

SUPPORTING STATEMENT A
U.S. Department of Commerce
U.S. Census Bureau
SPECIAL CENSUS PROGRAM
OMB Control No. 0607-0368

Abstract

A Special Census is a basic enumeration of population, housing units (HUs), group quarters (GQs), and units at transitory locations (TLs), conducted by the Census Bureau at the request of a Governmental Unit (GU). Title 13, United States Code, Section 196 authorizes the Census Bureau to conduct Special Censuses on a cost reimbursable basis for the government of any state, county, city, or other political subdivision. This includes the District of Columbia, American Indian Reservations, Alaska Native villages, Puerto Rico, the U.S. Island Areas (i.e., American Samoa, the Commonwealth of the Northern Mariana Islands, Guam, and the U.S. Virgin Islands), and other GUs that require current population data between decennial censuses.

A Special Census can be conducted for the area entirely within the jurisdiction of a local GU requesting the Special Census, referred to as a full Special Census, or for a subset of areas within the jurisdiction of the GU, referred to as a partial Special Census. Local officials frequently request a Special Census when there has been a significant population change in their community due to annexation, boundary changes, growth, or the addition of new GQ facilities. Communities may also consider a Special Census if there was a significant number of vacant HUs during the previous decennial census that are now occupied. Many states use Special Census population statistics to determine the distribution of state funds to local jurisdictions. Local jurisdictions may use the data in a variety of ways, such as planning new schools, transportation systems, housing programs, or water treatment facilities.

For the 2020 Special Census Program, the Census Bureau will use an internet self-response instrument for respondents to self-respond and will conduct fieldwork to perform listing and enumeration at HUs, GQs, and units at TLs using a paper collection mode. After the end of the Special Census self-response period, the Census Bureau will conduct follow-up operations in the field to enumerate housing units that did not respond using the internet self-response instrument as well as housing units that did not receive mailed materials. The listing fieldwork is designed to verify the current address lists for the Special Census area and add or delete units as needed. The results from internet self-response and in-field enumeration will produce total population counts and total HU counts in the Special Census area. The Special Census questionnaires will collect the same information that was gathered during the 2020 Census.

The 2020 Special Census Program will accept requests for cost estimates from GUs starting in March 2023 and continuing through May 2027; data collection will start no earlier than January 2024 and will end in September 2028.

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.**

A Special Census is a basic enumeration of population, housing units (HU), group quarters (GQ), and transitory locations (TL), conducted by the Census Bureau at the request of a Governmental Unit (GU). Title 13, United States Code, Section 196 authorizes the Census Bureau to conduct Special Censuses on a cost reimbursable basis for the government of any state, county, city, or other political subdivision within a state. This includes the District of Columbia, American Indian Reservations, Alaska Native villages, Puerto Rico, the U.S. Island Areas, and other GUs that require current population data between decennial censuses. The Special Census questionnaires will collect the same information that was gathered during the 2020 Census. Title 13, United States Code, Section 196 provides:

The Secretary may conduct Special Censuses for the government of any State, or of any county, city, or other political subdivision within a State, for the government of the District of Columbia, and for the government of any possession or area (including political subdivisions thereof) referred to in section 191(a) of this title, on subjects covered by the censuses provided for in this title, upon payment to the Secretary of the actual or estimated cost of each such Special Census. The results of each such Special Census shall be designated "Official Census Statistics." These statistics may be used in the manner provided by applicable law.

The link for Title 13 on house.gov:

<https://uscode.house.gov/view.xhtml?path=/prelim@title13&edition=prelim>

- 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.**

As with the 2020 Census, a Special Census is an enumeration of population, HUs, GQs, and TLs. A full Special Census is a basic enumeration of population, HUs, GQs, and TLs for an area entirely within the jurisdiction of a local GU requesting the Special Census. A partial Special Census is conducted using the same methodologies and procedures as a regular or full Special Census, but it is for a subset of areas within the jurisdiction of the local GU. The areas requested in a partial Special Census must contain at least one full 2020 Census tabulation tract that is completely within the jurisdiction of the GU and can contain additional contiguous tracts or blocks. For example, GUs may choose to conduct a partial Special Census with just those tracts that might have experienced a large population growth or a boundary change.

