



2020 Census

December 2017

Monthly Status Report

All information in this report is as of December 31, 2017
unless otherwise stated in the title of the page.

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Key Program Updates

For the **2018 End-to-End Census Test**, significant efforts continue to prepare and integrate geographic files, systems, applications, recruiting and hiring, forms, and a myriad of other activities needed to conduct peak operations this spring (see pp. 9-18).

- The Census Bureau conducted the Release D (Field Enumeration) Test Readiness Review (TRR) #1 (Update Leave, Nonresponse Followup, Coverage Improvement) on December 6, 2017.
- Field Division headquarters, the New York Regional Census Center, and the Providence, Rhode Island Area Census Office, are currently involved in executing a door-to-door (blitz) campaign in several neighborhoods throughout Providence to encourage people to apply for jobs working on 2018 Census Test Peak Operations. Recruiting Assistants are also holding in-person assessment help sessions to assist applicants. Six additional Recruiting Assistants completed training in early December. As of December 31, 2017, 1,489 people have been recruited for peak operations.
- The Census Bureau reviewed and approved the proofs for all 2018 End-to-End Census Test self-response questionnaires and envelopes for the Government Publishing Office (GPO)-selected print vendor.
- The Census Bureau completed project-level testing of the Internet Self-Response application on December 22, 2017.
- Discussions were held on December 11, 2017, with the National Conference of State Legislatures (NCSL) about the Federal Register Notice published on November 8, 2017. This notice, entitled “Proposed Content for the Prototype 2020 Census Redistricting Data File” is about the draft design of the prototype P.L. 94-171 Redistricting Data File to be produced from the 2018 End-to-End Census Test.
- Based on the 2020 Census Integrated Master Schedule, through December 31, 2017, 65.8 percent of the activities in the 2018 End-to-End Census Test had been completed (see pp. 43).

The Gunnison Consulting Group withdrew its protest of the fingerprinting contract on December 22, 2017, the Government Accountability Office closed the protest file, and the Contracting Officer notified Indrasoft Inc. to resume performance under the existing contract. The fingerprinting contract for the 2020 Census was awarded to IndraSoft on November 21, 2017, and on December 1, 2017, Gunnison filed a protest. The Contracting Officer issued a notice to suspend performance on the fingerprinting contract on December 5, 2017.

For the **2020 Census Operations**, during December, numerous operations completed developing their detailed schedules in the 2020 Census Integrated Master Schedule (IMS). The Decennial Schedule Management Branch (SMB) held a series of schedule lockups during December to develop, integrate and baseline the 2020 Census Execution schedules for the Census Early and Field Data Collection operations, which consisted of 88 projects, over 23,000 activities, and over 40,000 relationships. The team conducted schedule walk-throughs and obtained signed approval of the baseline by project owners. As part of the signoff, project owners identified any remaining missing production workflow activities in the IMS to be resolved during January. The SMB team is actively working with project owners to include the

Key Program Updates cont'd

missing activities in preparation for a rebaseline at the end of January 2018. Additionally, the SMB began collecting progress updates (actuals) to measure performance of the 2020 Census production phase in January and presenting the 2020 Executive Alert Report to the 2020 Census Portfolio Management Governing Board (PMGB) on a weekly basis.

The Census Bureau received data collection approval from the Office of Management and Budget (OMB) for the Census Barriers, Attitudes, and Motivators Survey (CBAMS) quantitative package on December 6, 2017, and delivered the CBAMS qualitative package to the OMB on December 19, 2017. The quantitative part of CBAMS is the mail and online survey that is sent to a sample population. The qualitative part is the focus groups that are being conducted.

The promotional outreach events continued for the Local Update of Census Addresses (LUCA), the first major operation for the 2020 Census. As of December 31, 2017, a total of 678 promotional presentations and 161 Training Workshops had been completed. As of December 31, 2017, the Census Bureau had received 18,902 responses from the 39,332 unique governments that are eligible to participate and therefore received invitations. Of those, 10,905 had signed up to participate in the LUCA Operation and 7,997 had declined. Governments typically decline due to insufficient staff, because another level of government is participating, or because they are too busy. The 10,905 who had registered to participate in the LUCA Operation cover 96 percent of the population and 96 percent of the housing by at least one LUCA participant. Governments had been given until December 15, 2017, to register for LUCA. This deadline has been extended until January 31, 2018, for areas impacted by recent natural disasters in Texas, Florida, Puerto Rico and California. Additionally, regular entities that call the Geographic Partnership Support Desk requesting an extension will be granted the same.

The Census Bureau solicited from the states their updates for the 116th congressional and 2018 state legislative district boundaries as part of Phase 4 of the Redistricting Data Program.

The 2020 Census In-Office Address Canvassing Interactive Review (IR) production continues, and is meeting the expected production goals. The clerks reviewed blocks during Interactive Review from the beginning of production in September 2015 through November 30, 2017. They completed 100 percent of the 11,155,486 total blocks nationally through the **first pass** in Interactive Review. Going forward, blocks will continue to be triggered back in for review as needed. 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.

As of December 31, 2017, 77.79 percent of the blocks containing 62.74 percent of the addresses were classified as Passive, 16.02 percent of the blocks containing 26.58 percent of the addresses were classified as Active, and 4.92 percent of the blocks containing 9.36 percent of the addresses were classified as On-Hold. As of December 31, 2017, 142,180 blocks have

Key Program Updates cont'd

been triggered for IR re-review. Triggered blocks which are still being worked through IR will be included in the "Total Blocks Reviewed" number above, but not be included in any of the Totals (Active, Passive, Hold) until they are re-reviewed. The triggered blocks accounted for 1.27 percent of the total completed and contain 1.37 percent of the addresses. Blocks may remain in "On Hold" status for review at a later date due to "future growth" (for instance, there are signs that construction will be taking place but the houses are not built) or "imagery issues" (for instance, cloud cover obscures views of the structures).

Staff delivered the Census Enterprise Data Collection and Processing (CEDCaP) Capabilities for Release D Field Enumeration (for Test Readiness Review on December 6, 2017) to the Technical Integrator for 2020 Census program-level integration testing. This included capabilities from the following CEDCaP systems: Enterprise Censuses and Surveys Enabling-Enumeration (ECaSE-Enum), Concurrent Analysis and Estimation System (CAES), ECaSE Field and Survey Operational Control System (OCS), Service Oriented Architecture (SOA), MOJO and Control and Response Data System (CaRDS).

