



# **2020 Census**

## **November 2015**

### **Monthly Status Report**

All information in this report is as of November 30,  
unless otherwise stated in the title of the page.

## Table of Contents

Key Program Updates .....	3
Status of Major Tests .....	4
2014 Census Test.....	5
2015 Optimizing Self-Response Test.....	6
2015 Census Test.....	7
2015 National Content Test .....	9
2016 Census Test.....	10
Status of Major 2020 Census Operations .....	13
Census/Survey Engineering.....	17
Frame.....	19
Response Data.....	21
Infrastructure .....	26
Additional Updates .....	28
Oversight & Stakeholder Engagement.....	29
Program Schedule Metrics Research & Testing .....	31
Program Budget / Costs as of October 31, 2015.....	33
Program-Level Life Cycle Risks .....	34
Appendix .....	36
Acronyms.....	37

## Key Program Updates

1. Paper processing operations for the 2015 National Content Test were completed on schedule on November 19, 2015.
2. In support of the 2016 Census Test:
  - a. Recruiting activities began on November 2, 2015.
  - b. Staff finalized the content and design of the paper bilingual questionnaires for all languages (English, Spanish, Chinese, Korean).
  - c. Four contract staff were hired to support the Decennial Service Center.
  - d. Lease amendments were processed in both Houston, TX and Glendale, CA.
  - e. Equipment has begun to arrive at the AOSC's in Houston and Glendale.
  - f. Authorization to Test (ATT) for the PRIMUS and Real-Time Non-ID Processing (RTNP) Environments was secured.
  - g. The Device as a Service (DaaS) contract was awarded on November 19, 2015.
3. The 2020 Segment Architecture document was baselined.
4. Begin writing the non-CEDCaP Transition Plan. The plan will inform IT and system managers about the target state needed to support the 2020 Census and the Census Tests and the timeline for system readiness.
5. The In-Office Address Canvassing Interactive Review production continued in the National Processing Center (NPC). The NPC clerks have reviewed 119, 310 blocks during Interactive Review from the beginning of production through the end of November.
6. The acquisition schedule for the Integrated Communications Contract (ICC) was posted to the FedBizOps website and was sent to various stakeholders, including the Department of Commerce (DOC), the Government Accountability Office (GAO), the Office of the Inspector General (OIG), our Advisory Committees, the State Data Centers, and the Census Information Centers.
7. In support of the Census Questionnaire Assistance (CQA) operation, a draft Request for Proposal (RFP) was released, with an advisory down-select notice to FedBizOps, on November 19, 2015.
8. The Redistricting Data Program (RDP) began scheduling the 2020 Census Redistricting Data Program kick-off meetings with official state liaisons.
9. The Director testified at the hearing on "Preparing for the 2020 Census: Will the Technology be Ready?" before the U.S. House of Representatives Subcommittee on Government Operations and the Subcommittee on Information Technology of the Committee on Oversight and Government Reform on November 3, 2015. The subcommittees invited the Director to speak as a follow-up to the October 6 release of the 2020 Census Operational Plan.
10. Submitted Action Plan to the Office of the Inspector General on November 17, 2015 for the recommendations in their final report, "The 2014 Census Test Misses an Opportunity to Validate Cost Estimates and Establish Benchmarks for Progress."
11. GAO held an entrance meeting on November 19, 2015 for their 2020 Census Life-Cycle Cost Estimation audit, and an entrance meeting on November 23, 2015 for their CEDCAP audit.
12. Briefed the Senate Committee on Indian Affairs about our outreach to American Indian and Alaska Native (AIAN) groups, associations, and tribal leaders for the 2020 Census, November 9, 2015.
13. Thirty tribes participated in the "All Pueblo's Council of Governors" meeting in Albuquerque, NM on November 18, 2015.

# **Status of Major Tests**

## 2014 Census Test

### **Description**

We tested self-response and nonresponse followup field components to obtain results needed to answer research questions and inform preliminary design decisions for the 2020 Census. The scope of the test included: self-response modes (including Internet); contact strategies for our pre-registration tool, “Notify Me”; utilization of email and automated voice invitations to encourage self-response; testing of the mobile devices for nonresponse followup enumeration in the field; testing of alternative contact strategies (telephone or personal visit) for non-responders; using administrative records to remove cases from the nonresponse followup workload; and applying adaptive design methodologies in managing the way field enumerators are assigned their work. We also conducted focus groups to examine reactions to the alternate contacts, response options, administrative record use, and privacy or confidentiality concerns (including how the Census Bureau might address these concerns through micro- or macro-messaging). The 2014 Census Test took place from June to September 2014 in portions of Northwest Washington, D.C. and Montgomery County, Maryland.

### **Milestone Dates**

Conduct “Notify Me” – June 5-13, 2014 (completed)  
Began Self-Response Data Collection – June 23, 2014 (completed)  
Census Day – July 1, 2014 (completed)  
Send Self-Response Reminder Notifications – July 1, 2014 and July 8, 2014 (completed)  
Send Final Reminders with Paper Questionnaire Booklets – July 15, 2014 (completed)  
Conduct Nonresponse Followup (NRFU) – August 14, 2014 - September 25, 2014 (completed)  
Complete Data Collection – September 25, 2014 (completed)  
Finalize 2014 Census Test Analysis Reports – Quarter 1 of Fiscal Year 2016 (on a flow basis)\*

### **Summary of Activities (last 30 days)**

The only remaining activity for this test is to release analysis reports. The following 2014 Census Test analysis reports are in final executive-level clearance:

- a. NRFU Panel Comparison and Instrument Analysis
- b. Optimizing Self-Response and Content Research
- c. Test Overview Report
- d. Analysis of Non-ID Processing Results
- e. Administrative Record Usage

### **Look Ahead (next 60 days)**

We anticipate submitting the Contact Frame Report for final executive-level clearance.

\* Completion of the analysis reports was delayed to allow staff to focus on critical 2015 National Content Test operations, preparation for the 2016 Census Test, and development of the 2020 Census Operational Plan.

## **2015 Optimizing Self-Response Test**

### **Description**

This test was critical for assessing ways to maximize self-response for the 2020 Census. The scope of the test included: testing self-response modes (including Internet, paper and telephone); contact strategies for our pre-registration tool, “Notify Me”; use of digital, targeted advertising methods to increase awareness and engagement, promoting the “Notify Me” and Non-ID response options, and encouraging participation in the Test; real-time processing of Non-ID cases; and optimization of the Internet data collection application for mobile devices. Data collection for the 2015 Optimizing Self-Response Test took place from February through May 2015 in the Savannah, Georgia, designated media market area (including several counties in South Carolina).

### **Milestone Dates**

Federal Register Pre-Submission Notice Published – August 27, 2014 (completed)  
OMB (Paperwork Reduction Act) Clearance Package – Submit by December 2, 2014 (completed late on December 23)  
OMB Clearance Package Approved – February 17, 2015 (completed)  
Send “Notify Me” Post Card – February 20, 2015 (completed late on February 23)  
Begin “Notify Me” – February 23, 2015 (completed)  
Send Self-Response Letter/Post Card/Email Instructions – March 20, 2015 (completed)  
Begin Self-Response Data Collection – March 23, 2015 (completed)  
Send Self-Response First Reminder – March 27, 2015 (completed)  
Conduct Wave 1 Automated Telephone Calls – March 30-April 1, 2015 (completed)  
Census Day – April 1, 2015 (and postcard reminder) (completed)  
Send Self-Response Second Reminder – April 1-7, 2015 (completed)  
Send Final Reminders with Paper Questionnaire Booklets – April 7-14, 2015 (completed)  
Conduct Nonrespondent Focus Groups – May 4-7, 2015 (completed)  
Mail Postcard Invitation to Previously Non-sampled Households – May 18, 2015 (completed)  
Conduct Wave 2 Automated Telephone Calls – May 18-20, 2015 (completed)  
Complete Data Collection (related to primary test objectives) – May 31<sup>1</sup> (completed)  
Complete Internet Data Collection – June 26, 2015 (completed early on June 23)  
Conduct Reinterview Activities – July 15-August 7, 2015 (completed)

### **Summary of Activities (last 30 days)**

Post-collection data analysis and processing activities continued and will be ongoing through March 2016.

