




Electronic Group Quarters Advance Contact Instrument Wireframe

WELCOME

 An official website of the United States government [Here's how you know](#) ▾

 [FAQ](#)  Languages ▾ [Save and Log out](#)

Please read GQ
ADMIN Resources
for full instructions
on using this system

[CONTACT US](#) [GQ ADMIN Resources](#) [LOGOUT](#)

GQ ADMINISTRATOR WELCOME PAGE

You have logged on to the:
Group Quarters Advance Contact (GQAC) Internet Questionnaire
for Reporting Group Quarters Information

During the GQAC interview, you will be asked to:

- Review a list of the Group Quarters (GQs) you are responsible for, and report issues, if necessary.
- Verify/Provide a MAXIMUM POPULATION COUNT and provide an EXPECTED POPULATION COUNT for each GQ.
- Answer a series of questions about each GQ, select an enumeration method and schedule a date and time for the enumeration, if applicable.



Today
IS:


XXXX

FINISH
by:



XXXX

[Click Here to CONTINUE](#)

 An official website of the United States government [Here's how you know](#) 



FAQ

 Languages 

Save and Log out

Today IS:

FINISH by:

XXXX

XXXX


CONTACT US

GQ ADMIN Resources

LOGOUT

Review your Group Quarters

Below is a sortable list of your GQs to review. If the information is correct, select **CORRECT**. If the information is incorrect, select **INCORRECT**.

Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	Correct/Incorrect	Status 
XYV University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>Correct</div> <div>Incorrect</div>	CORRECT
XYV University	Residence Hall B	452 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>Correct</div> <div>Incorrect</div>	INCORRECT
XYV University	Residence Hall C	453 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>Correct</div> <div>Incorrect</div>	NOT REVIEWED
XYV University	Residence Hall E	455 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>Edit</div> <div>Delete</div>	NEW GQ

Showing 1 to 4 of 10 entries

Previous

1

2

Next

CLICK HERE TO WATCH A VIDEO ON HOW TO REVIEW YOUR GQS

Click to DOWNLOAD GQs for your review off-line

Click HERE to ADD New GQs

Confirm and Submit

3

GQ INCORRECT REASONS

An official website of the United States government [Here's how you know](#) ▾

United States[®]
Census
Bureau

FAQ Languages ▾ Save and Log out

CONTACT US GQ ADMIN Resources LOGOUT

XYZ UNIVERSITY, RESIDENCE HALL B, 123 Silver Hill RD,
Suitland MD 20746
INCORRECT

What is the reason(s) that the information for this GQ is incorrect? *(Select all that apply)*
NOTE: *The Census Bureau will evaluate all corrections to determine if the changes will be applied. You will not see these corrections in your list of GQs.*

☐ [Facility Name is incorrect](#)

☐ [GQ Name is incorrect](#)

☐ [GQ Address is incorrect](#)

☐ [GQ Type Description is incorrect](#)

☐ [It is no longer a GQ](#)

☐ [It has moved to another location \(new address\)](#)

☐ [GQ Name and Address is a Duplicate of another GQ](#)

Cancel Save and Continue

GQ ADDRESS INCORRECT

An official website of the United States government [Here's how you know](#) ▾

United States Census Bureau [FAQ](#) [Languages](#) ▾ [Save and Log out](#)


[CONTACT US](#) [GQ ADMIN Resources](#) [LOGOUT](#)


XYZ UNIVERSITY, RESIDENCE HALL B, 123 Silver Hill RD,
Suitland MD 20746
INCORRECT

You Selected: [GQ Address is Incorrect](#)


GQ NAME:	Residence Hall B
Street Number:	123
Street Name:	Silver Hill Rd
City:	Suitland
State:	MD
Zip Code:	20746

[Save and Continue](#)

 An official website of the United States government [Here's how you know](#)



FAQ

 Languages

Save and Log out

Today IS:

FINISH by:

XXXX

XXXX

CONTACT US

GQ ADMIN Resources

LOGOUT

Review your Group Quarters

Below is a sortable list of your GQs to review. If the information is correct, select **CORRECT**. If the information is incorrect, select **INCORRECT**.

Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	Correct/Incorrect	Status
XYV University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>CorrectIncorrect</div>	CORRECT
XYV University	Residence Hall B	452 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>CorrectIncorrect</div>	INCORRECT
XYV University	Residence Hall C	453 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>CorrectIncorrect</div>	NOT REVIEWED
XYV University	Residence Hall E	455 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>EditDelete</div>	NEW GQ

Showing 1 to 4 of 10 entries

Previous

12

Next

CLICK HERE TO WATCH A VIDEO ON HOW TO REVIEW YOUR GQS


Click to DOWNLOAD GQs for your review off-line


Click HERE to ADD New GQs

Confirm and Submit


6

Add GQS

 An official website of the United States government [Here's how you know](#) ▾



FAQ

 Languages ▾

Save and Log out

CONTACT US

GQ ADMIN Resources


LOGOUT



Add Group Quarters not on your list in the table below.

	Facility name ▾	GQ name ▾	GQ type description ▾	GQ address number ▾
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Go Back

Save and Continue



 An official website of the United States government [Here's how you know](#) ▾


 [FAQ](#)  [Languages](#) ▾ [Save and Log out](#)

[CONTACT US](#) [GQ ADMIN Resources](#) [LOGOUT](#)



Thank you for reviewing your GQs. Next, we will ask for additional information about each of your GQs.

[Continue](#)

 An official website of the United States government [Here's how you know](#) 



[FAQ](#)

 Languages 

[Save and Log out](#)

CONTACT US

GQ ADMIN Resources

LOGOUT

1. Please verify or enter the MAXIMUM NUMBER OF PEOPLE who can live or stay at each GQ. If you do not know the exact number, please provide an estimate. If no one can live or stay there, enter '0' (zero). Do not leave blank.

Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	Maximum Population
XYV University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	175
XYV University	Residence Hall B	452 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	0
XYV University	Residence Hall C	453 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	
XYV University	Residence Hall A	454 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	

Showing 1 to 4 of 10 entries

Previous

1

2

Next

Save and Continue


9

Max Pop Zero

'Max Pop Zero' screen will pop up when the Max Pop is selected as ZERO.


For every address where the Max Pop is Zero the window will be displayed.

Save and Continue will trigger every address with MAX POP = ZERO FIRST

 An official website of the United States government [Here's how you know](#)

United States Census Bureau

FAQ

 Languages

Save and Log out

CONTACT US

GQ ADMIN Resources

LOGOUT

For XYZ University, RESIDENCE HALL A, 451 Branch AVE
Marlow Heights MD 20748:

1a. Why can no one live or stay at this GQ? Please select a reason below.

☐ Closed/Not Operating

☐ Demolished/Burned Out

☐ Uninhabitable (Open to elements/condemned/Under Construction)

☐ Non Residential

☐ Other - Please explain in NOTES

1b. What was the last date that someone lived or stayed at this GQ?

☐ Don't Know

Month

January
February

Year

2023
2024

Enter additional information below:

Type Text Here

Go Back

Save and Continue

10

Today IS:

XXXX

FINISH by:

XXXX

CONTACT US

GQ ADMIN Resources

LOGOUT

An official website of the United States government

Here's how you know

United States Census Bureau

FAQ

Languages

Save and Log out

3. Does this GQ serve males only, females only, or both males and females? Please make your selection from the dropdown menu.

Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	Status
XYV University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	Males Only
XYV University	Residence Hall B	452 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	Females Only
XYV University	Residence Hall C	453 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	Both
XYV University	Residence Hall E	455 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	Select One
				Males Only
				Females Only
				Both

Showing 1 to 4 of 10 entries

Previous

1

2

Next

Save and Continue


11

Select GQ from list to
select its enumeration
method

An official website of the United States government [Here's how you know](#)

United States
Census
Bureau

FAQ

 Languages

Save and Log out

Today
IS:

XXXX

FINISH
by:

XXXX

CONTACT US

GQ ADMIN Resources

LOGOUT

Click **START** for each GQ to select a method that will be used to count your residents:

Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	Action	Status
XYV University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>EDIT</div>	Complete
XYV University	Residence Hall B	452 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>EDIT</div>	Complete
XYV University	Residence Hall H	456 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>EDIT</div>	In Progress
XYV University	Residence Hall C	453 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>START</div>	Not Started
XYV University	Residence Hall E	455 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>START</div>	Not Started
XYV University	Residence Hall F	457 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>START</div>	Not Started
XYV University	Residence Hall G	455 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<div>START</div>	Not Started

Showing 1 to 7 of 10 entries

Previous

1

2


Next


Save and Logout

Confirm and Submit

Select Enum method for selected GQ

This full list of options will be modified for specific GQ types (not all GQ types are eligible for all enumeration options).

 An official website of the United States government [Here's how you know](#) ▾

 [FAQ](#) [Languages](#) ▾ [Save and Log out](#)

[CONTACT US](#) [GQ ADMIN Resources](#) [LOGOUT](#)


Today
IS:

XXXX

FINISH
by:

XXXX

**For XYZ University, RESIDENCE HALL A, 451 Branch Ave
Marlow Heights MD 20748**

 [CLICK HERE TO WATCH THE VIDEOS ABOUT THE
ENUMERATION METHODS AVAILABLE TO YOUR GQ](#)

☐

GQ Internet Self-Response (GQ ISR)

☐

Electronic Response Data Transfer (eResponse)

☐

In-Person Interview

☐

Drop Off/Pick up of Questionnaires

☐

Paper Response Data Collection (Paper Listings)

☐

Facility Self-Enumeration

**1. Please select one
of the enumeration
methods available to
your GQ.**

[Save and Continue](#)

Apply enumeration
method to more than
one GQ?

An official website of the United States government [Here's how you know](#) ▼

United States Census Bureau

FAQ Languages ▼ Save and Log out

CONTACT US GQ ADMIN Resources LOGOUT

Today IS: FINISH by:

XXXX XXXX

You selected
Electronic Response Data Transfer (eReponse) for
XYZ University, RESIDENCE HALL A, 451 Branch Ave
Marlow Heights MD 20748

Do you want to apply this enumeration method to MORE THAN ONE of your GQs?

☐ YES

☐ NO

If you are sure,
please click SAVE
AND CONTINUE.

Go Back Save and Continue

Apply enumeration method to more than one GQ? Yes

An official website of the United States government
[Here's how you know](#)

[FAQ](#)
[Languages](#)
[Save and Log out](#)

[CONTACT US](#)
[GQ ADMIN Resources](#)
[LOGOUT](#)

Today IS:
XXXX

FINISH by:
XXXX

You selected Electronic Response Data Transfer (eResponse) for
XYZ University, RESIDENCE HALL A, 451 Branch Ave Marlow Heights MD 20748

Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	Select All or specific GQs only
XYV University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<input checked="" type="checkbox"/>
XYV University	Residence Hall B	452 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<input type="checkbox"/>
XYV University	Residence Hall C	453 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<input type="checkbox"/>
XYV University	Residence Hall A	454 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<input checked="" type="checkbox"/>

Showing 1 to 4 of 10 entries

Go Back

If you are sure,
please click SAVE
AND CONTINUE.

Previous

1

2

Next


Save and Continue

Confirmation of completed
list of GQs

An official website of the United States government [Here's how you know](#) ▾

United States[®]
Census
Bureau

FAQ

 Languages ▾

Save and Log out

CONTACT USGQ ADMIN ResourcesLOGOUT

Today
IS:

FINISH
by:

XXXX

XXXX

Thank you.

You have completed the GQAC Internet questionnaire. Below is
a list of your GQs and the selected enumeration method(s).

Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	Appointment Date and Time	Enumeration Method
XYV University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	N/A	GQ ISR – Resident Email Address to Census
XYV University	Residence Hall B	452 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	N/A	GQ ISR – Unique to each Resident
XYV University	Residence Hall C	453 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	8/28/2030 1:00 PM	In Person Interview
XYV University	Residence Hall A	454 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	8/29/2030 3:00 PM	Facility Self-Enumeration

Showing 1 to 4 of 10 entries

Previous

1

2


Next



Download GQs for your records

Confirm and Submit

16

LOGOUT

 An official website of the United States government [Here's how you know](#) ▼

 FAQ  Languages ▼ Save and Log out

[CONTACT US](#) [GQ ADMIN Resources](#) [LOGOUT](#)

Thank you for your time and cooperation!
You will receive a confirmation email
shortly.
Please Logout.

[Logout](#)

Steps FOR GQ review, correction, and adding missing GQs

An official website of the United States government [Here's how you know](#)

United States Census Bureau

FAQ Languages Save and Log out

Today IS: FINISH by: XXXX XXXX

CONTACT US GQ ADMIN Resources LOGOUT

Review your Group Quarters

Below is a sortable list of your GQs to review. If the information is correct, select CORRECT. If the information is incorrect, select INCORRECT.

Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	Correct/Incorrect	Status
XYV University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	501 - College/University Student Housing	Correct Incorrect	CORRECT
XYV University	Residence Hall B	452 Branch Ave Marlow Heights MD 20748	501 - College/University Student Housing	Correct Incorrect	INCORRECT
XYV University	Residence Hall C	453 Branch Ave Marlow Heights MD 20748	501 - College/University Student Housing	Correct Incorrect	NOT REVIEWED
XYV University	Residence Hall E	455 Branch Ave Marlow Heights MD 20748	501 - College/University Student Housing	Edit Delete	NEW GQ

Showing 1 to 4 of 10 entries

Previous 1 2 Next

CLICK HERE TO WATCH A VIDEO ON HOW TO REVIEW YOUR GQS

Click to DOWNLOAD GQs for your review off-line

Click HERE to ADD New GQs

Confirm and Submit

An official website of the United States government [Here's how you know](#)

United States Census Bureau

FAQ Languages Save and Log out

CONTACT US GQ ADMIN Resources LOGOUT

XYZ UNIVERSITY, RESIDENCE HALL B, 123 Silver Hill RD, Suitland MD 20746
INCORRECT

What is the reason(s) that the information for this GQ is incorrect? (Select all that apply)
NOTE: The Census Bureau will evaluate all corrections to determine if the changes will be made. You will not see these corrections in your list of GQs.

☐ Facility Name is incorrect
☐ GQ Name is incorrect
☐ GQ Address is incorrect
☐ GQ Type Description is incorrect
☐ It is no longer a GQ
☐ It has moved to another location (new address)
☐ GQ Name and Address is a Duplicate of another GQ

Cancel Save and Continue

An official website of the United States government [Here's how you know](#)

United States Census Bureau

FAQ Languages Save and Log out

CONTACT US GQ ADMIN Resources LOGOUT

XYZ UNIVERSITY, RESIDENCE HALL B, 123 Silver Hill RD, Suitland MD 20746
INCORRECT

You Selected: GQ Address is Incorrect

GQ NAME: Street Number: City: State: Zip Code:

Residence Hall B
123
Silver Hill Rd
Suitland
MD
20746

Save and Continue

An official website of the United States government [Here's how you know](#)

United States Census Bureau

FAQ Languages Save and Log out

ADD GROUP QUARTERS NOT ON YOUR LIST

Line No.	Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	GQ Address Number	GQ Street Name	GQ City	GQ State	GQ Zip Code	GQ Building Number (if applicable)	GQ Building Name (if applicable)	GQ Building Type (if applicable)	GQ Building Use (if applicable)	GQ Building Material (if applicable)	GQ Building Color (if applicable)	GQ Building Shape (if applicable)	GQ Building Size (if applicable)	GQ Building Age (if applicable)	GQ Building Condition (if applicable)	GQ Building Status (if applicable)	GQ Building Notes
1	XYV University	Residence Hall B	123 Silver Hill Rd	501 - College/University Student Housing																	

GQ ADD RECORD ADD RECORD INSTRUCTIONS

Go Back Confirm and Submit

If a GQ Type Code 501, please include fraternities and sororities

Providing information for every GQ

An official website of the United States government [Here's how you know](#)

United States Census Bureau

FAQ Languages Save and Log out

CONTACT US GQ ADMIN Resources LOGOUT

1. Please verify or enter the MAXIMUM NUMBER OF PEOPLE who can live or stay at each GQ. If you do not know the exact number, please provide an estimate. If no one can live or stay there, enter '0' (zero). Do not leave blank.

Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	Maximum Population
XYV University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	501 - College/University Student Housing	175
XYV University	Residence Hall B	452 Branch Ave Marlow Heights MD 20748	501 - College/University Student Housing	0
XYV University	Residence Hall C	453 Branch Ave Marlow Heights MD 20748	501 - College/University Student Housing	
XYV University	Residence Hall A	454 Branch Ave Marlow Heights MD 20748	501 - College/University Student Housing	

Showing 1 to 4 of 10 entries

Previous 1 2

Save and Continue

An official website of the United States government [Here's how you know](#)

United States Census Bureau

FAQ Languages Save and Log out

CONTACT US GQ ADMIN Resources LOGOUT

For XYZ University, RESIDENCE HALL A, 451 Branch AVE Marlow Heights MD 20748:

1a. Why can no one live or stay at this GQ? Please select a reason below.

- ☐ Closed/Not Operating
- ☐ Demolished/Burned Out
- ☐ Uninhabitable (Open to elements/condemned/Under Construction)
- ☐ Non Residential
- ☐ Other - Please explain in NOTES

1b. What was the last date that someone lived or stayed at this GQ?