Both the Government Accountability Office (GAO) and the Office of Inspector General (OIG) audit teams were provided with the detailed basis of estimates documentation that supports the most recent 2020 Census Life Cycle Cost Estimate. Now that this information is available, GAO has re-activated their formal audit of our cost estimation efforts. This audit was requested by the Chair and Acting Ranking Member of the House Appropriations Subcommittee on Commerce, Justice, Science, and Related Agencies; the Chair and Vice Chairwoman of the Senate Appropriations Subcommittee on Commerce, Justice, Science, and Related Agencies; and the Chair and Ranking Member of the House Committee on Oversight and Government Reform.

On December 6, 2017, an entrance conference was held for GAO's new audit about the Census Bureau's efforts to address historically hard-to-count populations. The request for this audit came from House Committee on Oversight and Government Reform Ranking Member Elijah Cummings. Issues GAO will study include: 1. What socio-demographic groups are considered historically hard-to-count and why? 2. What is the status of the Census Bureau's efforts to enumerate the historically hard-to-count in the 2020 Census?, 3. To what extent is the Bureau's current plans for enumerating the historically hard-to-count in 2020 addressing the nation's changing demographics and key design changes introduced for the 2020 Census; and leveraging earlier lessons learned?

On December 19, 2017, the OIG provided a draft report titled *2020 Census: The Bureau's Background Check Office Is Not Fully Prepared for the 2020 Census*, as a result of their audit on the Census Bureau's internal policies and procedures for conducting background checks on temporary employees and to determine whether the Census Bureau has an effective plan in place to conduct background checks for temporary employees who will be hired during the 2020 Census tests and decennial field operations. The recommendations from OIG include: improve estimates of staffing needs to complete background checks to support the 2020 Census workload; reinforce policies and procedures for approving background check

Key Program Updates cont'd

applications; and reemphasize the importance of charging time to the correct appropriations account. The Census Bureau is now preparing formal comments on this draft.

Some other key program updates include:

2018 End-to-End Census Test

- Issued Stop Work Order on selected fingerprinting vendor on December 5, 2017. The stop work order was issued because a vendor that was not awarded the contract protested the award. That protest was lifted on December 22, 2017. Meetings have resumed with the selected vendor in preparation for the 2018 Census Test.
- Conducted the Release D (Field Enumeration) Test Readiness Review (TRR) #1 (Update Leave, Nonresponse Followup, Coverage Improvement) on December 6, 2017.
- Delivered 2018 Census Test Group Quarters (GQ) handheld device and Decennial Service Center requirements on December 6, 2017. The requirements include the name and number of phones needed for the GQ operation for both enumerators and Census Field Supervisors (CFSs). Enumerators and CFSs supporting GQ data collection for the 2018 Census Test will receive a decennial Device as a Service (dDaaS) phone in June – July, 2018, to submit their time and expense as well as for navigation to their assignments.
- Began interviewing supervisors and team lead positions for Customer Service Representatives (CSRs) for the two call centers for the 2018 Census Test on December 11, 2017. The two call centers are located in Jacksonville, Florida, and Sandy, Utah.
- Completed project-level testing of Internet Self-Response application on December 22, 2017.

2020 Census Operations

- Completed construction of the Philadelphia Regional Census Center (RCC). Accepted space on December 1, 2017.
- Delivered 2020 Decennial Service Center requirements on December 4, 2017.
- Delivered requirements for all 2020 Update Leave (UL) and Update Enumerate (UE) respondent-facing field materials to Content and Forms Design on December 8, 2017.
- Delivered 2020 GQ Integrated Master Schedules, calling scripts, forms, and print materials for GQ Advance Contact, GQ Enumeration/Service-Based Enumeration, and Maritime Vessels Enumeration on December 11, 2017.
- Began coordinating translations of draft 2020 Census questionnaires and nonquestionnaire materials for internal stakeholder review on December 12, 2017.
- Continued the Local Update of Census Addresses (LUCA) Integrated Project Team's (IPT) LUCA Promotional Outreach events. As of December 31, 2017, a total of 678 promotional presentations and 161 Training Workshops had been completed. As of December 31, 2017, the Census Bureau had received 18,902 responses from the 39,332 unique governments that are eligible to participate and therefore received invitations. Of those, 10,905 had signed up to participate in the LUCA Operation and 7,997 had declined. Governments typically decline due to insufficient staff, because another level of government is participating, or because they are too busy. The 10,905 who had

Key Program Updates Cont'd

registered to participate in the LUCA Operation covered 96 percent of the population and 96 percent of the housing by at least one LUCA participant.

- Gathered requirements for 2020 Census questionnaires and nonquestionnaire materials from the following operations and programs: Internet Self-Response, Group Quarters, Nonresponse Followup, Update Leave, Enumeration at Transitory Locations, Update Enumerate, Federally Affiliated Count Overseas, Maritime Vessel Enumeration, Address Canvassing, Puerto Rico Census, and Island Areas Censuses.
- As of December 31, 2017, eight of the 40 Wave 1 Area Census Offices have signed a lease award/occupancy agreement.

Status of Major Tests

2018 End-to-End Census Test

Description

The 2018 End-to-End Census Test objectives are to:

- Test and validate the 2020 Census operations, procedures, systems, and field infrastructure together to ensure proper integration and conformance with all requirements.
- Produce a prototype of 2020 Census geographic and data products.

The Test includes aspects of all four key innovation areas of the 2020 Census Program: reengineering address canvassing, optimizing self-response, utilizing administrative records and third-party data, and reengineering field operations. Additionally, the Test will introduce enterprise systems that were not used in earlier census tests, expand systems already in use, and enhance system use of Cloud technologies.

The Address Canvassing portion of the Test took place in three sites: Providence County, Rhode Island; Pierce County, Washington; and the Bluefield-Beckley-Oak Hill area of West Virginia. Providence County, Rhode Island's demographics mirror those of the nation, providing a microcosm of the 2020 Census experience. Pierce County, Washington, offered a large military population, while Bluefield-Beckley-Oak Hill, West Virginia provided a very rural environment, simulating unique challenges that the Census Bureau will face in 2020. The remaining operations for the Test will continue in Providence County, Rhode Island.