The respondent categories include residents of HUs, GQs, and units at TLs. Information will be collected from persons living in HUs, GQs, and units at TLs for the Special Census area within the jurisdiction of a GU. GUs can be of any state, county, city, or other political subdivision within a state. This includes the District of Columbia, American Indian Reservations, Alaska Native villages,

Puerto Rico, the U.S. Island Areas, and other GUs that require current population data between decennial censuses.

The Special Census Program will ask the same information that was asked in the 2020 Census. The information will be collected via self-response using an internet self-response instrument and through in-field enumeration using a paper questionnaire. For the 2020 Special Census Program, the Census Bureau will use an internet self-response instrument for HU respondents to self-respond to their Special Census. HU respondents will self-respond by using a Census Bureau-provided identification number which they will receive by mail. After the end of the Special Census self-response period, the Census Bureau will conduct paper-based listing of all HUs and follow-up operations in the field to enumerate housing units that did not respond using the internet self-response instrument as well as housing units that did not receive mailed materials. Field work will also include the listing and enumeration of GQs, and units at TLs using a paper collection mode.

Local officials frequently request a Special Census when there has been a significant population change in their community due to annexation, growth, or the addition of new GQ facilities. Communities may also consider a Special Census if there was a significant number of vacant HUs during the previous decennial census that are now occupied. Many states use Special Census population statistics to determine the distribution of state funds to local jurisdictions. The local jurisdictions may also use the data to plan new schools, transportation systems, housing programs, or water treatment facilities. GUs that request a Special Census will receive the data files by email when data processing and disclosure avoidance have been completed for the Special Census. The data will also be posted at [data.census.gov](https://www.census.gov) for public use. These data will not be used to update official 2020 Census data products and apportionment counts, but they may be used to update data in the Census Bureau's Population Estimates Program (<https://www.census.gov/programs-surveys/popest.html>).

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) (<https://www.census.gov/about/policies/quality/guidelines.html>). 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.**

The 2020 Special Census Program will collect the same information that was gathered during the 2020 Census. The Census Bureau will use an internet self-response instrument for HU respondents to self-respond to their Special Census. HU respondents will respond by using a Census-provided identification number which they will receive by mail. For HUs that do not receive mailed materials or do not self-respond using the internet self-response instrument, the Census Bureau will conduct

field follow up. Field work will be a paper-based operation and will include the listing of all HUs and enumeration of HUs that did not self-respond using a paper collection mode. Field work will also include the listing and enumeration of GQs and units at TLs. Most respondents will have multiple options to respond and will be able to provide the requested information online and during in-person interviews.

Respondents living in known HUs will have approximately four to six weeks to respond to the Special Census using the internet self-response instrument. At the start of the Special Census, the Census Bureau will send an invitation letter to known HUs in the GU's Special Census area with information needed to respond online. Reminder letters and postcards will be sent to each known HU to encourage self-response and provide information needed to do so. Paper questionnaires will not be mailed to housing units, but rather, they will be used by field representatives (FRs) during field work.

After the end of the Special Census self-response period, the Census Bureau will conduct follow-up operations in the field to enumerate HUs that did not respond using the internet self-response instrument as well as HUs that do not receive mailed materials. These HUs will be contacted by a FR who will conduct a Special Census interview using a paper questionnaire, Special Census Questionnaire (SC-Q). The FR may visit the HUs several times, if needed, to collect a response. If there is no answer after several visits, a proxy respondent will be used, usually a next-door neighbor.