### **Look Ahead (next 60 days)**

1. Continue post-collection data analysis and processing activities.
2. Continue writing drafts of the research and analysis reports.

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<sup>1</sup> Data collection for the analysis of real time Non-ID processing and the use of digital, targeted advertising methods to increase awareness and engagement ended May 31.

## 2015 Census Test

### Description

This test was critical for assessing the feasibility of fully utilizing a field operations management system that leverages planned 2020 Census automation and available near real-time operational data, as well as data households have already provided to the government, to transform the efficiency and effectiveness of data collection operations. The scope of the test included: testing the use of administrative records to reduce and manage fieldwork; operational implementation of the Bring Your Own Device option for enumerators; use of automated training for enumerators and managers; testing and implementing routing and/or navigation; and the use of a reengineered approach to case management. The Test used two operating systems--the Research and Testing Operations Control System (RTOCS) for tracking fieldwork for the control panel, and MOJO Operational Control System for Reengineered Field Operations for the two experimental panels. The Test also allowed us to begin examining such things as how our regional offices can remotely manage local office operations in an automated environment, the extent to which enumerator and manager interactions can occur without daily face-to-face meetings, and revised field staffing ratios. The data collection for the 2015 Census Test took place from March to August 2015 in Maricopa County, Arizona.

### Milestone Dates

Federal Register Pre-Submission Notice Published – September 2, 2014 (completed)  
OMB (Paperwork Reduction Act) Clearance Package – Submit by December 2, 2014 (completed late on December 23)  
Local Census Office (LCO) Open – January 26, 2015 (completed)  
OMB Clearance Package Approved – February 17, 2015 (completed)  
Systems Readiness Complete for Optimizing Self-Response (OSR) Systems – March 13, 2015 (completed)  
Send Self-Response Letter and Instructions – March 20, 2015 (completed late on March 23)  
Begin Self-Response Data Collection – March 23, 2015 (completed)  
Send Self-Response First Reminder – March 27, 2015 (completed)  
Census Day – April 1, 2015 (and postcard reminder) (completed)  
Send Self-Response Second Reminder – April 1-7, 2015 (completed)  
Complete Systems Readiness for Nonresponse Followup (NRFU) Systems – April 15, 2015 (completed – all systems are ready)  
Send Final Reminders with Paper Questionnaire Booklets – April 8-14, 2015 (completed)  
Begin NRFU – May 14, 2015 (completed)  
Begin Field Staff Focus Groups – June 11, 2015 (completed)  
Conduct Bring Your Own Device (BYOD) Enumeration – June 15-27, 2015 (completed)  
End NRFU – June 26, 2015 (completed early on June 23)  
Conduct Evaluation Followup (EFU) – July 20-August 14, 2015 (completed early on August 12)  
Conduct Respondent Focus Groups – July 20-23, 2015 (completed early July 13-16)

## 2015 Census Test

### **Summary of Activities (last 30 days)**

Post-collection data analysis activities will be ongoing through March 2016.

### **Look Ahead (next 60 days)**

1. Continue post-collection data analysis and processing activities.
2. Continue writing drafts of the research and analysis reports.
3. Issue drafts of the 2015 Census Test analysis reports related to administrative records and third-party data and the adaptive design.

## **2015 National Content Test**

### **Description**

The 2015 National Content Test (NCT) will use a nationally representative sample of approximately 1.2 million households to evaluate and compare different census content, and to test different contact strategies for optimizing self-response. The scope of the test includes: content testing for questions on Race and Hispanic origin (e.g., combining Race and Hispanic origin into a single question vs. using separate questions, introduction of a Middle Eastern North African category), relationship (introduction of same-sex relationship categories), and within-household coverage (streamlined approach for ensuring accurate within-household coverage); continued testing of self-response modes and contact strategies (timing of invitations/notifications, targeted mail strategies to address the differences in Internet access based on demographics and regions, and optimization of the Internet data collection application for mobile devices. The test will also include a reinterview (of a subsample of respondents) to further assess the accuracy and reliability of the question alternatives for race, Hispanic origin, and within-household coverage. The 2015 NCT will use a nationally representative sample to test various versions of questions that may appear on the 2020 Census and future American Community Survey questionnaires. Data collection for the 2015 NCT will take place from August to December 2015.

### **Milestone Dates**

Federal Register Pre-Submission Notice Published – December 2, 2014 (completed)  
OMB (Paperwork Reduction Act) Clearance Package – Submit to OMB by April 15, 2015 (completed – posted in Federal Register on May 22)  
OMB Clearance Package – Receive OMB approval by June 23, 2015 (completed)  
Send Paper Questionnaire Booklets – August 20-September 22, 2015 (varies by panel – 11 total) (completed)  
Begin Self-Response Data Collection – August 24, 2015 (completed)  
Send Self-Response First Reminders – August 27 and August 31, 2015 (varies by panel – 11 total) (completed)  
Census Day – September 1, 2015 (completed)  
Send Additional Reminder Notifications – August 27-September 22, 2015 (varies by panel –11 total) (completed)  
Complete Data Collection – October 30, 2015 (completed)  
Complete Reinterview – December 14, 2015 (previously scheduled for November 25)

### **Summary of Activities (last 30 days)**

Paper processing operations for the NCT were completed on schedule on November 19, 2015. Reinterview operations were extended through December 14, 2015 to increase the number of completed cases for the purpose of statistical analyses. Daily delivery of the Non-ID case results continued through November 3, 2015.

### **Look Ahead (next 60 days)**

1. Conclude reinterview operations.
2. Begin data analysis.

## 2016 Census Test

### **Description**

The 2016 Census Test will be an operational study of both self-response and nonresponse followup procedures. The self-response objectives include testing the provision of language support to limited English proficient populations, testing the ability to reach demographically diverse populations, and refining Real-Time Non-ID Processing methods.

The nonresponse followup objectives include the following strategies: the use of administrative records and third-party data to reduce cost while maintaining quality; reengineering field operations using models to reduce travel time and determine the best time for the enumerator to contact the respondent; and streamlining the staffing and supervisory structure.

Systems testing will include the use of a cloud-based infrastructure to support self-response and Non-ID processing (for those responses where the Census ID is not used), and to measure the systems' abilities to manage a significant number of concurrent users. Also, this test will utilize CEDCaP systems (Control and Response Data System and the Multimode Operational Control System) for the first time in support of response processing operations. Data collection for the 2016 Census Test will take place from March to August 2016 in Los Angeles County, California and Harris County, Texas.

### **Milestone Dates**

2016 Site Selection Announcement – June / July 2015 (Completed June 30)

Federal Register Pre-Submission Notice Published – July 2015 (Published August 4)

Receive OMB Approval – January 12, 2016

Open Regional Census Centers – September 2015 (Opened September 4)

Conduct Recruiting – October 2015 – April 2016 (Began on November 2)

Open Area Operations Support Centers – January 2016

Begin Self-Response Data Collection – March 2016

Conduct 2016 Census Test – March to July 2016

Census Day – April 1, 2016

Conduct Field Staff Training – April 2016 - May 2016

Begin Nonresponse Followup (NRFU) – May 2016

### **Summary of Activities (last 30 Days)**

Recruiting activities were scheduled to begin for Area Operations Support Centers (AOSCs) and field staff on October 22, 2015, however delays in onboarding of recruiting assistants pushed the start of recruiting activities to November 2, 2015.

Staff finalized the content and design of the paper bilingual questionnaires for all languages (English, Spanish, Chinese, Korean). The development of the Internet and Nonresponse Followup (NRFU) instruments is ongoing, and the Chinese and Korean mailing and field materials have been drafted for expert review. We also finalized the language support plans, including languages to be supported by Census Questionnaire Assistance (CQA).

## 2016 Census Test

### **Summary of Activities (last 30 Days) cont'd**

Development of NRFU reinterview and multi-unit functionality for COMPASS, the Census Operations Mobile Platform for Adaptive Services and Solutions, began and were demonstrated to stakeholders. In addition, the user interface for COMPASS has been updated based on enumerator feedback and usability tests.