Key Activities

Publish Paperwork Reduction Act Presubmission Federal Register Notice for Early Operations – October 7, 2016 (published on October 19, 2016)

Conduct In-Office Address Canvassing – November 16, 2016 – February 2, 2017 (started on September 26, 2016; completed on January 27, 2017)

Open Regional Census Centers (RCC) – January 3, 2017 (completed on January 3, 2017)

Deliver Office of Management and Budget (OMB) (Paperwork Reduction Act) Clearance Package for Early Operations – January 24, 2017 (published January 10, 2017)

Receive OMB (Paperwork Reduction Act) Approval for Early Operations – March 27, 2017 (completed on March 23, 2017)

Publish Presubmission Federal Register Notice for Peak Operations – March 1, 2017 (completed on March 29, 2017)

Begin Recruiting for Early Operations – March 10, 2017 (began on March 31, 2017)

Open Area Census Offices (ACO) – March 31, 2017 (Providence ACO opened May 26, 2017; Beckley and Seattle ACOs opened July 17, 2017)

Deliver OMB (Paperwork Reduction Act) Clearance Package for Peak Operations – July 21, 2017 (completed on July 14, 2017)

Receive OMB (Paperwork Reduction Act) Approval for Peak Operations – September 12, 2017 (completed on September 15, 2017)

Conduct In-Field Address Canvassing – August 28, 2017 – September 29, 2017 (completed on September 29, 2017)

Conduct In-Field Address Canvassing Listing Quality Control (QC) – September 5, 2017 – October 6, 2017 (completed on October 5, 2017)

2018 End-to-End Census Test

Key Activities Cont'd

Begin Recruiting for Peak Operations – August 31, 2017 (began September 5, 2017)
Conduct Census Questionnaire Assistance (CQA) – March 16, 2018 – July 31, 2018
Conduct Paper Data Capture – March 16, 2018 – August 31, 2018
Conduct Self-Response, Including Non-ID Processing – March 16, 2018 – July 31, 2018
Conduct Coverage Improvement* – March 30, 2018 – July 31, 2018
Census Day – April 1, 2018
Conduct Update Leave (UL) – April 9, 2018 – May 4, 2018
Conduct UL Listing QC – April 16, 2018 – May 11, 2018
Conduct Nonresponse Followup (NRFU) – May 9, 2018 – July 24, 2018
Conduct NRFU Reinterview – May 10, 2018 – July 31, 2018
Conduct Group Quarters (GQ) Advance Contact – June 18, 2018 – July 10, 2018
Conduct GQ Service Based Enumeration (SBE) – July 25, 2018 – July 27, 2018
Conduct GQ Enumeration (GQE) – July 30, 2018 – August 24, 2018
Conduct GQ In-Office QC – July 25, 2018 – August 24, 2018
Publish Prototype P.L. 94-171 Data and Support Products – no later than April 1, 2019
* The goals of Coverage Improvement (CI) are to resolve erroneous enumerations (that is, people counted in the wrong place or more than once) and omissions (people who were missed). CI will attempt to resolve coverage issues from Internet Self-Response, Census Questionnaire Assistance, Nonresponse Followup, and housing unit paper questionnaires.

Summary of Activities (Last 30 Days)

IT Infrastructure

1. Performed On Prem Data Center installation, configuration and documentation of Release C (44 components) and Release D (4 components) services, processes and tools. (The On Prem Data Center is an enclave of systems being built in the Bowie, Maryland, Computer Center. Each Release represents a set of functional processes for the 2020 Census; each process is done in a segment, such as "Release C".)
2. Completed planning activities and network equipment configuration for Census Questionnaire Assistance (CQA) connectivity via the 2020MPLS (the telecom circuit which provides Decennial connectivity) for access to 2020 Census Internet Self-Response (ISR).
3. Completed build and integration of Technical Integrator (TI) Certificate Authority with the Census Certificate Authority and began issuing certificates for On-Premise Applications.
4. Completed installation, configuration, and documentation of the mobility components IOS (the operating system for mobile devices), Air Watch cloud-based Software as a Service (SaaS) and Air Watch Enterprise Service Connector (ESC) in support of Release D Authorization to Operate (ATO).

Systems Engineering and Integration

Conducted the Release D (Field Enumeration) Test Readiness Review (TRR) #1 (Update Leave, Nonresponse Followup, Coverage Improvement) on December 6, 2017.

2018 End-to-End Census Test

Summary of Activities (Last 30 Days) cont'd

Security, Privacy, and Confidentiality

1. Worked with Office of Information Security (OIS) to develop an Authority to Operate Schedule (ATO) schedule for the systems in the 2018 Census Test.
2. Worked with the Policy and Coordination Office (PCO) and OIS to develop a checklist that helps program areas understand the steps that should be taken when a minor or major change occurs to a system. This internal checklist will be given to Integrated Project Teams to update security documents.

Content and Forms Design

Participated in project-level testing of the Internet-Self Response, Census Questionnaire Assistance, and Nonresponse Followup field enumeration instruments throughout the month of December 2017.

Language Services

Participated in project-level testing of translations of the Internet-Self Response, Census Questionnaire Assistance and Nonresponse Followup field enumeration instruments throughout the month of December 2017.

Decennial Logistics Management

Presented the Decennial Logistics Management Project Management Review to Decennial Census Management Division's Assistant Division Chiefs on December 14, 2017.

Recruiting, Training, and Onboarding

1. Field Division headquarters, the New York Regional Census Center, and the Providence, Rhode Island Area Census Office, are currently involved in executing a door-to-door (blitz) campaign in several neighborhoods throughout Providence, Rhode Island, to encourage people to apply for jobs working on 2018 Census Test Peak Operations. Recruiting Assistants are also holding in-person assessment help sessions to assist applicants. Six additional Recruiting Assistants completed training in early December, 2017. As of December 31, 2017, 1,489 people have been recruited.
2. The Providence, Rhode Island Area Census Office selected six Office Operations Supervisors and five clerks in support of 2018 End-to-End Census Test Peak Operations on December 6, 2017. They will begin working in early February.
3. Issued Stop Work Order on selected fingerprinting vendor on December 5, 2017. The stop work order was issued because a vendor that was not awarded the contract protested the award. That protest was lifted on December 22, 2017. Meetings have resumed with the selected vendor in preparation for the 2018 Census Test.

Geographic Programs

Delivered transaction files, metrics, and tallies from In-Field Address Canvassing on December 22, 2017, to Decennial Statistical Studies Division (DSSD).

