce valid and reliable results that can be generalized to the universe of study;** There are no special circumstances because 2020 Census CQR is not a statistical survey.
- **requiring the use of a statistical data classification that has not been reviewed and approved by OMB;** There are no special circumstances in 2020 Census CQR that require the use of a statistical data classification that has not been reviewed and approved by OMB.
- **that includes a pledge of confidentiality that is not supported by authority established in statute or regulation, that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily impedes sharing of data with other agencies for compatible confidential use; or** There are no special circumstances in 2020 Census CQR that violate confidentiality.
- **requiring respondents to submit proprietary trade secret, or other confidential information unless the agency can demonstrate that it has instituted procedures to protect the information's confidentiality to the extent permitted by law.** There are no special circumstances that require the inclusion of proprietary trade secrets or other confidential information with 2020 Census CQR case.

In summary, there are no special circumstances for this collection.

8. **If applicable, provide a copy and identify the date and page number of publications in the Federal Register of the agency's notice, required by 5 CFR 1320.8 (d), soliciting comments on the information collection prior to submission to OMB. Summarize public comments received in response to that notice and describe actions taken by the agency in response to these comments. Specifically address comments received on cost and hour burden.**

**Consultation with representatives of those from whom information is to be obtained or those who must compile records should occur at least once every 3 years - even if the collection of information activity is the same as in prior periods. There may be circumstances that may preclude consultation in a specific situation. These circumstances should be explained.**

The public had an opportunity to review and submit comments on the 2020 Census CQR during the 60-Day Notice of the Proposed Information Collection. The notice for public comment, titled "2020 Census Count Question Resolution operation (CQR)", appeared in the Federal Register August 4, 2020 (Vol. 85, No. 150, pp. 47162-47165), with a consideration period ending October 5, 2020. The Census Bureau received 15 sets of comments during the review period and one additional set of comments was deemed out of scope. The Census Bureau's summarization of the comments received and its replies to those comments are below.

- Wants the Census Bureau to allow Federal-State Cooperative for Population Estimates contacts, State Data Center contacts, and other large data providers to submit cases;

*The 2020 Census CQR permits the tribal chairperson or highest elected official of a governmental unit to appoint an officially designated representative to prepare and submit a CQR case on behalf of the governmental unit. The Federal-State Cooperative for Population Estimates contacts, State Data Center contacts, or large data providers may be appointed to serve as that designated representative, which would allow them to file a case on behalf of the governmental unit.*

- Wants the Census Bureau to allow for the review of population counts by census block or by group quarters facility using administrative records;

*The 2020 Census CQR will accept and review cases from governmental units that suspect issues with their housing counts or with their boundaries that affect their housing counts. However, challenging population counts at the block level, facility level, or any level of geography is not in scope for 2020 Census CQR.*

*As part of researching a CQR case, Census Bureau staff examine the Census records and documentation provided by the governmental unit for the specified blocks questioned within the case. If warranted based on research, Census Bureau staff can correct the location of housing by moving it into the proper 2020 tabulation block and/or reinstate housing that was erroneously excluded from enumeration or tabulation due to a processing error.*

*The Census Bureau is looking into other mechanisms to allow governmental units to provide information by group quarters facility for the purposes of updating the census totals we use to build our population estimates each year.*

- Wants the Census Bureau to allow for the review of occupancy status;

*Revising the occupancy status of housing collected in the field during the decennial census is outside of the scope of 2020 Census CQR. The Census Bureau largely relies on accurate self-reporting, field enumeration results that were subject to quality control, and the use of high-quality administrative records to determine occupancy status. As such, the Census Bureau may only revise housing and population counts based on resolving certain boundary or housing count (e.g., geocoding or coverage) errors within the Census data discovered during CQR research.*

- Wants the Census Bureau to allow for the review of the count imputation used to determine household size;