Scenarios for training videos related to new multi-unit enumeration procedures for NRFU were finalized. Out of the nine online modules being developed for the 2016 Census Test, storyboards for three of the online training modules have been finalized. Screenshots for three scenarios for NRFU automated training were completed. Also, high-level requirements were finalized for the special NRFU mailing that will be sent to units removed from the NRFU workload due to administrative records modeling.

Four contract staff were hired to support the Decennial Service Center.

Lease amendments were processed and Recruiting Assistants were trained in both Houston, TX and Glendale, CA. We finalized third-party vendor procedures for fingerprinting and onboarding. Finally, we secured a Learning Management System for the 2016 Census Test.

We implemented SyteLine to support materials management for the 2016 Census Test. SyteLine is an Integrated Logistics Management System (ILMS) used to plan, schedule, acquire materials, manage labor and control processes. The system manages linking activity from initial planning and requirements to final receipt of material at local offices and every step between, allowing each functional area to use relevant information from its' perspective, and obtain a variety of timely reports. The Authority to Operate was also received for this system.

Staff completed their Area Operations Support Center (AOSC) office IT infrastructure internal design review for the Test. Equipment has begun to arrive at the AOSC's in Houston and Glendale. Authorization to Test (ATT) for the PRIMUS and Real-Time Non-ID Processing (RTNP) Environments was secured. Finally, the Device as a Service (DaaS) contract was awarded on November 19, 2015.

### **Look Ahead (next 60 Days)**

1. Submit the 2016 Census Test Plan for final approval and baselining.
2. Complete development of new COMPASS functionality to increase the efficiency of enumeration for multi-unit structures during NRFU.
3. Complete development of COMPASS functionality to support the reinterview operation.
4. Continue development of PRIMUS application for Internet data collection.
5. Develop COMPASS tests plans to support system integration testing.
6. Complete updates to the structure of output data between COMPASS and MOJO.
7. Finalize system specifications to support Census Questionnaire Assistance activities.
8. Finalize all mailing and field materials for all languages (English, Spanish, Chinese, Korean).
9. Deliver final print files.

## 2016 Census Test

### Look Ahead (next 60 Days) cont'd

10. Begin cognitive testing of Chinese and Korean NRFU instrument.
11. Film the training videos related to newly developed procedures for multi-unit structure enumeration.
12. Work on storyboards for online training modules, for both enumerators and local supervisors of operations field staff.
13. Write and refine detailed requirements for the print and mail operation required for the special NRFU mailings.
14. Develop requirements for management reports required for the NRFU operation.
15. Finalize documentation of business rules and requirements specifying the detailed contact strategies.
16. Prepare for NRFU systems testing by defining test scenarios and systems evaluation criteria.
17. Complete AOSC Buildout in both Houston, TX and Glendale, CA.
18. Secure an Authorization to Operate for the Learning Management System.

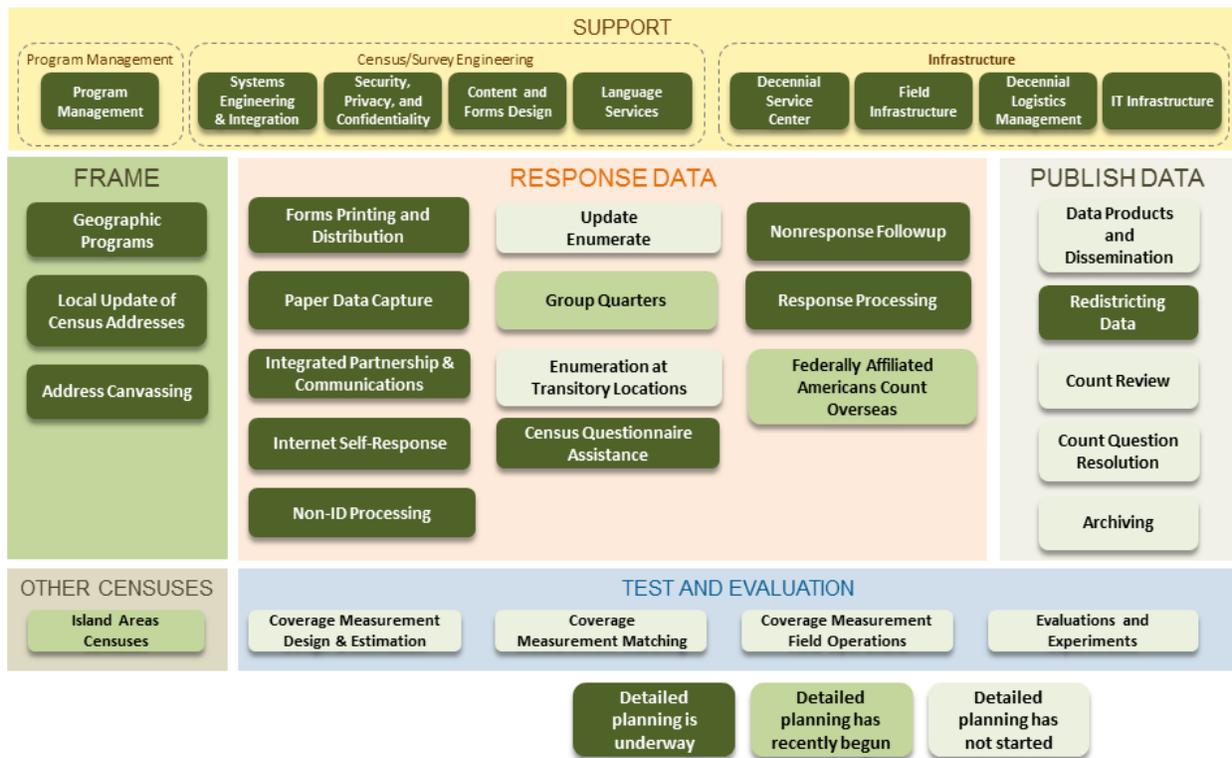
# Status of Major 2020 Census Operations

The 2020 Census includes 34 operations that are organized into eight major areas that correspond with the Census Bureau standard Work Breakdown Structure (WBS). The term operation refers to both support and business functions.

Twenty-three (23) operations are currently underway. The statuses of these operations are reported on the following pages, which are organized by major area.

Table 1 on the following pages describes all 34 operations as defined in the 2020 Census Operational Plan issued on October 6, 2015.

**Figure 1: Operational Overview by WBS**



**Table 1: 2020 Census Operations and Purpose**

Operations	Purpose
<b>Census/Survey Engineering</b>	
<b>Systems Engineering and Integration (SE&amp;I)</b>	Manage the delivery of a system of systems that meets the 2020 Census Program business and capability requirements. Implement and manage the full Enterprise Systems Development Life-cycle for systems supporting the 2020 Census.
<b>Security, Privacy, and Confidentiality</b>	Ensure that all operations and systems used in the 2020 Census adhere to the appropriate systems and data security, respondent, and employee privacy and confidentiality policies, and regulations.
<b>Content and Forms Design</b>	Identify, research, and finalize content and design of questionnaires and other non-questionnaire materials, ensure consistency across data collection modes and operations, and promote high response rates and accurate and consistent responses across modes.
<b>Language Services</b>	Assess and support language needs of non-English speaking populations for all modes and other mailing and field materials, determine the number of languages and level of support required, optimize non-English content, and ensure cultural relevancy and meaningful translation of non-English materials.
<b>Frame</b>	
<b>Geographic Programs</b>	Provide the geographic foundation in support of the 2020 Census data collection and tabulation activities, including delineation of boundaries in the Master Address File (MAF)/Topologically Integrated Geographic Encoding and Referencing (TIGER) System, delivery of address and spatial extracts from the MAF/TIGER System, and updates to the MAF/TIGER System.
<b>Local Update of Census Addresses (LUCA)</b>	Provide an opportunity for tribal, federal, state, and local governments to review and improve the address lists and maps used to conduct the 2020 Census as required by Public Law (P.L.) 103-430.
<b>Address Canvassing</b>	Deliver a complete and accurate address list and spatial database for enumeration and determine the type and address characteristics for each living quarter.
<b>Response Data</b>	
<b>Forms Printing and Distribution</b>	Print and distribute Internet invitations, reminder postcards, and questionnaire mailing packages to support the 2020 Census mailing strategy and enumeration of the population.
<b>Paper Data Capture</b>	Capture and convert data from the 2020 Census paper questionnaires, including document preparation, scanning, Optical Character Recognition, Optical Mark Recognition, Key from Image, editing, and checkout.
<b>Integrated Partnership and Communications (IPC)</b>	Communicate the importance of participating in the 2020 Census to the entire population of the 50 states, the District of Columbia, and Puerto Rico. Motivate people to self-respond, preferably via the Internet, and raise and keep awareness high throughout the entire 2020 Census.