The field operations will also enumerate residents of GQs and TLs in the GU's Special Census area using a paper questionnaire. Residents of GQs will be enumerated using the Individual Census Questionnaire for GQ (SC-Q-GE) and residents of transitory units at TLs will be enumerated using the Transitory Locations Enumerator Questionnaire (SC-Q-TL). During the field operations, Special Census FRs will also update the addresses of living quarters as needed, based on their observation of HUs, GQs, and TLs.

Several quality assurance measures will be implemented for each Special Census to ensure that high-quality data are gathered using the most efficient and cost-effective procedures. These include edits incorporated into the online questionnaire and the ability to validate potentially erroneous responses in the field. Independent quality assurance checks, such as initial FR observation and review of completed questionnaires, will be conducted by field supervisors and office staff. Quality control field supervisors will conduct the Dependent Quality Check to verify that production FRs performed all listing and mapping tasks completely and accurately. Reinterview of a sample of field questionnaires will also be implemented by a quality control FR to ensure the quality of the data collected in the field.

As the Census Bureau develops automated tools and methods for data collection and listing for the 2030 Census, the Special Census Program may incorporate this additional automation later in the decade. Updates to the operational design will be implemented no earlier than 2026. The incorporation of additional automation may increase data collection quality and efficiency, resulting in a cost savings for GUs, but the extent of those cost savings is currently unknown.

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.

Local jurisdictions request and contract with the Census Bureau to conduct Special Censuses because similar data are not available to them between decennial censuses. These local GUs use data from their Special Censuses in order to receive state funds based on the most current population data for their jurisdiction. For some states, distribution of these state funds cannot rely on anything less than a full and complete population census and requires official statistics from the Census Bureau. The data collection for the Special Census Program is not duplicative of any other collection effort (i.e., not a duplication of the 2020 Census). Similar information about the GUs from other surveys (such as the American Community Survey) cannot be used or modified for use for the purposes described above.

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

The collection of information for the Special Census Program has minimal impact on small businesses or other small entities. Data are collected from residents of GQs and TLs, some of which may be small businesses. Only the necessary questions are asked of the residents of these facilities on the GQ and TL Special Census questionnaires, which contain the same questions as the 2020 Census questionnaires. The FRs will contact the facility managers of the GQs and TLs in advance of their visit to schedule an enumeration appointment. In addition, FRs may need some assistance during their visit to coordinate enumeration activities. Facility managers of GQs may also receive a follow up phone call as a quality check. However, no data about the GQ or TL business operations are collected during the Special Census. In addition, small businesses in the local jurisdiction may benefit from the data collection by having another source of demographic data for their area.

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.

The collection for the Special Census Program is done at the request of the GU, consistent with the authorization provided in Title 13, Section 196. Based on precedent, the public could expect that the Census Bureau will conduct the Special Census Program following the 2020 Census because Special Censuses have been conducted in the years following every decennial census since 1915.

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 the Special Census Program that require respondents 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 respondents to prepare a written response in fewer than 30 days from the start of Special Census.
- **requiring respondents to submit more than an original and two copies of any document;** There are no special circumstances in the Special Census that require respondents 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 Special Census Program that require respondents 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 the Special Census Program 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 the Special Census Program 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;** The pledge of confidentiality for the Special Census Program is supported by authority established by Title 13 and by disclosure and data security policies that are consistent with the pledge.
- **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 in the Special Census Program.

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 60-day Federal Register Notice for the Special Census Program was published on May 25, 2022. The document citation for the 60-day Federal Register Notice is: 87 FR 31855; pages 31855-

31856; document number 2022-11218.