2018 End-to-End Census Test

Summary of Activities (Last 30 Days) cont'd

Paper Data Capture (PDC)

1. Met with the Operational Testing and Management Branch (OTMB) on December 12, 2017, to walk through the checklist of Paper Data Capture (PDC) activities to confirm correctness and to provide more detail in preparation of Operational Readiness Testing (ORT) activities related to the 2018 End-to-End Census Test.
2. Met with members of the Decennial Information Technology Division (DITD) and the Integrated Computer Assisted Data Entry (iCADE) team on December 12, 2017, to discuss iCADE's need for an Administrative Records data refresh. The data refresh needs to be provided to iCADE in January 2018 to support iCADE's approach to maximizing Optical Character Recognition (OCR) rates for the Paper Data Capture (PDC) operation during the 2018 End-to-End Census Test.
3. Met with the Census Experiments Branch on December 14, 2017, to discuss status of the draft 2018 End-to-End Census Test Paper Data Capture Operational Assessment Study Plan.
4. Conducted a teleconference with the National Processing Center (NPC) Decennial Operations team on December 15, 2017, to discuss site readiness for the 2018 End-to-End Census Test Paper Data Capture (PDC) operation with respect to equipment installation and testing.
5. Met with Technical Integrator (TI) and iCADE on December 15, 2017, to discuss timing and viability of creating a Digital Test Deck (DTD) for the 2018 End-to-End Census Test.
6. Participated in the TI Program Management Review (PMR) on December 20, 2017. The PMR is a monthly review of progress against the specific work within each TI Technical Directive (TD). Each TD includes a requirement for a monthly status report, which the PMR satisfies.

Internet Self-Response (ISR)

Completed project-level testing of ISR application on December 22, 2017.

Update Leave (UL)

1. Conducted follow-up meetings on December 12, 2017, and December 19, 2017, to continue to status the action items identified at the initial meeting on November 7, 2017, where the UL team gathered impacts to systems based on the plan to use Census Bureau headquarters (HQ) and New York Regional Census Center (NYRCC) staff to conduct the UL operation for the 2018 Census Test.
2. Met with Enabling-Field Operational Control System -Field Operational Control System (ECaSE-FOCS) and Listing and Mapping Application (LiMA) development teams in December 2017 at their weekly stakeholder meetings.
3. Completed updates to the 2018 UL Universe Workload Specification on December 22, 2017, based on comments and feedback received from internal stakeholders as of December 15, 2017.

2018 End-to-End Census Test

Summary of Activities (Last 30 Days) cont'd

Census Questionnaire Assistance (CQA)

1. Began assessing security controls in preparation for being granted Authorization to Operate (ATO) for CQA systems on December 1, 2017.
2. Participated in final program-level testing of the CQA solution with the Internet Self-Response instrument, the Nonresponse Followup Re-interview interface and instrument, and the Coverage Improvement interface and instrument after the Release D TRR on December 6, 2017.
3. Sent the CQA Study Plan to the Decennial Communications Coordination Office on December 7, 2017, to begin the internal clearance process and ultimately to be issued in the 2020 Census Memorandum Series.
4. Participated in CEDCaP Release Train Program Increment (PI) 24 on December 7, 2017.
5. The CQA Government Program Management Office (GPMO) signed off on baselined CQA and CQA systems (CQS) 2020 Census schedule.
6. Began interviewing supervisor and team lead positions for Customer Service Representatives (CSRs) for the two call centers for the 2018 End-to-End Census Test on December 11, 2017. The two call centers are located in Jacksonville, Florida and Sandy, Utah.

Nonresponse Followup (NRFU)

1. Completed submission of test cases for User Acceptance Testing of Enterprise Censuses and Surveys Enabling-Field Operational Control System (ECaSE-FOCS) on December 29, 2017.
2. Submitted test cases for User Acceptance Testing of the NRFU Computer Automated Telephone Instrument (CATI) for the NRFU Re-interview operation.
3. Began testing of the ECaSE-Enumeration (Enum) instrument the week of December 25, 2017.
4. Participated in TRR for Release D on December 6, 2017.
5. Gained approval from system stakeholders (including, but not limited to: ECaSE-Enum, ECaSE-FOCS, ECaSE-Survey Operational Control System (SOCS) of specifications for workload creation, administrative records modelling, NRFU mail out, contact strategies, field operational control, quality control, close-out procedures, and data types from system stakeholders on December 22, 2017.
6. Submitted IT support requirements to the Decennial Service Center (DSC) for the NRFU Operation.

Group Quarters (GQ)

1. Delivered 2018 Census Test Group Quarters (GQ) handheld device and Decennial Service Center requirements on December 6, 2017. The requirements include the name and number of phones needed for the GQ operation for both enumerators and Census Field Supervisors (CFSs). Enumerators and CFSs supporting the 2018 GQ Test will receive a decennial Device as a Service (dDaaS) phone to submit their time & expense as well as for navigation to their assignments.

2018 End-to-End Census Test

Summary of Activities (Last 30 Days) cont'd

Group Quarters (GQ) cont'd

2. Presented 2018 Census Test GQ Advance Contact Study Plan to the 2020 Census Portfolio Management Governing Board (PMGB) on December 13, 2017.

Response Processing (RPO)

1. Submitted Change Request (CR) to update 2018 End-to-End Census Test Response Processing operation schedule. The CR was put through to correct an issue with linkages to the decennial response processing schedule for deliverables and add additional activities relating to creation/review of the sample delivery files and print workload files.
2. Presented 2018 Census Test Response Processing Assessment Study Plan to the 2020 Census PMGB on December 20, 2017.
3. The Decennial Statistical Studies Division completed reviewing and verifying the Test Housing Unit Sample Delivery file from the Control and Response Data System (CaRDS) on December 3, 2017.

Data Products and Dissemination (DPD)

1. ACSO Decennial Tabulation Branch is re-aligned to Decennial Information Technology Division (DITD) as the Decennial Tabulation Staff.
2. American Community Survey (ACSO) Office provided Computer Services Division (CSvD) with requirements to build servers for tabulation system. Tabulation is a sub-operation of DPD and ACS is responsible for the development of the tabulation system for the 2020 Census.

Redistricting Data Program

1. Discussions were held on December 11, 2017 with the National Conference of State Legislatures (NCSL) about the Federal Register Notice published on November 8, 2017. This notice, entitled "Proposed Content for the Prototype 2020 Census Redistricting Data File" is about the draft design of the prototype P.L. 94-171 Redistricting Data File to be produced from the 2018 End-to-End Census Test. Attendees were generally comfortable with the design proposed in the Notice.
2. Finalized and delivered the file design for the 2020 Census Prototype Redistricting Data File to be produced from the 2018 End-to-End Census Test to the Data Products & Dissemination Integrated Project Team and to the Population Division on December 27, 2017, ahead of the scheduled delivery date of January 2, 2018. The file design reflects the recent decision to use separate questions for race and ethnicity and to not include a Middle Eastern North African (MENA) category in the prototype and the official data.