Operations	Purpose
<b>Internet Self-Response</b>	Collect response data via the Internet to reduce paper and Nonresponse Followup and maximize online response to the 2020 Census via contact strategies and improved access for respondents.
<b>Non-ID Processing</b>	Make it easy for people to respond anytime, anywhere to increase self-response rates by providing response options that do not require a unique Census ID.
<b>Update Enumerate (UE)</b>	Update the address and feature data and enumerate housing units in certain designated geographic areas with special enumeration needs (e.g., areas that do not have city-style addresses and areas with unique challenges associated with accessibility).
<b>Group Quarters (GQ)</b>	Enumerate people living or staying in group quarters, people experiencing homelessness, and people receiving service at service based locations.
<b>Enumeration at Transitory Locations (ETL)</b>	Enumerate individuals in occupied units at transitory locations such as recreational vehicle parks, camp grounds, tent cities, racetracks, circuses, carnivals, marinas, hotels, and motels, who do not have a usual home elsewhere.
<b>Census Questionnaire Assistance (CQA)</b>	Provide questionnaire assistance for respondents by answering questions about specific items on the census form or other frequently asked questions about the 2020 Census and provide an option for callers to complete a census interview over the telephone.
<b>Nonresponse Followup (NRFU)</b>	Determine housing unit status for nonresponding addresses and enumerate housing units for which a census response was not received.
<b>Response Processing</b>	Establish the initial 2020 Census universe, assign the specific enumeration strategy for each census case based on case status and associated paradata, create and distribute workload files required for enumeration operations, track case enumeration status, and run post-data collection processing actions in preparation for producing the final 2020 Census results.
<b>Federally Affiliated Americans Count Overseas</b>	Obtain counts by home state of U.S. military and federal civilian employees stationed or deployed overseas and their dependents living with them.
<b>Publish Data</b>	
<b>Data Products and Dissemination</b>	Prepare and deliver the 2020 Census population counts to the President of the United States for Congressional apportionment, tabulate and disseminate 2020 Census data products for use by the states for redistricting, and tabulate and disseminate 2020 Census data for use by the public.
<b>Redistricting Data</b>	Provide to each state the legally required P.L. 94-171 redistricting data tabulations by the mandated deadline of one year from Census Day: April 1, 2021.
<b>Count Review</b>	Enhance the accuracy of the 2020 Census by implementing an efficient and equitable process for Federal-State Cooperative Population Estimates members to identify missing housing units and missing or geographically misallocated large group quarters.

<b>Operations</b>	<b>Purpose</b>
<b>Count Question Resolution (CQR)</b>	Provide a mechanism for governmental units to challenge their official 2020 Census results.
<b>Archiving</b>	Provide 2020 Census records deemed permanent, including files containing individual responses, to the National Archives and Records Administration for archiving and to the National Processing Center (NPC) to use as source materials to conduct the Age Search Service.
<b>Other Censuses</b>	
<b>Island Areas Censuses (IA)</b>	Update and enumerate all living quarters in the Pacific Island Area of American Samoa, the Commonwealth of the Northern Mariana Islands, Guam, and the U.S. Virgin Islands, collectively known as the Island Areas.
<b>Test and Evaluation</b>	
<b>Coverage Measurement Design and Estimation</b>	Develop the survey design and sample for the post-enumeration survey for the 2020 Census. It also produces coverage error estimates and independent assessment of coverage via demographic analysis.
<b>Coverage Measurement Matching</b>	Identify matches and non-matches between the 2020 Census and the Census Coverage Measurement Survey for the enumerated housing units and people.
<b>Coverage Measurement Field Operations</b>	Collect person and housing unit information (independent from the 2020 Census operations) for the sample of housing units in the Census Coverage Measurement Survey.
<b>Evaluations and Experiments</b>	Measure the success of critical 2020 Census operations. Formulate and execute an experimentation program to support early planning and inform the transition and design of the 2030 Census.
<b>Infrastructure</b>	
<b>Decennial Service Center (DSC)</b>	Support 2020 Census Field Operations and handle all service requests initiated by field staff.
<b>Field Infrastructure</b>	Coordinate space acquisition for and lease management of the Regional Census Centers and field offices and provide the administrative infrastructure for data collection operations covering the 50 states, Washington, D.C., and Puerto Rico.
<b>Decennial Logistics Management</b>	Provide logistics management services to include procuring warehouse space, warehousing, inventory management, kit assembly, deployment of materials, and receiving and accessing materials.
<b>IT Infrastructure</b>	Provide the IT Infrastructure to support the 2020 Census, including enterprise systems and applications, 2020 Census-specific applications, field IT infrastructure, and mobile computing.
<b>Program Management</b>	
<b>Program Management</b>	Define and implement program management policies, processes, and the control functions for planning and implementing the 2020 Census.

## Census/Survey Engineering

### **Description**

Four operations support the Census/Survey Engineering area of the 2020 Census: Systems Engineering and Integration (SE&I); Security, Privacy, and Confidentiality; Content and Forms Design; and Language Services. For the purpose of these operations, please see Table 1.

### **Summary of Activities (last 30 days)**

The Systems Engineering and Integration (SE&I) team baselined the 2020 Segment Architecture document. The purpose of this document is to describe the solution architecture with systems and their interfaces for the 2020 Census program. It seeks to provide guidance for the development of systems that comprise the solution architecture while considering aspects of scalability, data quality, and performance needs. The team refreshed the solution architecture artifacts and created the Integrated Operations Business Architecture (IOBA) document for the 2016 Census Test. Solution providers delivered the refreshed telephony external demand model for the 2016 Census Test. The Project Change Request to add a non-CEDCaP Transition Plan to the project's scope and to merge the CEDCaP Scale Up project into the 2020 Architecture and IT Roadmap project was presented to the Decennial Leadership Group (DLG) and submitted for electronic Census IT Directorate Project Review (CIPR) approval. The team has also delivered the 2016 Address Canvassing Test Solution Architecture and IOBA, and the 2017 Census Test Business Process Models and Requirements (both functional and non-functional).

The Content and Forms Design team and Language Services team finalized the content and design of the paper bilingual questionnaires for all languages (English, Spanish, Chinese, Korean) for the 2016 Census Test. The development of the Internet and Nonresponse Followup (NRFU) instruments is ongoing, and the Chinese and Korean mailing and field materials for the 2016 Census Test have been drafted for expert review. The teams also finalized the language support plans, including languages to be supported by Census Questionnaire Assistance (CQA) for the 2016 Census Test.

The Content and Forms Design team has also worked to begin cognitive testing on additional content topics. These topics include example response options for respondents who select the Middle Eastern and North African category, as well as the possible inclusion of a tribal enrollment question on the census questionnaire. The Language Services team has begun gathering language data and needs in preparation for the 2017 Census Test and beyond.

### **Look Ahead (next 60 days)**

#### *SE&I*

1. Begin writing the non-CEDCaP Transition Plan. The plan will inform IT and system managers about the target state to support the 2020 Census and the Census Tests and the timeline for system readiness. It will complement the existing CEDCaP Transition Plan, and describe the interfaces between CEDCaP and non-CEDCaP systems. Plans for supporting Scale-Up requirements will be added to the document later in 2016.
2. Allocate the 2017 Census Test Capability Requirements (CAPs) to solutions and produce the 2017 Census Test Integrated Operations Business Architecture.

## Census/Survey Engineering

### Look Ahead (next 60 days) cont'd

#### *SE&I cont'd*

3. Refresh the self-response and paper data capture external demand models for the 2016 Census Test using results from the 2015 National Content Test.
4. Present the 2020 Segment Architecture document, along with a variety of census test artifacts, to the Decennial Leadership Group (DLG).
5. Develop the geographic partnership support desk external demand model.