☐ Don't Know

Month Year

January 2023
February 2024

Enter additional information below

Type Text Here

Go Back Save and Continue

An official website of the United States government [Here's how you know](#)

United States Census Bureau

FAQ Languages Save and Log out

CONTACT US GQ ADMIN Resources LOGOUT

3. Does this GQ serve males only, females only, or both males and females? Please make your selection from the dropdown menu.

Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	Status
XYV University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	501 - College/University Student Housing	Males Only
XYV University	Residence Hall B	452 Branch Ave Marlow Heights MD 20748	501 - College/University Student Housing	Females Only
XYV University	Residence Hall C	453 Branch Ave Marlow Heights MD 20748	501 - College/University Student Housing	Both
XYV University	Residence Hall E	455 Branch Ave Marlow Heights MD 20748	501 - College/University Student Housing	Select One
				Males Only
				Females Only
				Both

Showing 1 to 4 of 10 entries

Previous 1 2 Next

Save and Continue



Contact Us

GQ Admin Resources

Save and Log out

REVIEW YOUR GROUP QUARTERS

Below is a list of your group quarters (GQs) previously confirmed during Group Quarters Advance Contact (GQAC). They are sorted in GQ NAME and ADDRESS order. Please review this list to make sure all the information for each GQ is correct. If the information is correct, select YES; otherwise, select NO.

<div>+ Residence Hall A 451 Branch Ave Marlow Heights MD 20749</div> <div>501 – College/University Housing</div>	Start
<div>+ Residence Hall B 123 Silver Hill Rd Suitland MD 20749</div> <div>501 – College/University Housing</div>	Start
<div>+ Residence Hall C 1120 Allentown Rd Camp Springs MD 20749</div> <div>501 – College/University Housing</div>	Start

If you manage or are responsible for a GQ that is NOT on the list, please contact XXX-XXX-XXXX, immediately.



Contact Us

GQ Admin Resources

Save and Log out


REVIEW YOUR GROUP QUARTERS


Below is a list of your group quarters (GQs) previously confirmed during Group Quarters Advance Contact (GQAC). They are sorted in GQ NAME and ADDRESS order. Please review this list to make sure all the information for each GQ is correct. If the information is correct, select YES; otherwise, select NO.

<div>+ Residence Hall A 451 Branch Ave Marlow Heights MD 20749</div> <div>501 – College/University Housing</div>	→	<div>Is this information correct?</div> <div>Facility Name: XYZ University</div> <div>GQ Name: Residence Hall A</div> <div>GQ Address: 451 Branch Ave Marlow Heights MD 20749</div> <div> <input type="radio"/> Yes <input checked="" type="radio"/> No </div>
<div>+ Residence Hall B 123 Silver Hill Rd Suitland MD 20749</div> <div>501 – College/University Housing</div>	Start	
<div>+ Residence Hall C 1120 Allentown Rd Camp Springs MD 20749</div> <div>501 – College/University Housing</div>	Start	

If you manage or are responsible for a GQ that is NOT on the list, please contact XXX-XXX-XXXX, immediately.

GQ Review V2

An official website of the United States government [Here's how you know](#) 



[Contact Us](#) [GQ Admin Resources](#) [Save and Log out](#)

REVIEW YOUR GROUP QUARTERS

Below is a list of your group quarters (GQs) previously confirmed during Group Quarters Advance Contact (GQAC). They are sorted in GQ NAME and ADDRESS order.

+ Residence Hall A 451 Branch Ave Marlow Heights MD 20749

→

+ Residence Hall B 123 Silver Hill Rd Suitland MD 20749

Start

+ Residence Hall C 1120 Allentown Rd Camp Springs MD 20749

Start

Is this information correct?

Facility Name: XYZ University

GQ Name: Residence Hall A

GQ Address: 451 Branch Ave Marlow Heights MD

GQ Type: 501 – College/University Housing

☐ Yes ☒ No

Why is the information for this GQ incorrect?
Select all that apply

NOTE: The Census Bureau will contact you about

☒ Facility Name is incorrect
Enter correct Facility Name

☒ GQ Name is incorrect
Enter correct GQ Name

☐ GQ Address is incorrect

☐ It is no longer a GQ


☐ GQ name and address is a duplicate of


☐ Other reason

Number of people living or staying here on April 1, 2030

Clear

Save

An official website of the United States government [Here's how you know](#) 



[Contact Us](#) [GQ Admin Resources](#) [Save and Log out](#)

REVIEW YOUR GROUP QUARTERS

Below is a list of your group quarters (GQs) previously confirmed during Group Quarters Advance Contact (GQAC). They are sorted in GQ NAME and ADDRESS order.
Please review this list to make sure all the information for each GQ is correct. If the information is correct, select YES; otherwise, select NO.

+ Residence Hall A 451 Branch Ave Marlow Heights MD 20749

→

+ Residence Hall B 123 Silver Hill Rd Suitland MD 20749

Start

+ Residence Hall C 1120 Allentown Rd Camp Springs MD 20749

Start

Is this information correct?

Facility Name: XYZ University

GQ Name: Residence Hall A

GQ Address: 451 Branch Ave Marlow Heights MD 20749

GQ Type: 501 – College/University Housing

☒ Yes ☐ No

Number of people living or staying here on April 1, 2030

350

Clear

Save

If you manage or are responsible for a GQ that is NOT on the list, please contact XXX-XXX-XXXX, immediately.

21

Select enumeration methods

An official website of the United States government [Here's how you know](#)

United States Census Bureau

FAQ Languages Save and Log out

Today IS: FINISH by: XXXX XXXX

CONTACT US GQ ADMIN Resources LOGOUT

Click **START** for each GQ to select a method that will be used to count your residents:

Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	Action	Status
XYZ University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	EDIT	Complete
XYZ University	Residence Hall B	452 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	EDIT	Complete
XYZ University	Residence Hall H	456 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	EDIT	In Progress
XYZ University	Residence Hall C	453 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	START	Not Started
XYZ University	Residence Hall E	455 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	START	Not Started
XYZ University	Residence Hall F	457 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	START	Not Started
XYZ University	Residence Hall G	455 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	START	Not Started

Showing 1 to 7 of 10 entries

Save and Logout

An official website of the United States government [Here's how you know](#)

United States Census Bureau

FAQ Languages Save and Log out

CONTACT US GQ ADMIN Resources LOGOUT

Today IS: FINISH by: XXXX XXXX

You selected Electronic Response Data Transfer (eResponse) for XYZ University, RESIDENCE HALL A, 451 Branch Ave Marlow Heights MD 20748

Do you want to apply this enumeration method to MORE THAN ONE of your GQs?