*The Census Bureau does not allow governmental units to review the count imputation used to determine household size, as it is outside of the scope of the 2020 Census CQR. Household size, or the total number of people living at a housing unit, was collected by field staff, self-reported by residents, or determined from high-quality administrative records as part of the 2020 Census. The Census Bureau uses count imputation for non-responding housing by assigning the mean household size for the block in which the imputed housing exists. The*

*Census Bureau has examined its count imputation procedures in depth and is confident that application of these procedures will improve data quality for the small percentage of housing units for which it could not account during enumeration operations.*

- Wants the Census Bureau to allow for the review of persons per household for sub-state geographies at the block level because of disclosure avoidance;

*The 2020 Census CQR reviews cases from governmental units that suspect issues with their housing counts or with their boundaries that affect their housing counts. However, requesting corrections to population counts at the block level, facility level, or any level of geography is not in scope for 2020 Census CQR.*

*As part of any CQR inquiry, governmental units should focus on their housing counts, which can include housing units (e.g., houses, townhouses, apartments, etc.) and group quarters (e.g., prisons, military barracks, or other kinds group housing facilities). 2020 Census CQR submissions should identify the specific 2020 tabulation blocks in their jurisdiction where there may be a concern about the housing counts as well as include their corrected housing counts for both housing units and group quarters (as applicable) in those blocks.*

- Wants the Census Bureau to allow for the review of population counts and demographic characteristics, including those of group quarters facilities or blocks containing group quarters;

*The 2020 Census CQR reviews cases from governmental units who suspect issues with their housing counts or with their boundaries that affect their housing counts. However, requesting corrections to the population or demographic characteristics any level of geography is not in scope for 2020 Census CQR.*

*As part of researching a CQR case, Census Bureau staff examine the census records and documentation provided by the governmental unit for the specified blocks questioned within the case. If warranted based on research, Census Bureau staff can correct the location of housing by moving it into the proper 2020 tabulation block and/or reinstate housing that was erroneously excluded from enumeration or tabulation due to a processing error.*

- Wants the Census Bureau to allow for the review and correction of confidential records (like with Count Review);

*The 2020 Census CQR reviews cases from governmental units who suspect issues with their housing counts or with their boundaries that affect their housing counts. However, confidential records are protected by Title 13, U. S. C., and requesting corrections to confidential records is not in scope for 2020 Census CQR.*

- Wants the Census Bureau to clarify how counts are corrected as a result of geocoding or boundary errors and how differential privacy will or will not impact populations for “losing” and “gaining” areas;

*Geocoding errors are corrected by updating records within the MAF/TIGER System as they are found through research of a CQR case submission. The 2020 Census CQR plans to use an*

*interactive map and address review application to perform initial CQR case research and quality control functions, and propose revisions to be processed downstream in MAF/TIGER System. The application will include an address component and a map window for researchers to use in suggesting corrections. Within the application, researchers can specify where they think the housing belongs by clicking within the map window. This action will generate a new latitude and longitude coordinate, which will be used to determine the appropriate updates for its state, county, census tract, and census block geocodes.*

*Boundary errors will only be corrected through 2020 Census CQR if they affect the allocation of housing for the 2020 Census. Once the boundary error has been resolved, the addresses associated with it will be verified and processed. After geographic updates occur, the population counts are re-tabulated for both the “losing” and “gaining” governmental units. No further disclosure avoidance methods will be applied to the data.*

- Wants the Census Bureau to expand CQR to allow for the review of implausible housing and population counts;)

*The 2020 Census CQR reviews cases from governmental units who suspect issues with their housing counts or with their boundaries that affect their housing counts. However, requesting corrections to implausible combinations of housing and population counts at the block level, facility level, or any level of geography is not in scope for 2020 Census CQR.*

*As part of researching a CQR case, Census Bureau staff examine the census records and supporting documentation provided by the governmental unit for the specified blocks questioned within the case. If warranted based on research, Census Bureau staff can correct the location of housing by moving it into the proper 2020 tabulation block and/or reinstate housing that was erroneously excluded from enumeration or tabulation due to a processing error.*