Look Ahead (Next 60 Days)

Data Products and Dissemination (DPD)

The American Community Survey Office government staff will conduct the first tabulation software user acceptance test for the 2018 End-to-End Census Test during January and February 2018.

2018 End-to-End Census Test

Look Ahead (Next 60 Days) cont'd

IT Infrastructure

1. Complete installation, configuration, hardening and artifact collection of Mobility components to support Release D.
2. Complete deployment and configuration of App Dynamics monitoring tool to support Performance Testing.
3. Finalize the MPLS/Alternate Network solutions and approach to handle connectivity at the Island Area Offices and for Census Field Representatives laptops.
4. Complete build and provisioning of training and staging instances for Remedy in the 2020 cloud in preparation of Decennial Service Center (DSC) stand-up.
5. On-board System and tools in the cloud required to support Release D, Release E, and Active Cyber Defense (12 components).

Program Management

1. Hold Operational Readiness Review (ORR) for Release C: Printing.
2. Continue schedule lockups and rebaseline the 2020 Census Integrated Master Schedule (IMS).
3. Work with Deloitte to help streamline governance for the 2020 Census.

Systems Engineering and Integration

1. Conduct the Training Release 2 (Nonresponse Followup training) Production Readiness Review (PRR) on January 12, 2018.
2. Conduct the Release C (Self-Response) PRR #2 on January 26, 2018.
3. Conduct the Release D (Field Enumeration) Production Readiness Review #1 on February 2, 2018.
4. Conduct the Release E (Tabulation/Dissemination) Test Readiness Review #1 (Residual Coding) on February 26, 2018.

Security, Privacy, and Confidentiality

Update the current Contingency Plan to ensure all systems that are in CEN08 and CEN07 are included in the Plan. (Census Bureau Divisions with IT systems are given plan numbers; the security plans are called CENs. The Decennial Information Technology Division has two plans: CEN08 and CEN07.)

Content and Forms Design

Review print files for Internet Self-Response, Group Quarters, Update Leave, and Nonresponse Followup nonquestionnaire materials, and deliver to Forms Printing and Distribution (FPD) and Decennial Logistics Management (DLM).

Decennial Logistics Management

1. Complete printing of training materials for Nonresponse Followup and Group Quarters operations.
2. Present the 2018 End-to-End Census Test Operational Assessment Study Plans for Decennial Logistics Management to the 2020 Census PMGB on January 31, 2018.

2018 End-to-End Census Test

Look Ahead (Next 60 Days) cont'd

Recruiting, Training, and Onboarding

1. Complete recruiting for the 2018 End-to-End Census Test Nonresponse Followup (NRFU) operation on February 26, 2018.
2. Select NRFU Census Field Supervisors starting on February 5, 2018.
3. Select NRFU Enumerators starting on February 26, 2018.

Geographic Programs

1. Deliver Geographic Reference File-Codes (GRF-C) files to Control and Response Data System (CaRDS), MOJO, Listing and Mapping Application (LiMA), Decennial Applicant, Personnel, and Payroll System (DAPPS), Decennial Statistical Studies Division (DSSD), Production Environment for Administrative Records, Staging, Integration, and Storage (PEARSIS), Enterprise Censuses and Surveys Enabling (ECaSE) system, and Census Data Lake (CDL) on January 5, 2018.
2. Deliver Geographic Reference File-Names (GRF-N) files to CaRDS, MOJO, LiMA, DSSD, Production Environment for Administrative Records, Staging, PEARSIS, ECaSE system, and CDL on January 5, 2018.
3. Deliver the Master Address File Extracts (MAFX) to CaRDS, MOJO, LiMA, DAPPS, DSSD, PEARSIS, ECaSE system, CDL, and Concurrent Analysis and Estimation System (CAES) on January 5, 2018.
4. Deliver the spatial data to MOJO, LiMA, Sampling, Matching and Reviewing and Coding System (SMaRCS), and ECaSE on January 5, 2018.

Decennial Service Center

Determine the list of knowledge based articles (KBAs) needed. These KBAs are training materials for the Decennial Service Center and IT staff at the Regional Census Centers (RCCs) and Area Census Offices (ACOs). The materials are being built so the IT staff at the RCCs and ACOs and Census Bureau headquarters can be prepared to best help the customers who call the Decennial Service Center.

Forms Printing and Distribution

1. Review and approve the proofs for all 2018 End-to-End Census Test Self-Response questionnaires and envelopes for the Government Publishing Office (GPO) - selected print vendor by late January 2018.
2. Complete printing and deliver the 2018 Census Test Group Quarters questionnaires to the National Processing Center (Decennial Logistics) and initiate print orders and print file deliveries for the corresponding envelopes by late February 2018.

Paper Data Capture (PDC)

1. Facilitate the development and review of TI deliverables and work products for PDC.
2. Receive and review a draft of 2018 End-to-End Census Test PDC Operational Assessment Study Plan.

2018 End-to-End Census Test

Look Ahead (Next 60 Days) cont'd

Paper Data Capture (PDC) cont'd

3. Collaborate with the TI, the National Processing Center (NPC) and the Integrated Computer Assisted Data Entry System (iCADE) System Team on the final design for paper processing for the 2018 End-to-End Census Test.
4. Participate in the PRR on January 26, 2018.

Internet Self-Response (ISR)

1. Participate in Program-level testing through the end of January 2018.
2. Continue drafting 2018 study plan. ISR data collection ends July 31, 2018.

Update Leave (UL)

1. Deliver the final workload universe specifications to ECaSE-FOCS product owner and development team.
2. Finalize the list of Census Bureau (headquarters) staff participating in the UL field data collection process for the 2018 End-to-End Census Test. In August 2017, it was discovered that there was a three-month gap between the training development schedule needing systems developed by September 18, 2017 and the system development schedule date of December 6, 2017. To alleviate the gap, the UL Integrated Project Team proposed using HQ and RCC staff to conduct the UL test and modifying the start date of the field test by three weeks to start on April 9, 2018. This proposal alleviates the time needed to create online training modules for field staff; a less formal version of training will be developed for the current Census HQ and RCC staff.