YES NO

If you are sure, please click SAVE AND CONTINUE.

Go Back Save and Continue

An official website of the United States government [Here's how you know](#)

United States Census Bureau

FAQ Languages Save and Log out

CONTACT US GQ ADMIN Resources LOGOUT

Today IS: FINISH by: XXXX XXXX

For XYZ University, RESIDENCE HALL A, 451 Branch Ave Marlow Heights MD 20748

1. Please select one of the enumeration methods available to your GQ.

CLICK HERE TO WATCH THE VIDEOS ABOUT THE ENUMERATION METHODS AVAILABLE TO YOUR GQ

- GQ Internet Self-Response (GQ ISR)
- Electronic Response Data Transfer (eResponse)
- In-Person Interview
- Drop Off/Pick up of Questionnaires

Page 1 of 1

An official website of the United States government [Here's how you know](#)

United States Census Bureau

FAQ Languages Save and Log out

CONTACT US GQ ADMIN Resources LOGOUT

Today IS: FINISH by: XXXX XXXX

You selected Electronic Response Data Transfer (eResponse) for XYZ University, RESIDENCE HALL A, 451 Branch Ave Marlow Heights MD 20748

Facility Name	GQ Name	GQ Address/Location Description	GQ Type Description	Select All or specific GQs only
XYZ University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<input checked="" type="checkbox"/>
XYZ University	Residence Hall B	452 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<input type="checkbox"/>
XYZ University	Residence Hall C	453 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<input type="checkbox"/>
XYZ University	Residence Hall A	454 Branch Ave Marlow Heights MD 20748	501 – College/University Student Housing	<input checked="" type="checkbox"/>

Showing 1 to 4 of 10 entries

Go Back

If you are sure, please click SAVE AND CONTINUE.


Previous 1 2 Next


Save and Continue

Group Quarters Residents Internet Self- response Administrator Dashboard Wireframe

Option 1 - Census Bureau sends email invitations to GQ residents	The GQ administrator... Enters names and email addresses for residents in the system.	The Census Bureau... Sends an email to each resident with a link to the online census questionnaire.
Option 2 - GQ Administrator sends Unique ID to each resident by email	The Census Bureau... Provides a list of unique Census IDs (one for each resident) and an example email. Each Census ID is a twelve-digit code that a respondent will enter into the online census questionnaire to complete the census.	The GQ administrator... Assigns each resident a Census ID and then emails each resident 1) their Census ID, 2) a link to the census questionnaire using the example email template.
Option 3 - GQ Administrator sends GQ-specific questionnaire link to residents by email	The Census Bureau... Provides one unique link to the census questionnaire for each GQ. Residents of each GQ will use the same link.	The GQ administrator... Emails the GQ-specific links to residents of each GQ.
Option 4 - GQ Administrator sends generic link and GQ-specific Census IDs to residents by email	The Census Bureau... Sends a generic link to the census questionnaire and a unique Census ID for each GQ. Residents of each GQ will use the same Census ID.	The GQ administrator... Emails the questionnaire link and the GQ-specific Census IDs to residents of each GQ.
Option 5 - Census Bureau drops off paper letters to be distributed to residents	The Census Bureau... Drops off a set of paper invitation letters and paper census forms at a time selected by the administrator. Each letter is pre-printed with the name and address of a specific GQ and a unique ID for each resident.	The GQ administrator... Distributes the letters and census forms to residents of each GQ.

Option 1 Start Page

 An official website of the United States government [Here's how you know](#) ▼

 [Contact Us](#) [GQ Admin Resources](#) [Save and Log out](#)

GQ-ISR – GQ Administrator Sends Email Addresses to the Census Bureau

Please select the method that you would like to use to provide the names and email addresses of the people who lived or stayed in each of your GQs on April 1, 2030.

Once you select a reporting method, it cannot be changed.

DOWNLOAD/ UPLOAD A SPREADSHEET

Download an Excel file template, enter the information for each group quarters, and upload the file with the information in it.



OR


COMPLETE ONLINE SPREADSHEET

Enter the information for each group quarters into an online spreadsheet format.


[Save and Continue](#)

**Option 1 – Select
GQ to enter
resident roster
using online
spreadsheet**

 An official website of the United States government [Here's how you know](#) 

 [Contact Us](#) [GQ Admin Resources](#) [Save and Log out](#)

Select a GQ to enter resident roster using an online spreadsheet.

 [CLICK HERE TO WATCH A VIDEO ABOUT HOW TO ENTER RESIDENT INFORMATION IN THE SPREADSHEET](#)

Select a GQ to start entering Resident Names and Email Addresses.

Facility Name	GQ Name	GQ Address/Location Description	Status
XYZ University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	Complete
XYZ University	Residence Hall B	123 Silver Hill Rd Suitland MD 20746	In progress
XYZ University	Residence Hall C	1120 Allentown Rd Camp Springs MD 20749	Not Started

Today is:

April 1,
2030

Finish by:

April 8,
2030

Save and Continue

**Option 1 - Enter
resident roster for
selected GQ in
online spreadsheet**

An official website of the United States government [Here's how you know](#) ▼

United States Census Bureau [Contact Us](#) [GQ Admin Resources](#) [Save and Log out](#)

Enter resident roster information for the selected GQ in the online spreadsheet below.