- Expresses concern for the quality/completeness of 2020 Census based on COVID-19, natural disasters, scheduling issues, citizenship controversy, government mistrust, etc.;

*The Census Bureau took many steps to ensure the timeliness and accuracy of the 2020 Census data results. Due to the operational adjustments made for field operations, the Census Bureau adjusted the 2020 Census CQR timeline to provide governmental units ample time to obtain data products from the 2020 Census, as well as ample time to work with the Census Bureau to understand the data products. However, the scope of the 2020 Census CQR remains the same (e.g., boundary and housing count cases only), based on certain geographic criteria and processing errors found during case research.*

- Wants the Census Bureau to allow the Service-Based Enumeration operation population to be in-scope for CQR;

*The Census Bureau does not allow for revisions to the population count collected during the Service-Based Enumeration Operation. CQR may only revise housing and population counts based on resolving certain boundary or housing count (e.g., geocoding or coverage) errors within the Census data discovered during CQR research. The Census Bureau is looking into*



*other mechanisms to allow governmental units to provide information by group quarters facility for the purposes of updating the census totals we use to build our population estimates each year.*

- Wants the Census Bureau to expand the definition of "existing in census records as of April 1, 2020" to include all addresses submitted (not accepted) through LUCA and Count Review;

*The Census Bureau conducts robust analysis and quality control on all addresses that are added to or updated within our Master Address File. Our experience has been that not all address records submitted to the Census Bureau represent valid residential addresses. For example, some addresses submitted through LUCA were determined to be duplicates of existing records in our inventory or addresses that represented non-housing points used solely for E-911 purposes (e.g., addresses for mile markers or intersections). An address received by the Census Bureau through various programs does not always equate to an address accepted into the 2020 Census enumeration universe; therefore, not all addresses are in scope for CQR.*

- Wants the Census Bureau to allow for the inclusion of missed housing, not just misallocated housing;

*Only housing initially included in the Census but omitted from the final count due to a processing error are in-scope for 2020 Census CQR. If a governmental unit provides evidence establishing that specific residential addresses were valid and available for occupancy in a 2020 tabulation block on Census Day, April 1, 2020, then the discrepancy could be resolved through 2020 Census CQR. Census staff will review the evidence provided by the governmental unit and acknowledge any revisions needed. The updated counts resulting from the CQR correction would be published for that governmental unit on the CQR website.*

- Expresses concern regarding "the ability of small areas to effectively make challenges and to see those challenges reflected in the data";

*The 2020 Census CQR reviews cases from governmental units that suspect issues with their housing counts or with their boundaries that affect their housing counts. As part of researching a CQR case, Census Bureau staff examine the census records and the supporting documentation provided by the governmental unit for the specified blocks questioned within the case. If warranted based on research, Census Bureau staff can correct the location of housing by moving it into the proper 2020 tabulation block and/or reinstate housing that was erroneously excluded from enumeration or tabulation due to a processing error.*

- Wants the Census Bureau to use administrative records, not imputation, when adding population for count cases with coverage errors;

*The Census Bureau is confident that application of its count imputation procedures will improve data quality for the small percentage of housing units for which it could not account during enumeration operations. Additionally, the Census Bureau's administrative records are not available for the entire country, whereas the use of imputation helps to ensure consistency and fairness. Therefore, housing that gets incorporated as a result of CQR will be*

*assigned a population count using CQR imputation procedures. The imputed household size is the mean household size for the 2020 tabulation block in which the housing exists.*

- *Wants the Census Bureau to allow universities to provide both on-campus and off-campus counts/data to use for revising counts;*

*In advance of the 2020 Census Group Quarters Enumeration operation, the Census Bureau contacted colleges and universities to ask them how they preferred to have their student populations enumerated, and then worked with them to conduct the enumeration in the manner requested. In addition, the Census Bureau requested administrative records for students living in off-campus housing from colleges and universities with large off-campus student populations to ensure they were properly enumerated.*