Link: [Federal Register :: Agency Information Collection Activities; Submission to the Office of Management and Budget \(OMB\) for Review and Approval; Comment Request; Special Census Program](#)

The comment period for the 60-day Federal Register Notice closed on July 25, 2022. The Census Bureau received three comments in response to the 60-day Federal Register Notice. Two comments were letters in support of the Special Census Program. The first comment was received from the Bureau of Economic Analysis (BEA), Department of Commerce. According to the comment, BEA uses population and housing data in its estimates of Gross Domestic Product (GDP) for Puerto Rico and the U.S. Island Areas (i.e., American Samoa, the Commonwealth of the Northern Mariana Islands, Guam, and the U.S. Virgin Islands), specifically for the measures of consumer spending. Currently, federal survey data on population and housing for certain U.S. geographic areas, such as the U.S. Island Areas, are collected only once every ten years through the decennial census. Should a GU request a Special Census of these geographic areas—for example in the event of a natural disaster—the data would improve BEA’s annual estimates of GDP for the same time frame and allow for the calculation of additional measures of interest to the public, such as per capita consumer spending.

The second comment in support of the Special Census Program was received from the U.S. Department of the Interior’s Office of the Assistant Secretary for Indian Affairs, Office of Assistant Secretary for Insular and International Affairs, and the Office of Policy, Management, and Budget. The Department of the Interior’s support for this reinstatement is based on their reliance on accurate demographic, economic, and housing data from U.S. statistical agencies to inform decision making in Tribal and U.S. Island Areas (e.g., American Samoa, the Commonwealth of the Northern Mariana Islands, Guam, and the U.S. Virgin Islands). The comment lists specific situations where the Special Census Program could have particular utility to Tribal and U.S. Island Area populations, including the following: capturing changes in migration following natural disasters; addressing quality concerns in existing publicly available federal data sets; and supporting specific policy and legislative needs.

The Department of Interior suggests that the Census Bureau consider special outreach to Tribal governments and U.S. Island Areas, especially those with less capacity for electronic communications. The Department of the Interior also urges the Census Bureau to consider how the cost of the Special Census impacts the ability of Tribal governments and Island Areas to access this critical program and consider waivers or cost-sharing options for Tribal governments and U.S. U.S. Island Areas to mitigate the impact of the cost of the Special Census. In addition, the Department of Interior encourages the Census Bureau to consider special enumeration challenges, including the population’s access to the Internet, and use collection methods that have been most successful for the Tribal and U.S. Island Areas.

The Census Bureau, through its Tribal Affairs Coordinator, will continue to engage with Tribal governments to ensure that they are aware of the Special Census Program and work to mitigate any unique challenges posed by conducting an enumeration on Tribal land. This could include

conducting a paper-only Special Census, if the Tribal government was concerned about internet usage; however, this could increase the cost of the Special Census. Unfortunately, the Census Bureau is unable to consider waivers of the cost of any Special Census. The authority to conduct the Special Census, 13 U.S.C. §196, requires reimbursement.

The third comment was a general criticism of the government and the decennial census and is out of scope/irrelevant.

The Special Census Program uses largely the same design as the 2020 Census. In developing the design of the 2020 Census, the Census Bureau consulted with a variety of stakeholders, including, but not limited to, academics, national researchers, community and organizational leaders, the Congress (particularly through its authorizing and appropriations committees), and the Census Bureau's advisory committees, in particular the National Advisory Committee and the Census Scientific Advisory Committee. In addition, external consultants from the National Academy of Sciences provided regular feedback that contributed to research objectives and the ultimate design plans. Between December 2012 and February 2019, the Census Bureau held quarterly Program Management Reviews to provide updates on the status of operations and programs. These were attended by members of oversight organizations and the National Academy of Sciences. The programs were also streamed live on the internet to allow maximum exposure and awareness of plans by all stakeholders for the 2020 Census.

Findings and recommendations from over a dozen audits each, covering a variety of operations and program management activities, by the Government Accountability Office and the U.S. Department of Commerce's Office of Inspector General were also factored into planning for the 2020 Census.

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

The Census Bureau will not provide any payment or gift to respondents as part of the Special Census Program.