[<- go back](#) [You selected](#)

RESIDENCE HALL A, 451 Branch AVE Marlow Heights MD 20748

Enter the First Name, Middle Name (optional), Last Name (s), and Email Address (required) for each resident of this GQ. Make sure the number of people you enter is the same as the number of people you previously told us were living or staying there on April 1, 2030.


#	FIRST NAME	MIDDLE NAME	LAST NAME (S)	EMAL ADDRESS
1	MARY	J	SMITH	MJS21@COLLEGE.EDU
2	JEAN	A	HUMANA	JAH50@COLLEGE.EDU
3	ROBERT	O	PERSONA	ROP02@COLLEGE.EDU


Example:

First Name	MIDDLE NAME	LAST NAME (S)	Email Address
Mary	J	Smith	MJS21@COLLEGE.EDU

[Download file for your records](#) [Submit](#)

**Return to Option 1 Start Page,
download spreadsheet**

 An official website of the United States government [Here's how you know](#) ▼

 [Contact Us](#) [GQ Admin Resources](#) [Save and Log out](#)

GQ-ISR – GQ Administrator Sends Email Addresses to the Census Bureau

Please select the method that you would like to use to provide the names and email addresses of the people who lived or stayed in each of your GQs on April 1, 2030.

Once you select a reporting method, it cannot be changed.

DOWNLOAD/ UPLOAD A SPREADSHEET

Download an Excel file template, enter the information for each group quarters, and upload the file with the information in it.




OR

COMPLETE ONLINE SPREADSHEET

Enter the information for each group quarters into an online spreadsheet format.

[Save and Continue](#)

**Option 1 – Submit resident
roster via Excel template**


AutoSave <input type="checkbox"/> Off    GQ ISR ID spreadsheet mockup - ... <input type="text" value="Search"/> Alfred D Tuttle (CENSUS/C					
File Home Insert Page Layout Formulas Data Review View Developer Help Acrobat					
H13 <input type="text"/> <input type="button" value="X"/> <input type="button" value="✓"/> <input type="button" value="fx"/>					
	A	B	C	D	E
1	Resident number	GQ resident first name	GQ resident middle name (optional)	GQ resident last name	GQ resident email address
2	001				
3	002				
4	003				
5	004				
6	005				
7	006				
8	007				
9	008				
10	009				
11	010				
12	011				
13	012				
14	013				
15	014				
16	015				
17	016				

**Options 2 – Start
page**

An official website of the United States government [Here's how you know](#) ▼

United States Census Bureau Contact Us GQ Admin Resources Save and Log out

Download/View List of Resident Census IDs for each GQ.

 [CLICK HERE TO WATCH A VIDEO ABOUT HOW TO DOWNLOAD AND SEND CENSUS IDS TO YOUR RESIDENTS](#)

Click Here to Download a Microsoft Excel File of Resident Census IDS for each GQ

Today is:	Finish by:	Continue
April 1, 2030	April 8, 2030	

**Option 2 -
Downloaded IDs**

AutoSave Off Book1... Alfred D Tuttle (CENSUS/CBSM FED)						
File Home Insert Page Layout Formulas Data Review View Developer Help Acrobat						
C3						
	A	B	C	D	E	F
1	Resident number	Login ID	GQ resident name	GQ resident email address		
2	001	481512588118				
3	002	734664171074				
4	003	195471451804				
5	004	586075498113				
6	005	910674163202				
7	006	934968801838				
8	007	739345725110				
9	008	109098818513				
10	009	851770979030				
11	010	722788601666				
12	011	426569125773				
13	012	224325609538				
14	013	940895797203				
15	014	667469841554				
16	015	988245451096				
17	016	650119074072				
18	017	145314507138				
19	018	848624572204				
20	019	293715115465				
21	020	775198150731				
22	021	234330801582				
23	022	413348717859				
24	023	968332307290				
25	024	283163419007				

OPTION 2 – Full instructions

An official website of the United States Government [Here's how you know](#)

United States Census Bureau

Contact Us GQ Admin Resources Save and Log out

Please read GQ ADMIN Resources for full instructions.

1. You have downloaded a list of unique RESIDENT CENSUS IDs for each of your GQs. The number of RESIDENT CENSUS IDs must equal the number of people who lived or stayed in that GQ on April 1, 2030. Please check your DOWNLOADS folder for this file and copy to a folder on your computer that you will recognize.
2. Download the sample GQ RESIDENT INSTRUCTION LETTER and REMINDER LETTER. Save these documents to a folder on your computer that you will recognize.
3. Assign a resident to each unique RESIDENT CENSUS ID.
 - A. Open the Microsoft Excel file of RESIDENT CENSUS IDs.
 - B. If you have a file containing the names and email addresses of residents by GQ, open that file.
 - C. For each resident of a GQ, paste their name and email address next to one of the unique Resident Census IDs for that GQ. Repeat this step for each GQ.
 - D. After you have assigned a resident to each Census ID in the Excel file, save the file with a name you will remember.
4. For each GQ, prepare a separate copy of the letter.
 - A. Open the sample GQ RESIDENT INSTRUCTION LETTER.
 - B. In the signature section, enter your name, the GQ name, and if applicable, the facility name.
 - C. Save this copy of the letter for the GQ you entered in the signature section.
5. For each resident of a GQ, prepare and send a separate email:
 - A. Copy and paste the contents of the letter for that GQ into the body of an email.
 - B. Enter the resident's email address into the "To" field, and then paste their unique RESIDENT CENSUS ID (which you assigned to them during step 3) into the indicated space within the body of the email.
6. Repeat step 5 for every resident of each GQ.

[Click Here to Download the RESIDENT LETTER](#) [Respond.census.gov/2030](https://respond.census.gov/2030)

[Click Here to Download the REMINDER EMAIL](#)
[WATCH A VIDEO ABOUT HOW TO
DOWNLOAD AND SEND CENSUS IDS TO
YOUR RESIDENTS](#)

Continue

**OPTION 2 – Email
template example**

SENDER: Group Quarters Administrator Name/GQ Name/Facility Name

SUBJECT LINE: PLEASE RESPOND TO THE CENSUS

PREVIEW TEXT: TODAY IS CENSUS DAY

Dear Resident:

Today is Census Day, April 1, 2030, the 25th Decennial Census of the U.S. population.