*Despite the pandemic, the Census Bureau completed enumeration for 99.98% of the country during the 2020 Census. All the enumeration operations were completed successfully, and with quality control measures in place. Because the enumeration operations are complete, the Census Bureau cannot allow for revisions to the population count collected during the enumeration operations. CQR may only revise housing and population counts based on resolving certain boundary or housing count (e.g., geocoding or coverage) errors within the Census data discovered during CQR research. The Census Bureau is looking into other mechanisms to allow governmental units to provide information by group quarters facility for the purposes of updating the census totals we use to build our population estimates each year.*

*Note that off-campus student housing are not group quarters. Any correction that occurs related to off-campus student housing will result in a revision to the housing counts.*

- *Wants the Census Bureau to include guidance with advice and examples of specific resources to calculate preferred alternative counts to compare with Census counts;*

*Any geocoded residential address data or geographic information system (GIS)-based residential address points that a governmental unit maintains will be useful to calculate locally derived housing counts. If a governmental unit does not have geocoded residential address data or GIS-based residential address points, but does have a residential address list, consider use of the Census Geocoder (available at [geocoding.geo.census.gov/geocoder](https://geocoding.geo.census.gov/geocoder)) to find the state, county, census tract and census block geocodes for the addresses. Once geocoded, sum the addresses by 2020 tabulation block to compare to the published 2020 Census results. In addition, parcel data and property tax records might be good residential address sources to use in evaluating the number of housing units and group quarters by block.*

*Of great importance within any source material is the ability to discern residential from non-residential addresses, as well as knowing the vintage of the address record. For instance, a governmental unit must be able to determine the valid residential addresses available for occupancy as of April 1, 2020. The source material(s) must not include non-residential addresses or residential addresses that were available for occupancy after that date when creating their locally derived housing counts.*

- Questions if the population estimate for a governmental unit in CQR will reflect revised 2020 counts;

*Yes, future population estimates, which are also subject to disclosure avoidance methods, will reflect revisions made during 2020 Census CQR.*

- Questions if the national, state, and census tract level 2020 Census counts and population estimates will reflect revisions from CQR;

*Revisions made as part of 2020 Census CQR will not be applied to any 2020 Census related data products. However, population estimates released after CQR case results are published will include the revisions from 2020 Census CQR.*

- Questions if the American Community Survey figures for a governmental unit and its census tracts will reflect revisions made during CQR and if so, how;

*The American Community Survey uses population totals from the Population Estimates Program at the place, minor civil division (in states where they are functioning governmental units), and county level to adjust the population totals published by the survey. Thus, to the extent that the population estimates incorporate the 2020 Census CQR results (see the next answer), the American Community Survey will also reflect those revisions. For geographies other than those listed above, no population estimates exist for those summary levels, including census tracts. Thus, the 2020 Census CQR results apply to the extent that the estimates at the place and minor civil divisions affect the lower-level geographies.*

- Questions if the national, state, and local population estimates and the American Community Survey datasets (to the census tract level) will reflect CQR revisions? What is the utility, or lack of utility, of the revision in ensuring communities that obtain a revised count can receive a share of federal financial assistance that reflects their revised numbers?;

*Governmental units that receive revised counts as a result of a 2020 Census CQR case may use the information in their determination letter when applying for federal or other grants, or using the data for other purposes. Their revised counts are integrated into all population estimates released after the 2020 Census CQR case is closed.*

- Wants the Census Bureau to conduct a "COVID CQR" that allows for one-time special response to the pandemic;