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 information collected in Special Censuses is voluntary. Respondents are informed that their answers will be kept confidential pursuant to Title 13, United States Code, Section 9. This information is provided in mailing materials and in a Confidentiality Notice (SC-CN(E/S)), which explains how the Census Bureau is protecting respondents' information. The Confidentiality Notice is provided within the internet self-response instrument for respondents that complete the Special Census online. Additionally, Special Census field staff are required to give a Confidentiality Notice to each person from whom they request special-census-related information.

Personally identifiable information collected includes name, address, telephone/cell phone number, sex, and relationship to a referenced person. Disclosure of the information provided to the Census Bureau is permitted under the Privacy Act of 1974 (5 U.S.C. § 552a) and may be shared with other Census Bureau staff for work-related purposes. Disclosure of this information is also subject to all of the published routine uses as identified in the Privacy Act System of Records Notice COMMERCE/Census-3 Demographic Survey Collection (Census Bureau Sampling Frame)(name change from COMMERCE/CENSUS-3, Special Censuses, Surveys, and Other Studies, pending publication in the Federal Register).

Respondent information on paper questionnaires will be stored in a secure location within the Special Census Office (SCO). All SCO staff receive training on data stewardship and Title 13 compliance and will be trained on specific procedures on the proper handling of confidential respondent information and Personal Identifiable Information (PII). Access is limited to certain populations of the Census Bureau's workforce and limited to Special Sworn Status individuals.

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.

The content of the questionnaires for the 2020 Special Census Program is the same as the 2020 Census. The questions in the 2020 Census include name, date of birth, household population count, age, Hispanic origin, race, relationship to reference person, sex, and tenure (whether the home is owned or rented). A number of these questions could be considered sensitive by some people.

The Census Bureau collects racial and ethnic data in accordance with the 1997 OMB standards on race and ethnicity. Information on race and Hispanic origin is required for many federal programs and is critical in making policy decisions, particularly for civil rights. Racial and ethnic statistics are used in planning and evaluating government programs and policies to ensure they fairly serve the needs of each community and to monitor against discrimination in these programs and in society. Race and Hispanic origin data are also used to promote equal employment opportunities and to assess racial and ethnic disparities in health and environmental risks.

The Census Bureau collects relationship data, the relationship of each person in a household to the reference person, in order to produce data about families, households, and other groups, and to present other data at a household level. Expanded relationship categories are designed to produce accurate data about households, including coupled households. Relationship data are used in planning and funding government programs that provide funds or services for families, people living or raising children alone, grandparents living with grandchildren, or other households that qualify for additional assistance.

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

- **Indicate the number of respondents, frequency of response, annual hour burden, and an explanation of how the burden was estimated. Unless directed to do so, agencies should not conduct special surveys to obtain information on which to base hour burden estimates. Consultation with a sample (fewer than 10) of potential respondents is desirable. If the hour burden on respondents is expected to vary widely because of differences in activity, size, or complexity, show the range of estimated hour burden, and explain the reasons for the variance. Generally, estimates should not include burden hours for customary and usual business practices.**
- **If this request for approval covers more than one form, provide separate hour burden estimates for each form and aggregate the hour burdens.**
- **Provide estimates of annualized cost to respondents for the hour burdens for collections of information, identifying and using appropriate wage rate categories. The cost of contracting out or paying outside parties for information collection activities should not be included here. Instead, this cost should be included under ‘Annual Cost to Federal Government’ (Item #14).**

Based on previous experience with Special Censuses and the fact that the Special Census questionnaires and procedures are very similar to (and in many cases exactly the same as) those used in the 2020 Census, we estimate burden hours as shown below.

The estimated total annual burden is 59,560 hours. Please note that the burden hours in the Federal Register notice published on May 25, 2022 on pages 31855 and 31866 have been revised and updated. The number of burden hours were incorrectly listed as 56,667 on the 60-day Federal Register Notice. The new estimated total annual burden includes an estimated 2,833 burden hours for field data collection for quality control reinterview and 60 burden hours for the Governmental Unit Cost Estimate Request form.