#### *Security, Privacy, and Confidentiality*

1. Produce internal draft of Privacy and Confidentiality Study Report.

#### *Content and Forms Design*

1. Finalize all mailing and field materials for all languages (English, Spanish, Chinese, Korean) for the 2016 Census Test.
2. Deliver 2016 Census Test final print files.

#### *Language Services*

1. Begin cognitive testing of Chinese and Korean NRFU instrument for the 2016 Census Test.

## Frame

### Description

Three operations support the frame area of the 2020 Census: Geographic Programs; Local Update of Census Addresses (LUCA); and Address Canvassing. For the purpose of these operations, please see Table 1.

### Summary of Activities (last 30 days)

The Geographic Programs team has provided feedback based on initial testing to revise the Basic Collection Unit (BCU) delineation software. The request for Authority to Operate has been submitted for the Geographic Update Partnership Software (GUPS).

The LUCA team began reviewing and editing all LUCA forms, including letters in preparation for OMB Clearance. The 2020 LUCA Detailed Business Proposal and Charter began circulating through the final signature process.

The In-Office Address Canvassing Interactive Review production continues in the National Processing Center (NPC). The NPC clerks have reviewed 119, 310 blocks during Interactive Review from the beginning of production through the end of November. This process classifies the blocks into three categories:

- Passive = blocks that do not show signs of change and need no further review at this time
- Active = blocks that show signs of change and need to move to the next phase of In-Office Address Canvassing for further review
- On Hold = blocks that need new imagery to do the Interactive Review

At the end of November, 77% of the blocks were classified as Passive, 15% were classified as Active and eight percent were classified as On Hold.

### Look Ahead (next 60 days)

#### *Geographic Programs*

1. Start BCU delineation for areas in the 2016 Address Canvassing Test.
2. Conduct stakeholder review of the BCU criteria for the 2020 Census.
3. Release GUPS software into production.
4. Start Redistricting Phase 1 – Block Boundary Suggestion Program.

#### *LUCA*

1. Begin meeting with Office of Information Security for 2020 LUCA.
2. Begin meeting with Decennial Information Technology Division for IT Systems required for 2020 LUCA.
3. Complete signature process for the 2020 LUCA Detailed Business Proposal.
4. Complete signature process for the 2020 LUCA Charter.
5. Start 2020 LUCA Project Management Plan.

## Frame

### Look Ahead (next 60 days) cont'd

#### *Address Canvassing*

1. Baseline milestone schedule for the 2016 Address Canvassing Test.
2. Recommend sites for the 2016 Address Canvassing Test.
3. Begin recruiting additional Field Representatives for the 2016 MAF Coverage Study.

## Response Data

### Description

Twelve operations support the response data area of the 2020 Census: Forms Printing and Distribution; Paper Data Capture; Integrated Partnership and Communications; Internet Self-Response; Non-ID Processing; Update Enumerate; Group Quarters; Enumeration at Transitory Locations; Census Questionnaire Assistance; Nonresponse Followup; Response Processing; and Federally Affiliated Americans Count Overseas. For the purpose of these operations, please see Table 1.

### Summary of Activities (last 30 days)

The Forms Printing and Distribution team's Statement of Work for printing support was advertised by the Government Publishing Office (GPO) for the purpose of selecting a vendor to print and mail materials for the 2016 Census Test.

The Paper Data Capture team finalized non-functional requirements for data capture of the 2016 Census Test questionnaires.

The acquisition schedule for the Integrated Communications Contract (ICC) was posted to the FedBizOps website and was sent to various stakeholders including the Department of Commerce (DOC), the Government Accountability Office (GAO), the Office of the Inspector General (OIG), Advisory Committees, State Data Centers, and Census Information Centers. Staff presented the acquisition plan and other ICC related information to the Communications Directorate Portfolio Management Governance Board (PMGB), the 2020 Census PMGB, and the Program Life Cycle Investment Review Board (PLIRB). Work continued on finalizing the ICC documents for the draft Request for Proposal (RFP). Staff began planning the Pre-Solicitation Conference and Vendor Expo for interested vendors.

Hiring for the partnership specialists and data dissemination specialists for the 2016 Census Test sites has started, as well as training of the staff. Furthermore, the Partnership and Communications Strategy has been finalized for the 2016 Census Test.

The Internet Self-Response team continued planning and development for the 2017 Census Test and other small scale testing required to promote Census participation. In support of ongoing planning for the 2020 Census, the team met with The White House Social and Behavioral Sciences Team (SBST) to explore possible collaboration efforts.

The Non-ID Processing team prepared for initial testing of address matching and geocoding to occur in December for the 2016 Census Test.

## Response Data

### Summary of Activities (last 30 days) cont'd

The Group Quarters team conducted a 1 ½-day joint application design (JAD) session to refine, validate, and identify additional Group Quarters Operation requirements. Data collection closed for the Stateside Group Quarters Electronic Transfer Capability Survey (GQETCS) on November 30, 2015. This survey focused on the availability of electronic administrative records and the ability and willingness of Group Quarters administrators to participate in an electronic transfer test. In support of the Service-Based Enumeration, the literature review of automated data collection at service-based locations continued. Work continued on defining and refining requirements and business processes necessary to develop user stories for COMPASS development. Quality Assurance procedures for In-Office and In-Field Group Quarters Address Canvassing Operations were identified.

The Census Questionnaire Assistance (CQA) team released a draft Request for Proposal (RFP) with an advisory down-select notice to FedBizOps on November 19, 2015. CQA presented to the Commerce Information Technology Review Board and Acquisition Review Board (CITRB/ARB) on November 23, 2015 and received Information Technology Investment Authority (ITIA) approval for the CQA acquisition. The team continues to work on additional sections of the RFP as well as refining the acquisition timeline.

In support of the 2016 Census Test, the Nonreponse Followup (NRFU) team finalized scenarios for training videos related to new multi-unit enumeration procedures. Out of the nine online modules being developed for the 2016 Census Test, storyboards for three of the online training modules have been finalized. Screenshots for three scenarios for NRFU automated training have been provided. Also for the 2016 Census Test, high-level requirements for the special NRFU mailing that will be sent to units removed from the NRFU workload due to administrative records modeling have been finalized. In addition to activities outlined for the 2016 Census Test, the NRFU team refined and validated business process models and requirements of the NRFU operation for the 2020 Census.

The Response Processing team kicked off on November 16, 2015 with an initial focus on developing an accurate and thorough 2017 Census Test business process model. Staff participated in several Response Processing and related operations business process model and requirements review sessions led by the Decennial Architecture Requirements Team (DART). Coordination began regarding the needed solution-level specifications and the resources required to produce the solution-level specifications used to develop response processing CEDCaP systems in the 2017 Census Test. The Response Processing team is working closely with the Non-ID team to document and develop the specific plans for Invalid Return Detection (IRD).

In support of the Federally Affiliated Americans Count Overseas operation, meetings with key stakeholders continued.

## Response Data

### **Look Ahead (next 60 days)**

#### *Forms Printing and Distribution*

1. Work with GPO to select a printing contractor for the 2016 Census Test.

#### *Paper Data Capture*

1. Assist in the testing of the paper data capture system (iCADE) for the 2016 Test.

#### *Integrated Partnership and Communications*

1. For the 2016 Census Test:
  - a. Train partnership specialists.
  - b. Begin partnership specific activities, for example, contact partners to secure commitments to participate in the Test.
  - c. Begin developing promotional/educational materials.
2. Continue presenting the acquisition plan and other ICC related information to the PMGB and the ARB.
3. Release draft ICC RFP posting on FedBizOps.
4. Host ICC Pre-Solicitation Conference and Vendor Expo.
5. Issue Final ICC RFP.

#### *Internet Self-Response*

1. Continue development of plans for 2017 Census Test.
2. Continue research into best practices for Internet design.
3. Continue development of methods requiring small scale testing.
4. Continue research into the 2020 Census mailing approach to ensure alignment with other areas of the program.
5. Continue review of respondent materials to ensure best practices for “plain language” are implemented.

#### *Non-ID Processing*

1. Prepare for and conduct acceptance testing of software/systems that will support Non-ID Processing for the 2016 Census Test, including both automated and manual (interactive) address matching and geocoding.