*Despite the pandemic, the Census Bureau completed enumeration for 99.98% of the country during the 2020 Census. All the enumeration operations were completed successfully and with quality control measures in place. Because the enumeration operations are complete, the Census Bureau cannot allow for revisions to the population count collected during enumeration operations or broaden the scope of 2020 Census CQR beyond what is stated in the 30-day Federal Register Notice because of the pandemic. CQR may only revise housing and population counts based on resolving certain boundary or housing count (e.g., geocoding or coverage) errors within the Census data discovered during CQR research. The Census Bureau is looking into other mechanisms to allow governmental units to provide*

*information by group quarters facility for the purposes of updating the census totals we use to build our population estimates each year.*

- Wants the Census Bureau to expand current CQR criteria to allow for use of administrative records to supplement hard-to-count populations (e.g., university records for off-campus housing, homeless management info systems, SNAP, Indian Health Services, missed group quarters, childcare assistance);

*As explained above, the Census Bureau cannot allow for revisions to the population count collected during enumeration operations. CQR may only revise housing and population counts based on resolving certain boundary or housing count (e.g., geocoding or coverage) errors within the Census data discovered during CQR research.*

- Wants the Census Bureau to change deadline for COVID CQR related submissions to allow for inclusion before release of the P.L. 94-171 redistricting data materials;

*The timeline for our decennial data products in relation to 2020 Census CQR does not allow for additional data to be created or ingested. The CQR is not a continuation of the census and does not collect new data. No decennial data products will be revised as a result of CQR to ensure the timely release of data and to allow for consistency between data products necessary for comparison.*

- Wants the Census Bureau to add Census staffing to provide technical assistance to governmental units participating in CQR;

*The Census Bureau provides technical assistance to support 2020 Census CQR in several ways: 1) the CQR Support Desk that includes a tiered phone system which covers frequently asked questions, advisory technical assistance, and subject matter expert support from across multiple divisions, 2) the Geographic Customer Service Branch staff answer questions about geographic data products, and 3) the Data Dissemination Specialists provide assistance to locate the data people need for any reason, not just for CQR.*

- Wants the Census Bureau to ensure technical assistance curriculum is available to support awareness of CQR;

*After notifying all eligible governmental units (e.g., ~40,000 tribal chairpersons and highest elected officials) by distributing an introductory communication (email/letter), the Census Bureau makes participant guides with the technical instructions for participating in 2020 Census CQR and the final Federal Register Notice with the operational details available on the CQR website. The Census Bureau will launch the CQR Support Desk that includes a tiered phone system covering frequently asked questions, advisory technical assistance, and subject matter expert support from across multiple divisions and will activate a dedicated email address to field questions directly from governmental units participating in 2020 Census CQR. These two technical assistance mechanisms will be available throughout the duration of the operation.*

- Wants the Census Bureau to issue a Request for Information (RFI) so governmental units can submit their observations on potential census data quality issues and suggest remedial measures;

*The Census Bureau has both 2020 Census CQR and the Special Census program in place to handle inquiries originating after the decennial census results are released. If a governmental unit wants to file a 2020 Census CQR case or request a Special Census, they can. The Census Bureau is looking into other mechanisms to allow governmental units to provide information by group quarters facility for the purposes of updating the census totals we use to build our population estimates each year.*

- The estimated level of effort for 2020 Census CQR is unchanged from 2010. Despite the unprecedented challenges faced in 2020, does the Census Bureau think the pandemic will influence the CQR process? If yes, how should CQR adapt?;

*Other than the adjusted scheduled start date, the Census Bureau does not anticipate that the COVID-19 pandemic will influence the CQR process.*

- Requests an opportunity to discuss options to expand CQR to include a special COVID Count Question Resolution process;

*The Census Bureau does not intend to expand the 2020 Census CQR beyond what is stated in the 30-day Federal Register Notice.*

- Wants the Census Bureau to release the following data sources, at the census block level, to governmental units for CQR research;
  1. Original DMAF housing unit universe (from time of mailout).
  2. Volume of Non-ID responses.
  3. Count obtained during Non-Response Follow-Up operations:
    - a. Proxy response counts.
    - b. Household member response counts.
    - c. Number of vacancies.
    - d. Number of deletions.
    - e. Counts of housing units and population dropped through de-duplication.
    - f. Count of vacancies and housing units where administrative records were used to determine occupancy status.
  4. Volume of count imputations.
  5. Count of housing units deleted during In-Office Address Canvassing.
  6. Count of housing units deleted during In-Field Address Canvassing.
  7. Volume of administrative records enumeration.