Table 1: Estimated Annualized Respondent Burden Hours

Operation or Category	Type of Respondent	Estimated Number of Respondents	Burden Hours/Response	Total Burden Hours
Internet Self-Response	Resident of Housing Unit	170,000	10 minutes	28,333
Field Data Collection (Listing and Enumeration)	Resident of Housing Unit, Transitory Location, and	170,000	10 minutes	28,333

	Group Quarters			
Reinterview for Field Data Collection	Resident of Housing Unit, Transitory Location, and Group Quarters	17,000	10 minutes	2,833
Governmental Unit Cost Estimate Request	Governmental Unit	80	45 minutes	60
Total Respondent Burden	-	357,080	-	59,560

Table 2 Estimated Annualized Respondent Costs

Type of Respondent	Number of Respondents	Number of Responses per Respondent	Average Burden per Response	Hourly Wage Rate*	Total Burden Costs
Household / Facility Respondent	357,000	1	10 minutes	\$28.01	\$1,666,595.00
Governmental Unit Administrator	80	1	45 minutes	\$37.74	\$2,264.40
Total	357,080	--	--	--	\$1,668,859.40

*The wage rate for household respondents is estimated based on average hourly rate among all occupations as reported by the Bureau of Labor Statistics as of May 2021. BLS's *Occupational Outlook Handbook* <https://www.bls.gov/bls/blswage.htm> The wage rate for Governmental Unit Administrators is estimated based on an average hourly rate for Urban and Regional Planners as reported by the Bureau of Labor Statistics as of May 2021.

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).

There are no capital/start-up or ongoing operation/maintenance costs associated with the respondent in this information collection. There are no costs to respondents other than that of their time to respond.

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

The Special Census Program is a cost-reimbursable program where the requesting entity pays the Census Bureau to conduct the Special Census. Appropriated funds for the decennial census will pay for the expenses necessary to stand up the 2020 Special Census Program. These are the costs necessary to have a Special Census Program regardless of the number of Special Censuses that

might be conducted. Once the infrastructure is created, GUs will be charged for the costs directly related to their Special Census. This method for funding the program is optimal given that Special Censuses are requested by GUs, and the Census Bureau cannot know the total number of Special Censuses that would be conducted in the inter-census years. With initial funds being covered by the Census Bureau's appropriations, the Census Bureau does not have to approximate the per-Special Census costs of starting the program using indefinite variables.

Activities that are paid for by decennial census appropriated funds include the costs for: project management; development of paper materials; system development; system testing; planning for recruiting, hiring, and staffing; training development; and geographic product design. The cost to the Federal government from the Special Census Program is the amount of appropriated funds dedicated to the program. The cost of preparation and planning, which happens in FY22 and FY23, is approximated to be \$2.9 million annually. The Census Bureau will continue to use appropriated funds for project management of the Special Census Program. This cost is dependent on the number and scope of Special Censuses.

Activities and expenses paid for by the GU requesting the Special Census include the following: identification of the enumeration area; printing, assembly, and shipping of materials; facilities; equipment; recruiting and background check activities; Special Census Office (SCO) staffing costs; Census Headquarters and Regional Office staffing costs; and data product creation resources.

Regarding the cost of Special Censuses, in the 2010 Special Census Program, the average cost of a Special Census was \$400,000. The overall costs for Special Censuses ranged from \$14,000 to \$4 million during the decade following the 2010 Decennial Census.

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

The Census Bureau is requesting a reinstatement of a previously approved collection, the Special Census Program, with change. For the 2020 Special Census Program, the Census Bureau will use an internet self-response instrument for respondents to self-respond to their Special Census. The internet self-response instrument for the 2020 Special Census Program is similar to the one used for the 2020 Census. This is a change from previous Special Censuses which did not include any options for respondents to self-respond. This program change was made to provide respondents with an additional option for responding to the Special Census. This change will reduce costs for the GUs and improve efficiency of data collection.