Please complete the Individual Census Questionnaire (ICQ) as soon as possible, but no later than **May 2, 2030**, by clicking the link below; it should take only 10 minutes to complete. Your response is important as it represents people who live in facilities like yours.

Respond now at: respond.census.gov/2030

Log in with this unique Census ID:

Remember, this ID has been assigned ONLY to you. Do not share this ID with anyone else.

Thank you for your prompt response. If you have any questions, please contact me.

/S/GROUP QUARTERS ADMINISTRATOR

The Census Bureau is serious about protecting your privacy. By law, we keep your answers confidential and secure (Title 13, U.S. Code, Section 9). Every Census Bureau employee takes an oath to protect your information and keep it confidential.

If you have any questions about the 2030 Census of group quarters, please visit the Census Bureau website at: <www.census.gov/gq/>

We are conducting this survey under the authority of Title 13, U.S. Code, Sections 141, 193, and 221. Title 13, Section 221, as changed by Title 18, imposes a penalty for not responding. Federal law protects your privacy and keeps your answers confidential (Title 13, U.S. Code, Section 9). The Census Bureau is not permitted to publicly release your responses in a way that could identify you. Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data. Disclosure of the information provided to us is permitted under the Privacy Act of 1974 (5 U.S.C. § 552a) and may be shared with Census Bureau staff for work-related purposes. Disclosure of this information is also subject to the published routine uses as identified in the Privacy Act System of Record Notice COMMERCE/CENSUS-5, Decennial Census Programs. By law, the Census Bureau can only use your response to produce statistics.


**Option 3 - GQ Administrator
sends GQ-specific questionnaire
link to residents by email**


GQ ISR ID spreadsheet m... • Saved to this PC				
File Home Insert Page Layout Formulas Data Review View				
C2				
	A	B	C	D
1	Group Quarters	Group Quarters link		
2	Smith Building	www.census.gov/840803364232		
3	Western Hall	www.census.gov/897728841505		
4	Building 101	www.census.gov/208239152765		
5	North Wing	www.census.gov/223804710768		
6	Long-term Unit 7	www.census.gov/772904341854		
7	Memorial Commons	www.census.gov/635132510751		
8	Sunshine Terrace	www.census.gov/242567106290		
9	Crisfield Place	www.census.gov/478737790173		
10	Salisbury Annex	www.census.gov/756017778196		
11				
12				
13				
14				
15				
16				
17				
18				
19				

**Option 4 - GQ Administrator sends
generic link and GQ-specific
Census IDs to residents by email**

GQ ISR ID spreadsheet m... • Saved to this PC				
File Home Insert Page Layout Formulas Data Review View Developer				
B18				
	A	B	C	D
1	Group Quarters	Group Quarters ID		
2	Smith Building	671049752975		
3	Western Hall	473100725816		
4	Building 101	499152100203		
5	North Wing	416377622482		
6	Long-term Unit 7	843951947652		
7	Memorial Commons	150203578502		
8	Sunshine Terrace	720698526931		
9	Crisfield Place	422437201197		
10	Salisbury Annex	548215310448		
11				
12				
13				
14				
15				
16				
17				
18				
19				

Monitor responses for each GQ


An official website of the United States government
[Here's how you know](#)



[Contact Us](#)
[GQ Admin Resources](#)
[Save and Log out](#)

Report Dashboard – The table below shows response rates for each of your GQs. Click the links in the “Residents Who Have Responded” column to see the names of those who have responded in each GQ. Please send reminders to residents who have not yet completed their census form using the reminder email template.

Facility Name	GQ Name	GQ Address/Location Description	Number of people Living or Staying here on April 1, 2030	Residents Who Have Not Responded	Residents Who Have Responded	% Complete
XYZ University	Residence Hall A	451 Branch Ave Marlow Heights MD 20748	128	35	93	73%
XYZ University	Residence Hall B	123 Silver Hill Rd Suitland MD 20745	75	0	75	100%
XYZ University	Residence Hall C	1120 Allentown Rd Camp Springs MD 20748	125	17	108	86%
XYZ University	Residence Hall D	9980 Branch Ave Suitland MD 20746	380	225	155	41%
TOTAL			708	277	431	61%

Today is:

April 1, 2030

Finish by:

May 2, 2030

[Click here to download the GQ resident reminder email](#)

Enumeration Method Descriptions

- For reference during interview if needed.

eResponse

- GQ Administrator/facility contact uploads their data/files to the Census Bureau portal and template.
- An ideal method especially for larger facilities like prisons and college/university student housing.
- GQs need someone who is IT savvy to create the file for the upload.
- All GQs that chose this method but have not responded by May 1, 2020 will be sent to the field for follow up.

GQ Resident Internet Self-Response (ISR)

- GQ residents are able to complete their own census forms using a secure website.
- The Census Bureau provides URLs for the online census form and login credentials
- GQ administrators are able to share the URLs and login credential with their residents via email.
- Census Bureau staff can also drop off paper letters with the URLs and login credentials that can be physically distributed to GQ residents.
- GQ administrators are able to monitor response progress for individual GQs and send email reminders to residents who have not yet responded.

In-Person Interview

- Enumerators use paper Individual Census Questionnaires to conduct the interview.
- Very time consuming. This method is best for locations with a small number of residents or when you can have multiple enumerators to help conduct interviews at the same time.
- Not ideal for GQs whose residents have varied schedules like college students, may have issues with answering questions or be alarmed by a stranger approaching them.

Paper Response Data Collection (paper listings)

- An Enumerator picks up a paper spreadsheet or listing of all the residents at the GQ. The spreadsheet should include all the requested demographic information as specified by the Census Bureau.
- All paper listings are sent to a processing center for keying and data capture.
- Ideal for larger GQs.
- Minimizes the time an Enumerator must spend at the facility.
- Census needs to ensure facility will only provide demographic and usual home elsewhere data and to exclude Social Security Numbers and other PII.