*The Census Bureau plans to release only summary level operational metrics at the sub-state geographies when redistricting data products are complete. Individual block data will not be provided.*

- Wants the Census Bureau to provide a mechanism for review of population characteristics and population counts through the Federal-State Cooperative for Population Estimates Count Review process to identify errors due to differential privacy;

*The 2020 Census CQR reviews cases from governmental units that suspect issues with their housing counts and/or with their boundaries that affect their housing counts. However, requesting corrections to population characteristics at any level of geography is not in scope for 2020 Census CQR.*

**9. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.**

The Census Bureau does not pay or provide gifts to governmental units that participate in the 2020 Census CQR.

**10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance in statute, regulation, or agency policy. If the collection requires a systems of records notice (SORN) or privacy impact assessment (PIA), those should be cited and described here.**

The Privacy Act does not apply to 2020 Census CQR. However, the requirements under Title 13, U.S.C. as applied to Census Bureau handling confidentiality for address list data are applicable for any individual addresses received as part of a 2020 Census CQR boundary case. Safeguards are in place to ensure only sworn Census Bureau employees, associated with 2020 Census CQR, have access to individual addresses provided with a CQR case submission.

**11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior or attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanation to be given to persons from whom the information is requested, and any steps to be taken to obtain their consent.**

There are no questions of a sensitive nature included in 2020 Census CQR.

**12. Provide estimates of the hour burden of the collection of information.**

**Table 1: Estimated Respondent Burden Hours**

Information Collection	Estimated # of Respondents (a)	Estimated # of Responses/ Respondent (b)	Total # of Responses (c) = (a) x (b)	Burden Hours/ Response (d)	Total Burden Hours (e) = (c) x (d)
2020 Census CQR	1,500	1	1,500	5.2	7,800

**Table 2: Estimated Respondent Costs**

Type of Respondent/ Occupational Title	Number of Respondents	Number of Responses per Respondent	Average Burden per Response	Hourly Wage Rate*	Total Burden Costs
See * note for Hourly Wage Rate column	1,500	1	5.2 hours	\$33	\$257,400
Total	--	--	--	--	\$257,400

\*Hourly wage rate derived from the May 2019 National Occupational Employment and Wage Estimates report located at the following website: [www.bls.gov/bls/blswage.htm](http://www.bls.gov/bls/blswage.htm) averaging five common position types that normally respond to Census Bureau geographic programs, e.g., Geographer (\$39.41), Cartographer/Photogrammetrist (\$33.55), Surveyor (\$32.66), Surveying/Mapping Technician (\$23.32), and Urban/Regional Planner (\$37.38).

Using information from 2010 CQR, the Census Bureau expects to receive no more than 1,500 case inquiries during the entire operation from January 3, 2022 through June 30, 2023. The Census Bureau estimates that a governmental unit will spend 5.2 hours to prepare and submit documentation for their case. This estimate uses an average of 40 records per case, where the term “records” could represent individual block count corrections to support a housing count case and/or individual addresses records to support a boundary case or a combination of both. The total number of burden hours for the timeframe of the operation is 7,800 hours (i.e., 5.2 hours x 1,500 cases).

**13. Provide an estimate for the total annual cost burden to respondents or record keepers resulting from the collection of information. (Do not include the cost of any hour burden already reflected on the burden worksheet).**

Participation in the 2020 Census CQR is voluntary. Other than the staff time to prepare the case submission, there are no capital/start-up or ongoing operation/maintenance costs associated with this information collection.