Additionally, the Special Census Program will no longer require GUs to pay a fee when submitting a Special Census Cost Estimate Request form. This is a change from the 2010 Special Census Program, where the fee was \$200 per request for cost estimate, and from the 60-day FRN for the 2020 Special Program, where we stated only that there would be a fee.

Special Census data products will also be protected using 2020 Census differential privacy methods for disclosure avoidance, as opposed to disclosure avoidance methods used for the 2010 Special Census Program. To ensure the efficacy of disclosure avoidance protections, all

partial Special Censuses must contain at least one full 2020 Census Tabulation Tract. Additionally, some GUs may receive limited data products depending on the geography that is enumerated as part of the Special Census. Furthermore, this methodological change necessitates that a block or tract can only be included in a Special Census one time between 2023 and 2028. This is a change from the 2010 Census in which the minimum geography required for a Special Census was a Census Block and multiple Special Censuses could be conducted for the same area.

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.

The Special Census Program will begin accepting requests for cost estimates from GUs on March 1, 2023. Requests for cost estimates will be accepted through May 2027. Please see below for the major milestones for the 2020 Special Census Program. Each Special Census requested by a GU will have a separate data collection schedule based on the timing of their request and the signing of the Memorandum of Agreement (MOA). Data products will be distributed to the GUs and also posted at data.census.gov for public use.

Data products for the Special Census Program include a letter from the Census Bureau director that contains the total population and total HU counts for the Special Census area; a Special Census data product with counts of the Special Census's total population and total HUs by block; and 2020 Census tabulation tract-level (and above) demographic profiles. Demographic profiles will contain the same content as the 2020 Census demographic profiles. The geography included in the Special Census will impact which data products the GU receives based on disclosure avoidance considerations. Some GUs will not receive the full suite of data products.

The 2020 Census disclosure avoidance methodology will be used with a few changes for the Special Census Program. The minimum statistical area for which partial Special Censuses can be conducted is a 2020 Census tabulation tract. This is different from the 2010 Special Census Program where partial Special Censuses were done by block. Due to this change in methodology, only GUs whose jurisdictions encompass one or more 2020 Census tracts will be able to request a partial Special Census. Furthermore, this methodological change necessitates that a block or tract can only be included in a Special Census one time between 2023 and 2028. A GU may request multiple partial Special Censuses, but they cannot be of overlapping areas. Finally, the geography included in the Special Census will impact which data products the GU receives based on disclosure avoidance considerations. Some GUs will not receive the full suite of data products.

An approximate schedule for the Special Census Program is below. Please note that the actual dates for activities 2, 3, and 4 are dependent on the timing of the Cost Estimate Request form (SC-900) receipt and scope of the first Special Census.

#	Approximate Special Census Milestones	Date
1	Begin Acceptance of GU Cost Estimate Request form (SC-900)	3/1/2023
2	Begin Self-Response	1/10/2024
3	Begin Field Data Collection	2/14/2024
4	Deliver First Data Product	7/1/2024
5	Final Acceptance of Cost Estimate Request forms (SC-900)	6/4/2027
6	End of Operation	9/30/2028

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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 is seeking approval to not display the OMB expiration date on the paper questionnaires and materials associated with this information collection. Since the Census Bureau plans to use the same questionnaires and materials for the duration of this decade's Special Census Program and print them in bulk, we are requesting to not display the OMB expiration date on the printed questionnaires and materials. This is to prevent wastage, allow the Census Bureau to save on printing costs, and avoid unneeded reprinting. The OMB expiration date will appear on the internet self-response instrument.

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

The agency certifies compliance with 5 CFR 1320.9 and the related provisions of 5 CFR 1320.8(b)(3).

Attachments to the Supporting Statement: Please see Attachment A for the Special Census Materials List