Census Questionnaire Assistance (CQA)

1. Receive ATOs for CQA facilities.
2. Receive ATOs for CQA systems.
3. Begin hiring call center staff for operations.
4. Begin training call center staff for operations.
5. Complete all external interface dependencies for final end-to-end testing.
6. Participate in production readiness review to ensure all systems, facilities and staff are ready for production.

Nonresponse Followup (NRFU)

1. Release the 2018 NRFU Operational Assessment Study Plan through the 2020 Census Memorandum Series on January 5, 2018.
2. Complete User Acceptance Testing (UAT) of ECaSE-Enumeration (Enum).
3. Complete UAT of ECaSE-Field Operational Control System (FOCS).
4. Complete UAT of the NRFU Computer Automated Telephone Instrument for NRFU Re-interview.
5. Participate in Production Readiness Review for Training Release 2 for the 2018 End-to-End Census Test on January 12, 2018.

2018 End-to-End Census Test

Look Ahead (Next 60 Days) cont'd

Group Quarters (GQ)

1. Present 2018 Census Test GQ Service-Based Enumeration Study Plan to the 2020 Census PMGB.
2. Continue working on the 2018 Census Test GQ Training Manuals and Training Guides. The 2018 GQ Test is scheduled for June 2018.

Non-ID Processing

Complete final draft of the Assessment Study Plan and present it to the 2020 Census PMGB.

Coverage Improvement (CI)

1. Participate in program-level testing of CQA solution interface with the CI Internet Self-Response application.
2. Develop 2018 Coverage Improvement Assessment Study Plan.

United States Postal Service (USPS) Coordination Team

1. Finalize Interagency Agreement for the Postal Carriers as Enumerators Pilot for approximately 40 Postal Carriers to conduct nonresponse followup at housing units in two ZIP Codes adjacent to the 2018 End-to-End Census Test location.
2. Develop Interagency Agreement for Informed Delivery to leverage the Postal Service's subscription service to allow subscribers to initiate self-response before they receive their Census letters and postcards during the 2018 End-to-End Census Test.
3. Develop Interagency Agreement for self-response kiosks that could be installed in the 36 post offices across the 2018 End-to-End Census Test and Pilot locations to promote self-response.

Response Processing (RPO)

1. The Decennial Statistical Studies Division (DSSD) will receive, review, and verify the production Housing Unit Sample Delivery file from CaRDS.
2. DSSD will receive, review, and verify the production Group Quarters Sample Delivery file from CaRDS.

Evaluations and Experiments

The Decennial Research Objectives and Methods Group (DROM) working group will review two 2018 End-to-End Census Test study plans: Paper Data Capture Operational Assessment and Quality Profiles of Address Canvassing and Nonresponse Followup.

2017 Census Test

Description

Pursuant to 2020 Census Program Memorandum 2016.21, the scope of the 2017 Census Test was reduced in response to funding uncertainty in Fiscal Year 2017. As a result, the 2020 Census Program did not conduct the Fiscal Year 2017 field testing operations in the Standing Rock Reservation in North Dakota and South Dakota and the Colville Reservation and Off-Reservation Trust Land in Washington state. Field testing planned for three areas in Puerto Rico was also cancelled.

Although there was a revised scope, the 2017 Census Test remained a nationwide self-response test that allowed the Census Bureau to research new methods and advanced technologies to improve data collection during the 2020 Census. The Census Bureau contacted 80,000 housing units throughout the nation to test new internet systems, including new tribal enrollment questions. Areas with relatively high populations of American Indians and Alaska Natives were oversampled as a mechanism for testing potential tribal enrollment questions.

Status of Current Activities

Analysis reports are being prepared. Once complete, the reports will be issued, on a flow basis, through the 2020 Census Memorandum Series.

Reports Under Development/Review

- 2017 Census Test Analysis Report for Non-ID Processing operation (Completed final draft for briefing the Decennial Research Objectives and Methods [DROM] working group).

Summary of Activities (Last 30 Days)

Internet Self-Response

Continued analysis of 2017 Census Test data.

Look Ahead (Next 60 Days)

Internet Self-Response

Continue analysis of 2017 Census Test data. There are no plans for an official report due to resource constraints. Findings will be shared with Integrated Project Teams.

Non-ID Processing

Present final draft of the analysis report to the DROM working group for discussion.

Address Canvassing Test

Description

The Address Canvassing Test conducted in 2016 focused on the following: (1) measuring the effectiveness of In-Office Address Canvassing through In-Field Address Canvassing; (2) measuring the effectiveness of In-Field Address Canvassing; and (3) understanding the implications of moving from Assignment Area (a grouping of blocks) to Basic Collection Unit (BCU), which encompasses the characteristics of both collection blocks and assignment areas. See Appendix C for more details.

Summary of Activities (Last 30 Days)

The Address Canvassing Test Analysis Report is being revised based on comments from Decennial Census Programs Directorate leadership.

2016 Census Test

Description

The 2016 Census Test was an operational study of both self-response and nonresponse followup procedures. See Appendix C for more details.

Status of Current Activities

Reports under Development/Review

- 2016 Census Test Coverage Reinterview Analysis Report (Expected completion was April 30, 2017; delayed until January 15, 2018 due to resource limitations.) (Report approved by the Decennial Research Objectives and Methods [DROM] Group and the 2020 Census PMGB.)
- 2016 Group Quarters Electronic Response Independent Test Analysis Report (Detailed report will not be produced due to resource issues. A high-level summary document will be issued by mid-February 2018 in the Decennial Statistical Studies Division's Memorandum Series).
- 2016 Census Test Administrative Record Usage Report (Expected completion on January 15, 2018.)
- 2016 Census Test: In-Office Address Canvassing Report (This report will not be produced due to resource issues. Release of any relevant results will be issued in the Decennial Statistical Studies Division's Memorandum Series).
- 2016 Census Test Nonresponse Followup Operational Assessment Report (Expected completion January 15, 2018; is scheduled to be presented at 2020 Census PMGB briefing on January 3, 2018).
- 2016 Census Test Report – Overview (Expected completion was December 29, 2017; delayed until July 31, 2018 due to resource limitations.)

Reports Issued

- 2016 Census Test: Non-ID Response Validation Recollect Analysis Report (July 27, 2017).
- 2016 Service-Based Enumeration Census Test Analysis Report (August 15, 2017).
- 2016 Census Test–Evaluating the Decennial Census Call-in Option: Results from an Interviewer Debriefing of the 2016 Census Test Report (August 18, 2017).
- 2016 Census Test – Optimizing Self-Response, Language Services, Race and Ethnicity, and Relationship Report (September 15, 2017).
- 2016 Census Test Analysis – Non-ID Processing Report (October 27, 2017).