#### *Update Enumerate*

1. Complete the Initial Business Proposal for Update Enumerate.

#### *Group Quarters*

1. Finalize the Group Quarters Operation business process models (BPM's) and requirements documents resulting from the JAD session held during November.
2. Develop and finalize Stateside Group Quarters Electronic Transfer Capability Survey Closeout Report. Findings will inform planning efforts for the 2017 Group Quarters Electronic Transfer Test (GQETT) and the 2020 Census.

## Response Data

## **Look Ahead (next 60 days) cont'd**

### *Group Quarters cont'd*

3. Submit detailed business proposal for service-based enumeration (including analysis of literature review findings).
4. Meet with Defense Manpower Data Center to discuss preliminary military requirements for counting personnel residing on military installations.
5. Continue Conducting Qualitative Interviews with Student Housing Administrators of Colleges/Universities.
6. Meet with CEDCaP resources to discuss requirements for MOJO and other systems. These requirements focus on identifying capabilities for upcoming tests, but will also inform the 2020 Census.
7. Continue development of the design for the In-Office Group Quarters Advance Contact Operation.

### *Enumeration at Transitory Locations*

1. Detailed planning for this operation has not started.

### *Census Questionnaire Assistance*

1. Send down-select evaluations and decisions to Contracting Officer and send formal notification to vendors of advisory down-select decision.
2. Update CQA RFP documents based on vendor comments from draft RFP release.
3. Release final RFP.

### *Nonresponse Followup*

1. For the 2016 Census Test:
  - a. Film the training videos related to newly developed procedures for multi-unit enumeration.
  - b. Work on storyboards for online training modules, for both enumerators and local supervisors of operations field staff.
  - c. Write and refine detailed requirements for the print and mail operation required for the special NRFU mailings required in the 2016 Census Test.
  - d. Develop requirements for management reports required for the 2016 Census Test NRFU operation.
  - e. Finalize documentation of business rules and requirements specifying the detailed contact strategies to be used for the 2016 Census Test.
  - f. Prepare for NRFU systems testing by defining test scenarios and systems evaluation criteria.
2. Refine and further develop the business process models and capability requirements for the 2020 Census NRFU operation.

### *Response Processing*

1. Finalize the Response Processing 2017 Census Test schedule.
2. Develop a draft detailed business proposal for response processing operations in the 2017 Census Test.

## **Response Data**

**Look Ahead (next 60 days) cont'd**

*Federally Affiliated Americans Count Overseas*

1. Brief internal stakeholders on recommendations for 2020 Census Residence Rules.

## Infrastructure

### **Description**

Four operations support the infrastructure area of the 2020 Census: Decennial Service Center; Field Infrastructure; Decennial Logistics Management; and IT Infrastructure. For the purpose of these operations, please see Table 1.

### **Summary of Activities (last 30 days)**

The Decennial Service Center team onboarded four contract staff to support the Decennial Service Center for the 2016 Census Test.

In support of the Field Infrastructure operation, the Space and Lease Management team processed lease amendments in Houston, TX and Glendale, CA for the 2016 Census Test. Additionally, the team submitted design intent drawings for construction. The Recruiting and Skills Assessment team trained Recruiting Assistants in both Houston, TX and Glendale, LA in support of the 2016 Census Test. The Administration team finalized third-party vendor procedures for fingerprinting and onboarding for the 2016 Census Test. Finally, the Training team secured a Learning Management System for the 2016 Census Test.

The Decennial Logistics Management team implemented SyteLine to support materials management for the 2016 Census Test. SyteLine is an Integrated Logistics Management System (ILMS) used to plan, schedule, acquire materials, manage labor and control processes. The system manages linking activity from initial planning and requirements to final receipt of material at local offices and every step between, allowing each functional area to use relevant information from its' perspective, and obtain a variety of timely reports. The Authority to Operate for this system was received.

In support of the IT Infrastructure operation, the Field Office IT Deployment team completed its Area Operations Support Center (AOSC) office IT infrastructure internal design review for the 2016 Census Test. The team also noted that equipment has begun to arrive at the AOSC's in Houston and Glendale for the 2016 Census Test. The Cloud team noted that networking and environment have been provisioned and configured for the 2016 Census Test. The team has also secured its Authorization to Test (ATT) for the PRIMUS and Real-Time Non-ID Processing (RTNP) Environments. Finally, the Mobile Data Collection Platforms team awarded the Device as a Service (DaaS) contract on November 19, 2015 for the 2016 Census Test.

### **Look Ahead (next 60 days)**

#### *Decennial Service Center*

1. Train on-boarding staff in preparation for opening the Decennial Service Center (DSC) for the 2016 Census Test.
2. Meet with program areas to define DSC support requirements for the 2016 Census Test.

#### *Field Infrastructure*

1. Space & Lease Management
  - a. Complete AOSC Buildout in both Houston, TX and Glendale, CA for the 2016 Census Test.

## Infrastructure

### Look Ahead (next 60 days) cont'd

#### *Field Infrastructure cont'd*

2. Logistics Management
  - a. Finalize requirements and kit specifications for 2016 Census Test materials.
3. Recruiting and Skills Assessment
  - a. For the 2016 Census Test:
    - i. Define requirements for the Online Job Application and assessment.
  - b. In support of future testing operations:
    - i. Update recruiting training.
    - ii. Finalize recruiting goals in the operations control system.
4. Administration
  - a. For the 2016 Census Test:
    - i. Define requirements for health benefits in the Applicant Personnel and Payroll System.
    - ii. Train Regional Census Center (RCC) staff on the Applicant Personnel and Payroll System.
5. Training
  - a. For the 2016 Census Test:
    - i. Secure an Authorization to Operate for the Learning Management System.
    - ii. Film EEO and Nonresponse Followup training materials.

#### *Decennial Logistics Management*

1. Support material development for field operations.
2. Deploy Syteline into production.

#### *IT Infrastructure*

1. Field Office IT Deployment:
  - a. Expand planning activities to reflect support required for later field testing activities.
  - b. Receive and configure equipment for the AOSCs for the 2016 Census test.
  - c. Baseline solution requirements for the 2016 Census Test.
  - e. Baseline 2016 Address Canvassing (AdCan) solution requirements.
2. Cloud:
  - a. Complete PRIMUS/RTNP installations for the 2016 Census Test.
  - b. Conduct PRIMUS/RTNP integrated test in the cloud for the 2016 Census Test.
  - c. Conduct security and penetration testing for PRIMUS/RTNP for the 2016 Census Test.
3. Mobile Computing:
  - a. Acquire additional AirWatch enterprise mobile management software licenses for 2016 Census Test.
  - b. Receive ATT for AirWatch for the 2016 Census Test.
  - c. Additional upcoming work for this operation is focused on preparing for the 2016 Census Test. Please see page 10 for updates on the 2016 Census Test.

# **Additional Updates**

## Oversight & Stakeholder Engagement

### Description

This section describes major activities related to Government Accountability Office (GAO) and Office of the Inspector General (OIG) audits (e.g., new audits, exit meetings for completed audits, issuance of draft and final reports, preparation of agency action plans); Congressional hearings related to the 2020 Census; and presentations and working meetings with our advisory committees, the 2020 Census National Academy of Sciences Standing Committee on Reengineering Census Operations, and other external stakeholders.

### Summary of Activities (last 30 days)

1. Presented and participated in discussion with the Census Scientific Advisory Committee's virtual meeting on the 2020 Census Operational Plan, November 2, 2015.
2. The Director testified at the hearing "Preparing for the 2020 Census: Will the Technology be Ready?" before the U.S. House of Representatives Subcommittee on Government Operations and the Subcommittee on Information Technology of the Committee on Oversight and Government Reform on November 3, 2015. The subcommittees invited the Director to speak as a follow-up to the October 6, 2015 release of the 2020 Census Operational Plan.
3. Participated in the National League of Cities Conference, November 4-7, 2015.
4. Briefed the Senate Committee on Indian Affairs about our outreach to American Indian and Alaska Native (AIAN) groups, associations, and tribal leaders for the 2020 Census, November 9, 2015.
5. Presented on the 2020 Census to senior level delegates from the Nepal Central Bureau of Statistics, November 16, 2015.
6. Submitted Action Plan to OIG on November 17, 2015 for their final report, "The 2014 Census Test Misses an Opportunity to Validate Cost Estimates and Establish Benchmarks for Progress."
7. 30 Tribes participated in the All Pueblo's Council of Governors meeting in Albuquerque, NM on November 18, 2015.
8. Participated in the conferences held with the Tennessee State Data Center, November 16-17, 2015, and the Kentucky Data Dissemination Specialists, November 18, 2015.
9. GAO held an entrance meeting on November 19, 2015 for their 2020 Census Life-Cycle Cost Estimation engagement.
10. GAO held an entrance meeting on November 23, 2015 for their CEDCAP engagement.
11. Presented on the Innovations in the 2020 Census and Innovations in Optimizing Self-Response and Nonresponse Followup to the DC Chapter of the American Association of Public Opinion Research, November 30, 2015.