**14. Provide estimates of annualized cost to the Federal government. Also, provide a description of the method used to estimate cost, which should include quantification of hours, operational expenses (such as equipment, overhead, printing, and support staff), and any other expense that would not have been incurred without this collection of information.**

Agencies may also aggregate cost estimates from Question 12, 13, and 14 in a single table.

The cost estimate to conduct 2020 Census CQR is \$17,429,683. This estimate includes cost for the various divisions at Census Bureau headquarters and the National Processing Center, starting in FY 2021, through the completion of the operation at the end of FY 2023.

**15. Explain the reasons for any program changes or adjustments reported in ROCIS.**

The change in burden for the 2020 Census CQR from the 2010 Census CQR program is due to an adjustment that reduces the estimated total number of expected cases. The Census Bureau based the 2010 Census program on an estimate of 1,500 cases per year, or 3,000 cases for the entire program.

The Census Bureau estimates the number of potential 2020 Census CQR cases as 1,500 for the entire operational timeframe. As a result, the number of expected burden hours is half of the previous decades. The total number of burden hours is 7,800 hours (i.e., 5.2 hours \* 1500 cases).

**16. For collections of information whose results will be published, outline plans for tabulation and publication. Address any complex analytical techniques that will be used. Provide the time schedule for the entire project, including beginning and ending dates of the collection of information, completion of report, publication dates, and other actions.**

Upon completion of case research, the Census Bureau will issue case determination letters to the governmental unit that filed the case and to all other governmental units affected by results of the case. If research indicates corrections are required, these letters include certified housing and population count corrections. Otherwise, these letters simply serve as a statement of Census Bureau research.

Governmental units, and the public, may use these revised counts in future programs requiring official 2020 Census data and in annual postcensal estimates released for the years after a decennial census. In addition to issuing determination letters to all affected governmental units, the Census Bureau will post errata data resulting from a CQR correction for the 2020 Census counts on a flow basis to the web.

Included below is a schedule for the 2020 Census CQR. The timeframe for the operation changed from the published dates in the 60-day *Federal Register* Notice because of research required to investigate questions regarding the scope of CQR requested during the public's

review of the 60-day *Federal Register* Notice. The 2020 Census CQR scope remains unchanged after research concluded that the scope of CQR requests and corrections must be consistent with the law governing the enumeration.

**Table 3: 2020 Census CQR Schedule**

Date	Activity
December 2021	Census Bureau emails or mails the 2020 Census CQR introduction letter and flyer to the highest elected officials or chairpersons of tribal, state, and local governmental units.
January 3, 2022 – June 30, 2023	Census Bureau receives CQR cases submitted by governmental units.
January 3, 2022 – September 30, 2023	Census Bureau determines the validity of cases, conducts research, generates revised counts and/or boundary maps (if applicable), and provides the governmental unit and all affected governmental units with results of their research/findings.

**17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons that display would be inappropriate.**

The Census Bureau will display the expiration date for OMB approval on the participant guides and collection instruments.

**18. Explain each exception to the certification statement identified in “Certification for Paperwork Reduction Act Submissions.”**

There are no exceptions. The agency certifies compliance with [5 CFR 1320.9](#) and the related provisions of [5 CFR 1320.8\(b\)\(3\)](#).

## Appendix A:

### Title 13 U.S.C. Section 141 (Excerpt from Title 13 U.S.C.<sup>1</sup>)

#### §141. Population and other census information

(a) The Secretary shall, in the year 1980 and every 10 years thereafter, take a decennial census of population as of the first day of April of such year, which date shall be known as the “decennial census date”, in such form and content as he may determine, including the use of sampling procedures and special surveys. In connection with any such census, the Secretary is authorized to obtain such other census information as necessary.

(b) The tabulation of total population by States under subsection (a) of this section as required for the apportionment of Representatives in Congress among the several States shall be completed within 9 months after the census date and reported by the Secretary to the President of the United States.