Facility Self-Enumeration

- Only offered to health care facilities, correctional facilities, and military quarters.
- CFS trains facility contact person to conduct enumeration of their own facility.
- Very time consuming for the facility personnel, but it minimizes the need to have a census employee on the premises especially if there are security or privacy concerns on the part of the facility.
- Census will not compensate facility personnel that conduct the enumeration.

Drop off/Pick up of Questionnaires

- Enumerators will drop off ICQ packets for each resident in the GQ and schedule a time to pick them up.
- Requires some help from the facility such as providing a list of current resident/clients and possible passing out and collecting forms.
- Will use ICQs, ICQ Envelopes, and GQ Envelopes

GQ Resident Internet Self-Response (ISR) Options

Option 1: GQ Administrator provides residents' names and email addresses to the Census Bureau

- GQ Administrator inputs the names and email addresses of the residents/clients into the system. The system emails the residents reminders to complete the GQ ISR questionnaire.

Option 2: GQ Administrator sends unique ID to each resident

- The system provides a list of unique Census IDs to the GQ administrator and an example email that they can send to their residents. The GQ administrator assigns each resident their unique Census ID outside of the system, and then emails each resident a link to the GQ ISR questionnaire, along with their Census ID and instructions.

Option 3: GQ Administrator sends customized questionnaire link to residents of each GQ

- The system will send the GQ Administrator a customized link to the GQ ISR questionnaire, which will contain a unique identifier for each GQ. The GQ Administrator will email the residents that customized link, along with instructions for completing the GQ ISR questionnaire.

Option 4: GQ Administrator distributes the link and ID

- The Census Bureau sends a generic questionnaire link and one unique Census ID via email for each GQ to the GQ Administrator (or the information can be made available on the GQ Administrator Dashboard). The GQ Administrator will email the residents the link and the same Census ID, along with instructions for completing the GQ ISR questionnaire.

Option 5: GQ ISR Paper Drop-Off

- The Enumerator drops off the appropriate number of GQ ISR invitation letters/flyers and hardcopy Individual Census Questionnaires (ICQs) based on the Census Day Population Count. The invitation letters/flyers would be pre-printed for each GQ that selects this GQ ISR method, so that the specific GQ name and GQ login ID will be printed on it. The GQ Administrator distributes the flyer/ICQ to each resident. The resident has the choice to complete their questionnaire online (GQ ISR) or complete the ICQ.

OPTION 1: GQ Administrator sends Email Addresses to Census

- GQ Administrator enters Census Day Population Count into the GQ ISR dashboard.
- GQ Administrator inputs the names and email addresses of the residents/clients into the Census system.
- The system will assign a Census ID to each resident, and then send each resident a link to the GQ ISR questionnaire, along with their Census ID and instructions.
- The system creates a list (report/dashboard) of Census IDs with no response submitted. The GQ admin will have the option to download this list.
- The system emails the residents reminders to complete the GQ ISR questionnaire.

OPTION 2: GQ Administrator Sends Unique ID to Each Resident

- GQ Administrator enters Census Day Population Count into the GQ ISR dashboard.
- The Census system will provide a list of Census IDs to the GQ admin. Census will also provide the administrator with an example email that they can send to their residents (downloadable from GQ ISR Dashboard).
- The GQ administrator assigns each resident a census-provided Census ID outside of the Census system, and then emails each resident a link to the GQ ISR questionnaire, along with their Census ID and instructions.
- The system creates a list (report/dashboard) of Census IDs with no response submitted and a list of residents who have responded. The GQ admin will have the option to download this list(s), so that they can link it to their offline list of assigned IDs and manually track who has or hasn't responded.
- The GQ administrator follows up with nonresponding residents.

OPTION 3: GQ Administrator Sends Questionnaire Link to Residents

- GQ Administrator enters Census Day Population count into the GQ ISR dashboard.
- Census will send the GQ Administrator a customized link to the GQ ISR questionnaire, which will have the GQ ISR link embedded in it.
- The GQ Administrator will email the residents that customized link, along with instructions for completing the GQ ISR questionnaire. When each resident responds, the system will generate and assign them a resident Census ID that is linked to the GQ ID.
- The system creates a list (report/dashboard) of Census IDs with the names of residents who have responded. The GQ Administrator will have the option to download this list(s).
- The GQ administrator will have to determine who has not responded and follows up with nonresponding residents.

OPTION 4: GQ Administrator Distributes the Link and ID

- GQ Administrator enters Census Day Population Count into the GQ ISR dashboard.
- The Census Bureau sends the questionnaire link and one Census ID for each GQ via email to the GQ Administrator (or the information can be made available on the GQ Administrator Dashboard).
- The GQ Administrator will email the residents the link and the same Census ID, along with instructions for completing the GQ ISR questionnaire.
- The system creates a list (report/dashboard) of Census IDs with the names of residents who have responded. The GQ Administrator will have the option to download this list(s).
- The GQ administrator will have to determine who has not responded and follows up with nonresponding residents.

OPTION 5: GQ ISR Drop Off Option

- GQ Administrator makes an appointment for the Enumerator to drop off census materials after providing them with the Census Day Population Count.
- The Enumerator drops off the appropriate number of GQ ISR invitation letters/flyers and hardcopy Individual Census Questionnaires (ICQs) based on the Census Day Population Count.
- The invitation letters/flyers would be pre-printed for each GQ that selects this GQ ISR method, so that the specific GQ name and GQ login ID will be printed on it.
- The GQ Administrator distributes the flyer/ICQ to each resident. The resident has the choice to complete their questionnaire online (GQ ISR) or complete the ICQ.
- The Enumerator will pick up the ICQs on an agreed upon date. If a resident responded via the GQ ISR, the Enumerator would download a list of those residents and will know how many ICQs would need to be picked up or completed based on the population count.