## Oversight & Stakeholder Engagement

### **Look Ahead (next 60 days)**

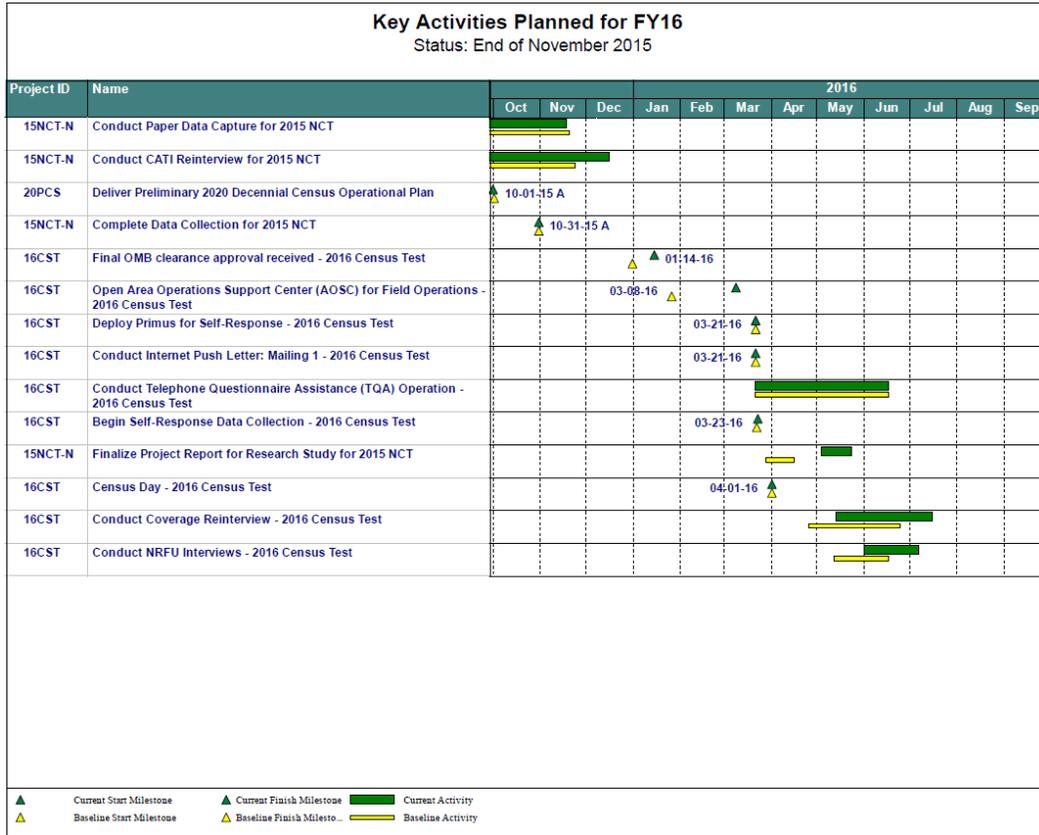
#### *December 2015*

1. Present an overview of “2020 Census Activities in Puerto Rico” to Puerto Rico’s highest elected officials.
2. Conduct the 2020 Census Tribal Consultation Meeting in Uncasville, CT.
3. Conduct a presolicitation conference and vendor expo on the 2020 Census Integrated Communications Contract.

#### *January 2016*

1. Conduct the 2020 Census Program Management Review (PMR).
2. Conduct the Census Questionnaire Assistance (CQA) Pre-Proposal Conference. The purpose of this conference is to provide an opportunity for industry to gather additional information about the CQA acquisition as well as provide a venue for interaction between vendors.

## Program Schedule Metrics Research & Testing



### Explanations for Project Start/Finish Delays

**Activity 15NCT-N: "Conduct CATI Reinterview for 2015 NCT"**

Reason for Delay: Management approved the Reinterview extension to 12/15/15.

**Activity 16CST: "Final OMB clearance approval received - 2016 Census Test"**

Reason for Delay: The Pre-submission OMB Package was completed late and the Full OMB Package took longer to complete as well. The Final OMB Clearance Approval is a 60 process that started on 11/9/15, and scheduled to finish on 1/12/16. We do not anticipate an impact on the Test as a result.

**Activity 16CST: "Open Area Operations Support Center (AOSC) for Field Operations - 2016 Census Test"**

Reason for Delay: Delay in the completion of the AOSC network Design by Field Office IT Infrastructure is causing the delay of other tasks leading up to this task. Staff are working to complete these tasks and do not anticipate any resulting impact on the Test once completed.

**Activity 16NCT-N: "Finalize Project Report for Research Study for 2015 NCT"**

Reason for Delay: Stating issue at the time the Gantt chart was created. The issue has since then been resolved and the scheduled finish date is now 1/25/16, which is four working days beyond its planned finish date of 1/20/16.

**Activity 16CST: "Conduct Coverage Reinterview - 2016 Census Test"**

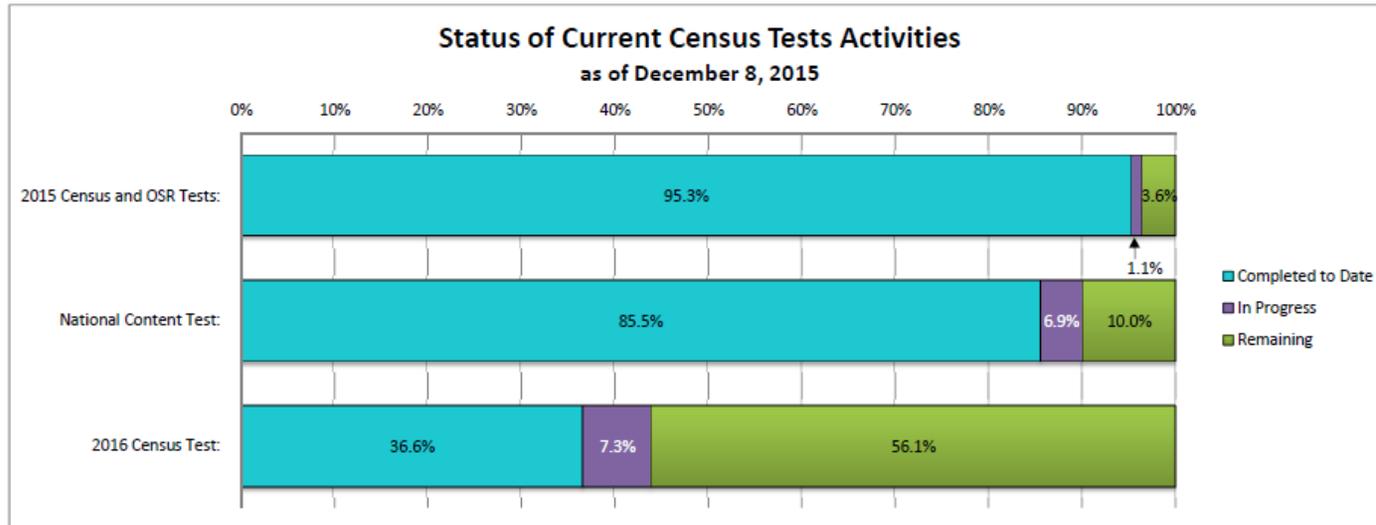
Reason for Delay: Work is being done to mitigate this delay by trying to recover some time during the development of instrument specifications and also during the development of training materials.