Status of Major 2020 Census Operations

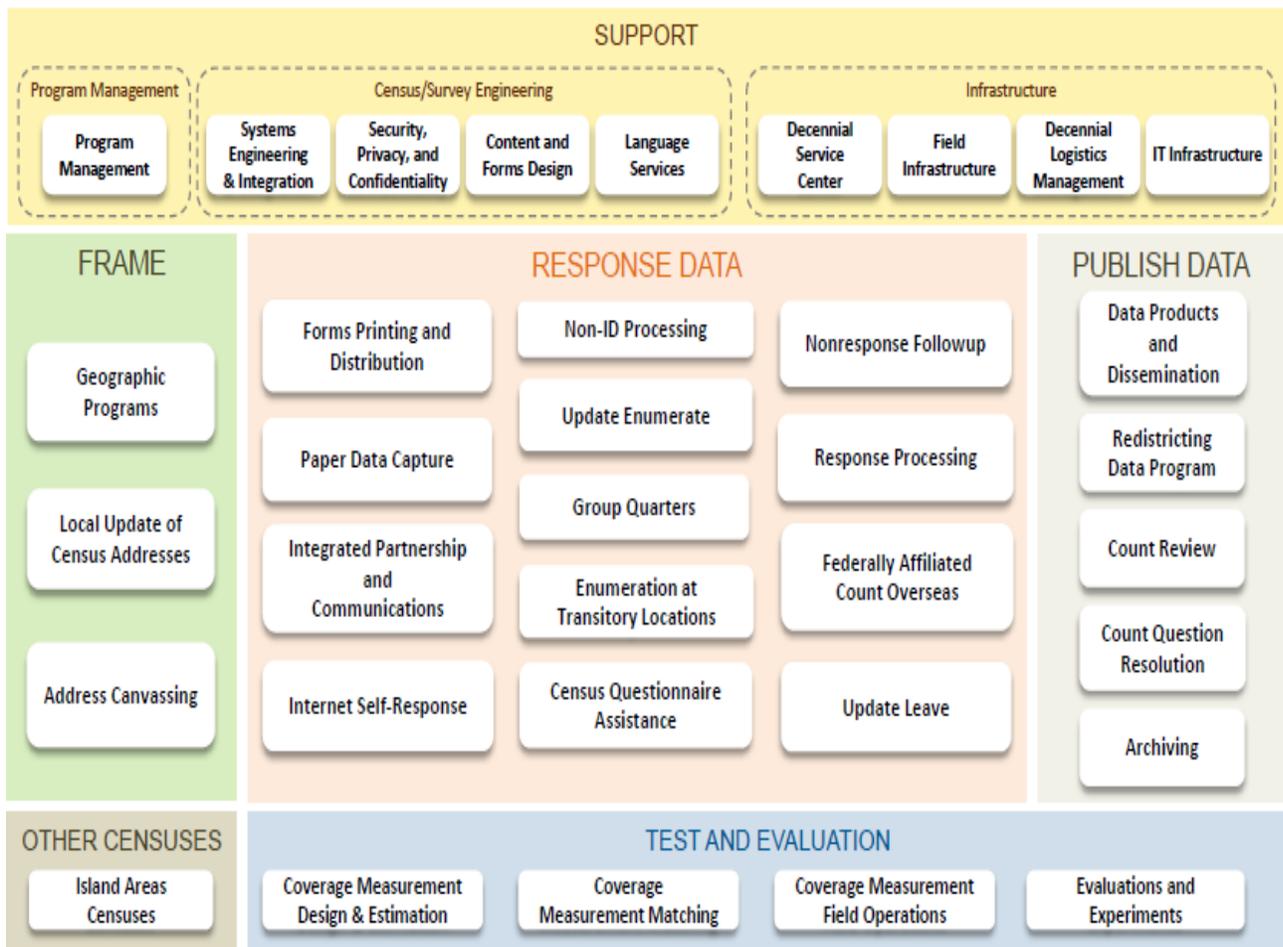
The 2020 Census includes 35 operations that are organized into eight major areas that correspond with the Census Bureau standard Work Breakdown Structure (WBS). The term operation refers to both support and business functions.

The status of these operations is reported on the following pages, which are organized by major area. Please note, only operations that are underway are discussed on the following pages.

Appendix A describes the 35 operations of the 2020 Census.

Completed or planned activities specifically supporting past or current Tests are reported on the relevant Test pages (pages 9 – 21). Otherwise, they are reported on the relevant 2020 Census Operations pages (pages 22 – 36).

Figure 1: Operational Overview by WBS



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 description of these operations, please see Appendix A.

Table 1: SE&I Review Descriptions

Review	Description
Critical Business Proposal Review (CBR)	Review of initial high-level architecture to ensure inclusion of appropriate systems to implement the desired subset of the 35 operations.
Project Baseline Review (PBR)	Review of program baselines. Schedule, organizational structure, risk, etc.
Systems Requirements Review (SRR)	Joint review of Project-Level Business Requirements/Capability Requirements (PLBR/CAP) by engineering and operations.
Critical Design Review (CDR)	Review of high-level architecture and detailed business processes that define the subset of operations, interfaces, etc. Includes allocation of requirements to systems and the defined releases.
Test Readiness Review (TRR)	Ensures appropriate test objectives, methods procedures, scope and environments. Assesses readiness of systems to begin independent program-level testing. Marks the beginning of testing by the Program Test Team.
Production Readiness Review (PRR)	Assessment of test results to ensure systems are ready for operations testing.
Operational Readiness Review (ORR)	Assessment of operational testing to ensure full operation is ready to go-live.

