

April 28, 2015

**U.S. CENSUS BUREAU NATIONAL ADVISORY COMMITTEE ON
RACIAL, ETHNIC AND OTHER POPULATIONS
WORKING GROUP SCOPE OF WORK**

Language Working Group

Purpose

Prior Census Bureau research on enumeration shows that non-English speaking households are one of the hardest to reach and hardest to count population groups during census enumeration operations. This is due to multiple sociocultural and linguistic factors, and these must be taken into consideration in order to successfully enumerate these persons or groups.

Language needs are rapidly increasing and diversifying in the nation. To increase response and to support the goal of an accurate and cost-effective census, it is necessary to identify the most effective language support services and strategies for use during the census. It is crucial to generate awareness about the census and to facilitate participation for those persons that do not speak or read English well.

In order to overcome the challenges faced by Limited English Proficiency (LEP) populations, the Census Bureau continues to research and refine options for non-English support, in preparation for the 2020 Census. This program looks to identify, test, and refine ways to optimize non-English questionnaire designs and response options for LEP populations and to ensure cultural appropriateness and relevance in all materials.

The Language Working Group will advise on the development, implementation, and analysis of research associated with methods used to identify which languages to support and types of language services to provide in support of the 2020 Census. It will also provide expertise while balancing known challenges of cost containment and maintaining our commitment to high quality data.

Working Group Focus

The Language Working Group will assist the Census Bureau with:

- *Advising Research* – Identifying ways to reduce barriers to enumeration of limited English proficiency groups. Assist with determining language-specific options and needed levels of support.
- *Providing Subject Matter Expertise* – Determining and refining which non-English languages and modes to support, as appropriate.
- *Advising on ways to Reduce Cost* – Identifying ways to support non-English languages while enforcing the Census Bureau’s mandate to reduce cost.

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Working Group Meetings and Members

- Language Working Group meetings will be held once per month, with the flexibility to increase the frequency, if needed.
- Membership in the Language Working Group will consist of 6 to 8 National Advisory Committee (NAC) members (one will be designated as the Working Group Convener) plus, if needed, other participants as agreed upon by the members of the group.

Working Group Deliverables

- A draft work plan that details the Language Working Group's activities will be presented to the NAC in a conference call. Date and time is TBD.
- Findings from the Language Working Group will be presented at the October 8-9, 2015 NAC meeting.
- A final report will be submitted to the Census Bureau within 30 days after October 8-9, 2015 NAC meeting.

Sources of Information

- 2010 Language Program Assessment
- 2010 Content and Forms Design Assessment
- 2015 Census Test – List of Non-English Support
- ACS 2013 Estimates on LEP households
- Research Triangle Institute's 2014-15 Language Research Recommendations (forthcoming)

Census Bureau Staffing/Subject Matter Experts

- Jennifer Kim – Chief, Content and Language Branch
- Jane Ingold – Lead, Optimizing Self Response
- Mike Bentley – Chief, Census Experiments Branch
- Tomas Encarnacion – Chief, Partnership and Data Services
- Magda Ramos – Assistant Division Chief, Decennial Statistics Studies Division
- Gwen White – Supervisory Survey Statistician, Content and Language Branch
- Belki Arenas Germosen – Survey Statistician, Content and Language Branch
- Enid Santana Ortiz – Survey Statistician, Content and Language Branch
- Patti Goerman – Sociologist, Center for Survey Measurement
- Mikelyn Meyers – Sociolinguist, Center for Survey Measurement
- Leticia Fernandez – Demographer, Center for Survey Measurement
- Tom Loo – NAC Coordinator