UNITED STATES DEPARTMENT OF COMMERCE
U.S. Census Bureau
Office of the Director
Washington, DC 20233-0001

BAS-1L
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A Message from the Director, U.S. Census Bureau:

The U.S. Census Bureau is now conducting the Boundary and Annexation Survey (BAS). Do not miss your opportunity to participate in the BAS to ensure that the Census Bureau has current and accurate boundary, legal name, and status information for your government.

The BAS is a voluntary survey. We strongly encourage your participation in the BAS for the following reasons:

- Boundary updates complete the Census Bureau's geographic framework for data collection, tabulation, and dissemination, and are vital to the success of the decennial census, the American Community Survey (ACS), Population Estimates Program (PEP), and many other censuses and surveys.
- The federal government allocates more than $675 billion in federal funds annually for health, welfare, infrastructure, education, and other federal programs and services.
- Responding to the BAS ensures that your local government receives the funds for which it is entitled and has the best data available for its decision-making processes.

Action Step:

Respond to the BAS using one of these three options:

- Visit the "How to Get Started" page on the BAS website, located at this link <https://www.census.gov/programs-surveys/bas/information/get-started.html>, to find step-by-step instructions on how to start the boundary updating process and complete the online Annual Response Form.
- Respond through email to <geo.bas@census.gov>. Please include the following information in your email:

1. Are there boundary changes to report to the BAS? (Yes or No)
2. Are there updates to the Highest Elected Official or BAS contact information? If so, please provide the updated contact information.
3. Please include the 11-digit BAS ID number listed at the top of this letter in the subject line of your message.

- Complete the Annual Response and Contact Update Form (BAS-ARF) and return the form by email to <geo.bas@census.gov> or using the postage-paid return envelope.

NOTE: Please respond to the BAS with a "No Changes" response if you have no boundary or contact updates to report for your government. If you do not respond, we will contact your government to confirm your boundary change status.

TRAINING OPPORTUNITIES

The Census Bureau is offering training webinars for the BAS. The webinar schedule and registration instructions are on the BAS Webinars webpage at <https://www.census.gov/programs-surveys/bas/events/webinars.html>.

KEY DATES

January 1	Boundary updates must be legally in effect on or before this date to be reported in the current survey year.
March 1	Boundary updates returned by this date will be reflected in the ACS and PEP data and in next year's BAS materials.
May 31	Boundary updates returned by this date will be reflected in next year's BAS materials.

CONTACT INFORMATION

Email: <geo.bas@census.gov>
Phone: 1-800-972-5651
Website: <https://www.census.gov/programs-surveys/bas.html>

Thank you for your participation in the BAS.

Enclosures