**Activity 16CST: "Conduct NRFU Interviews - 2016 Census Test"**

Reason for Delay: One of this activity's driving predecessors is behind schedule - awaiting appropriate authorizations (ATO & ATT) that were not in the original plans. Without an ATT and ATO, the LMS cannot be used for training enumerators for NRFU (also LSOs and FMOs).

## Program Schedule Metrics Research & Testing

### Status of Census Tests through November 2015



	Total Activities	Completed to Date	In Progress	Remaining
2015 Census and OSR Tests:	3051	2907	35	109
National Content Test:	1182	1011	53	118
2016 Census Test:	2057	753	150	1154

## **Program Budget / Costs as of October 31, 2015**

Since we are operating under a Continuing Resolution (CR) through December 16, 2015, we have not integrated our full year operating plans into the accounting system. As a result, we do not have the monthly plans to compute the monthly budget variances for each Work Breakdown Structure (WBS) area.

## Program-Level Life Cycle Risks

	Risk ID	Name	Level	Prior Level	Trend	Prob	Imp
1	LC-040	Funding Requests Not Realized	H	H	↔	4	5
2	LC-032	Reengineering Address Canvassing Operation	H	H	↔	3	5
3	LC-033	Administrative Records and Third-Party Data - External Factors	H	H	↔	3	5
4	LC-039	Public Perception of Ability to Safeguard Response Data	H	H	↔	3	5
5	LC-041	Cyber Security Incidents	H	H	↔	3	5
6	LC-002	Cost Goal	M	M	↔	3	4
7	LC-010	Enterprise IT Solutions	M	M	↔	3	4
8	LC-011	Acquisition Lead Time	M	M	↔	3	4
9	LC-012	External Support	M	M	↔	3	4
10	LC-015	Program Life Cycle	M	M	↔	3	4
11	LC-022	Technological Innovations Surfacing After Design Is Finalized	M	M	↔	3	4
12	LC-031	Delay of Quality Control Testing	M	M	↔	3	4
13	LC-036	Operations and Systems Integration	M	M	↔	3	4
14	LC-038	Data Quality	M	M	↔	3	4
15	LC-042	Late Operational Design Changes	M	M	↔	3	4
16	LC-021	Schedule Impacts	M	M	↔	3	3
17	LC-037	Human Capital Management	M	M	↔	3	3
18	LC-003	Meeting Cost Assumption Goals	M	M	↔	2	5
19	LC-028	Internet Data Collection	M	M	↔	2	5
20	LC-034	Administrative Records and Third-Party Data - Access and Constraints	M	M	↔	2	5
21	LC-001	Cost Model Assumptions	M	M	↔	2	4
22	LC-027	IT Security Controls	M	M	↔	2	4
23	LC-029	Contract Management	M	M	↔	2	4
24	LC-004	ACS Funding and Integration	M	M	↔	1	5
25	LC-016	Policy Impacts	L	L	↔	2	3
26	LC-023	Inconclusive Data	L	L	↔	2	3
27	LC-018	Trade Agreement Act Compliance	L	L	↔	2	2

### Program-Level Life Cycle Risks



LC-040\_Funding Requests Not Realized: An issue was created regarding the fact that the 2020 Census program did not receive the full enacted budget at the beginning of FY2016 because the Census Bureau is operating under a Continuing Resolution. Starting FY2016 without the full enacted budget has affected the 2020 Census program in the following ways: new projects cannot be started, not all the vacant positions can be filled, and new contracts cannot be issued.

# Appendix

## Appendix A

### Acronyms

ACS .....	American Community Survey
AMO .....	Area Manager of Operations
AMSD .....	Administrative and Management Systems Division
AOSC .....	Area Operations Support Center
ARM.....	Administrative Records Modeling
ASD.....	Application Services Division
ATAC.....	Automated Tracking and Control
AVI.....	[Telephone: robocall]
AVT .....	Address Validation Test
BYOD .....	Bring Your Own Device [The use of employee-owned equipment/services.]
CATI .....	<i>Computer Assisted Telephone Interviewing</i>
CCs.....	Contact Centers
CEDCaP .....	Census Enterprise Data Collection and Processing
CES.....	Center for Economic Studies
CMS .....	Center for Medicare and Medicaid Studies
COMPASS .....	Census Operations Mobile Platform for Adaptive Services and Solutions
CQA .....	Census Questionnaire Assistance
CR .....	<i>Continuing Resolution</i>
CSAC .....	Census Bureau's Scientific Advisory Committee
CSM .....	Center for Survey Measurement
DAPPS .....	Decennial Applicant, Personnel and Payroll System
DCBO .....	Decennial Communications and Budget Office
DCMD .....	Decennial Census Management Division
DDSSO .....	Decennial Directorate Support Services Office
DITD.....	Decennial Information Technology Division
DPMO .....	Decennial Program Management Office
DSSD .....	Decennial Statistical Studies Division
EFU .....	Evaluation Followup
ENUM .....	Enumerators in the Field
ENUMPREP .....	Enumeration Preparation
ES.....	English/Spanish, otherwise known as Bilingual
FMO.....	Field Manager of Operations
FY.....	<i>Fiscal Year</i>
FSCPE.....	<i>Federal-State Cooperative for Population Estimates</i>
GEO .....	Geography Division
GAO .....	<i>Government Accountability Office</i>
GPO .....	<i>Government Publishing Office</i>
GRF-C.....	Geographic Reference File-Codes
GRF-N .....	Geographic Reference File-Names
HU .....	Housing Unit
ICADE.....	Integrated Computer Assisted Data Entry System
ICC .....	Integrated Communications Contract
IMS .....	Integrated Master Schedule
IPT .....	Integrated Project Team
IRS .....	<i>Internal Revenue Service</i>
IT .....	<i>Information Technology</i>
JASON.....	[An independent scientific advisory group that provides consulting services to the federal government on matters of science and technology.]
LCO .....	Local Census Office
LMS .....	Learning Management System
LSO .....	Local Supervisor of Operations
LUCA .....	Local Update of Census Addresses

MAF ..... Master Address File  
 MAFUF ..... Master Address File Update File  
 MCM..... Mobile Case Management  
 MES ..... Mission Enabling Services  
 MMVT..... MAF Model Validation Test  
 MOCS..... Multi-mode Operational Control System  
 MOJO ..... [Term for Census Operational Control System for Reengineered Field Operations]  
 NAC ..... *National Advisory Committee*  
 NAS ..... *National Academy of Sciences*  
 NCT ..... National Content Test  
 “Notify Me” ..... [Census Bureau’s Pre-registration Tool]  
 NPC..... National Processing Center  
 NRFU ..... Nonresponse Followup  
 OCS..... Operational Control System  
 OIG ..... *Office of the Inspector General*  
 OMB ..... *Office of Management and Budget*  
 OSR ..... Optimizing Self-Response  
 PM ..... *Program Management*  
 PMR..... Program Management Review  
 PVSed ..... [To make data private and secured]  
 QC..... *Quality Control*  
 R&T ..... Research and Testing  
 RCC ..... Regional Census Center  
 RFI ..... *Request for Information*  
 RFP ..... *Request for Proposal*  
 RO..... Regional Office  
 ROCKIT ..... Reorganized Census with Integrated Technology [Reengineered Field Operations]  
 RRB ..... Risk Review Board  
 RTNP..... Real-Time Non-ID Processing  
 RTOCS ..... Research and Testing Operational Control System  
 SDLC ..... Systems Development Lifecycle  
 SE ..... *System Engineering*  
 SIMEX ..... Human in the Loop Simulation  
 SLC..... Survey Life Cycle  
 TIGER ..... Topologically Integrated Geographic Encoding and Referencing  
 TMO..... Technologies Management Office  
 TQA ..... Telephone Questionnaire Assistance  
 UAA ..... *Undeliverable As Addressed*  
 UAT..... *User Acceptance Test*  
 UCRM ..... Universe Control and Response Management  
 UECT ..... Universal Enumeration and Control Table  
 UHE..... Usual Home Elsewhere  
 USPS ..... *United States Postal Service*  
 UT..... Users Test  
 UTS ..... Unified Tracking System  
 WLM..... Workload Management

Note: Non-italicized acronyms are those that are used mainly at US Census Bureau whereas italicized acronyms are widely employed elsewhere.