(c) The officers or public bodies having initial responsibility for the legislative apportionment or districting of each State may, not later than 3 years before the decennial census date, submit to the Secretary a plan identifying the geographic areas for which specific tabulations of population are desired. Each such plan shall be developed in accordance with criteria established by the Secretary, which he shall furnish to such officers or public bodies not later than April 1 of the fourth year preceding the decennial census date. Such criteria shall include requirements which assure that such plan shall be developed in a nonpartisan manner. Should the Secretary find that a plan submitted by such officers or public bodies does not meet the criteria established by him, he shall consult to the extent necessary with such officers or public bodies in order to achieve the alterations in such plan that he deems necessary to bring it into accord with such criteria. Any issues with respect to such plan remaining unresolved after such consultation shall be resolved by the Secretary, and in all cases he shall have final authority for determining the geographic format of such plan. Tabulations of population for the areas identified in any plan approved by the Secretary shall be completed by him as expeditiously as possible after the decennial census date and reported to the Governor of the State involved and to the officers or public bodies having responsibility for legislative apportionment or districting of such State, except that such tabulations of population of each State requesting a tabulation plan, and basic tabulations of population of each other State, shall, in any event, be completed, reported, and transmitted to each respective State within one year after the decennial census date.

(d) Without regard to subsections (a), (b), and (c) of this section, the Secretary, in the year 1985 and every 10 years thereafter, shall conduct a mid-decade census of population in such form and content as he may determine, including the use of sampling procedures and special surveys, taking into account the extent to which information to be obtained from such census will serve in lieu of information collected annually or less frequently in surveys or other statistical studies. The census shall be taken as of the first day of April of each such year, which date shall be known as the “mid-decade census date”.

(e)(1) If—

(A) in the administration of any program established by or under Federal law which provides

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<sup>1</sup> For a complete reference to Title 13 U.S.C., refer to the following URL:

[www.govinfo.gov/content/pkg/USCODE-2007-title13/pdf/USCODE-2007-title13.pdf](http://www.govinfo.gov/content/pkg/USCODE-2007-title13/pdf/USCODE-2007-title13.pdf).

benefits to State or local governments or to other recipients, eligibility for or the amount of such benefits would (without regard to this paragraph) be determined by taking into account data obtained in the most recent decennial census, and

(B) comparable data is obtained in a mid-decade census conducted after such decennial census, then in the determination of such eligibility or amount of benefits the most recent data available from either the mid-decade or decennial census shall be used.

(2) Information obtained in any mid-decade census shall not be used for apportionment of Representatives in Congress among the several States, nor shall such information be used in prescribing congressional districts.

(f) With respect to each decennial and mid-decade census conducted under subsection (a) or (d) of this section, the Secretary shall submit to the committees of Congress having legislative jurisdiction over the census—

(1) not later than 3 years before the appropriate census date, a report containing the Secretary's determination of the subjects proposed to be included, and the types of information to be compiled, in such census;

(2) not later than 2 years before the appropriate census date, a report containing the Secretary's determination of the questions proposed to be included in such census; and

(3) after submission of a report under paragraph (1) or (2) of this subsection and before the appropriate census date, if the Secretary finds new circumstances exist which necessitate that the subjects, types of information, or questions contained in reports so submitted be modified, a report containing the Secretary's determination of the subjects, types of information, or questions as proposed to be modified.

(g) As used in this section, "census of population" means a census of population, housing, and matters relating to population and housing.

(Aug. 31, 1954, ch. 1158, 68 Stat. 1019; Pub. L. 85-207, §9, Aug. 28, 1957, 71 Stat. 483; Pub. L. 94-171, §§1, 2(a), Dec. 23, 1975, 89 Stat. 1023, 1024; Pub. L. 94-521, §7(a), Oct. 17, 1976, 90 Stat. 2461.)