Table 2: 2018 SE&I Release Functionality Key

2018 Release	Functionality
Release A	In-Field Address Canvassing
Release B	Coverage Measurement – Independent Listing
Release C	Self-Response
Release D	Field Enumeration
Release E	Tabulation/Dissemination
Release F	RESERVED
Release G	Geographic Programs / Local Update of Census Addresses (LUCA)
Release H	RESERVED
Release I	In-Office Address Canvassing
Release J	RESERVED
Release K	Coverage Measurement – Initial Housing Unit Followup, Person Interview
Release L	Coverage Measurement – Person Interview Matching
Release M	Coverage Measurement – Person Followup
Release N	Coverage Measurement – Final Housing Unit Followup
Release O	Coverage Measurement – Reports & Release Findings
Release P	Partnership Activities
Recruiting Release 1	Address Canvassing, Coverage Measurement – Independent Listing, and Initial Housing Unit Followup Recruiting
Recruiting Release 2	Field Enumeration, Coverage Measurement – Person Interview, Person Followup, and Final Housing Unit Followup Recruiting
Training Release 1	Address Canvassing Training
Training Release 2	Field Enumeration Training
Coverage Measurement Sample Release	Initial Sample for Coverage Measurement

Census/Survey Engineering

Table 3: 2020 SE&I Release Functionality Key

2020 Release	Functionality
Release 1	Recruiting for all positions Selection/Hiring/Training of Recruiting Assistants (RAs), Partnership Specialists, Office Operations Supervisors (OOSs) and Clerks
Release 2	2018 Mapping [Release RR1, TR1, A, RR2, Post-Enumeration Survey Sample] Address Canvassing selection of Census Field Supervisors, Enumerators and Listers Post-Enumeration Survey Sample Release: Initial Sample for Post-Enumeration Survey Address Canvassing Training In-Field Address Canvassing Peak Operation Recruiting
Release 3	2018 Mapping [Release TR2, P,B,C,D,K,L] Advertising and Earned Media Housing Unit Count Review Peak Operation Training (includes Update Leave/Group Quarters/Update Enumerate/Nonresponse Followup) Post-Enumeration Survey – Independent Listing Training Post-Enumeration Survey – Independent Listing Group Quarters Workload and Advance Contact/Census Questionnaire Assistance (CQA) Training/Printing and Mailing Workload Remote Alaska Island Areas Censuses Enumeration at Transitory Locations Self-Response (includes Mailing/Self-Response/CQA /Coverage Improvement) Peak Operations (includes Update Leave/Update Enumerate/Group Quarters/Service Based Enumeration/Early Nonresponse Followup/Nonresponse Followup) Post-Enumeration Survey – Person Interview Post-Enumeration Survey – Initial Housing Unit Followup Post-Enumeration Survey – Person Interview Matching (E-Sample ID, Computer Matching, Before Follow-Up (BFU) Clerical Matching)
Release 4	2018 Mapping [Release E,M,N,O] Tabulation/Dissemination Archiving Federally Affiliated Count Overseas Redistricting Data Post-Enumeration Survey – Person Followup Count Question Resolution Post-Enumeration Survey – Final Housing Unit Followup Post-Enumeration Survey – Reports and Release Findings

Summary of Activities (Last 30 Days)

Systems Engineering and Integration (SE&I)

Released the 2020 Metadata Registry (MDR) version 3 working draft on December 13, 2017, which mostly contains standard data exchange fields for response data. An earlier version of the MDR was baselined to support the 2018 End-to-End Census Test. Version 3 was the first baseline to support the 2020 Census and mostly supports response data. Data categories will be added to the 2020 Census MDR before it is completely baselined in June 2018.

Census/Survey Engineering

Summary of Activities (Last 30 Days) cont'd

Content and Forms Design

Gathered requirements for 2020 Census questionnaires and nonquestionnaire materials from the following operations and programs: Internet Self-Response, Group Quarters, Nonresponse Followup, Update Leave, Enumeration at Transitory Locations, Update Enumerate, Federally Affiliated Count Overseas, Maritime Vessel Enumeration, Address Canvassing, Puerto Rico Census, and Island Areas Censuses.

Language Services

Began coordinating translations of draft 2020 Census questionnaires and nonquestionnaire materials for internal stakeholder review.

Look Ahead (Next 60 Days)

Systems Engineering and Integration (SE&I)

1. Hold System Requirements Review #4 (SRR #4) on January 9 – 10, 2018. This will be the final 2020 SRR and will include requirements for Archiving; Count Question Resolution; Count Review; Coverage Measurement; Data Products and Dissemination; Redistricting; and Evaluations and Experiments.
2. Hold Critical Design Review #4 (CDR#4) for 2020 on February 6, 2018.

Security, Privacy, and Confidentiality

Brainstorming the Operational Assessment Study Plan so that the Integrated Project Team can determine the Security and Privacy topic to assess the study plan.

Content and Forms Design

Begin internal stakeholder review of draft 2020 Census questionnaires and nonquestionnaire materials.

Language Services

Coordinate and review translations of draft 2020 Census questionnaires and nonquestionnaire materials for internal stakeholder review.

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 description of these operations, please see Appendix A.

Summary of Activities (Last 30 Days)

Geographic Programs

1. Continued Participant Statistical Area Program (PSAP) internal review processing at the National Processing Center.
2. Continued Geographic Partnership Support Desk (GPSD) operations to support incoming calls. There were 628 calls received in December 2017; of that number, 622 concerned the LUCA Program and the remainder, the Boundary and Annexation Survey.
3. Continued to process and update military and National Park special land use areas.
4. Continued the Basic Collection Unit (BCU) Interactive Review at Census Bureau headquarters.

Local Update of Census Addresses (LUCA)

Continued the LUCA Integrated Project Team's (IPT) LUCA Promotional Outreach events. As of December 31, 2017, a total of 678 promotional presentations and 161 Training Workshops had been completed. As of December 31, 2017, the Census Bureau had received 18,902 responses from the 39,332 unique governments that are eligible to participate and therefore received invitations. Of those, 10,905 had signed up to participate in the LUCA Operation and 7,997 had declined. Governments typically decline due to insufficient staff, because another level of government is participating, or because they are too busy. The 10,905 who had registered to participate in the LUCA Operation covered 96 percent of the population and 96 percent of the housing by at least one LUCA participant.

Governments had been given until December 15, 2017, to register for LUCA. This deadline has been extended until January 31, 2018, for areas impacted by recent natural disasters in Texas, Florida, Puerto Rico and California. Additionally, regular entities that call the Geographic Partnership Support Desk requesting an extension will be granted the same.

Completed the LUCA Software Requirement Specification for the Address Count List. This specification documents the requirements to develop the software that will generate the address count lists for LUCA blocks showing the number of addresses for each block for participants to use during their LUCA review.

Address Canvassing

The 2020 Census In-Office Address Canvassing Interactive Review (IR) production continues, and is meeting the expected production goals. The clerks have reviewed blocks during Interactive Review from the beginning of production in September 2015 through November 30, 2017. They completed 100 percent of the 11,155,486 total blocks nationally through the **first pass** in Interactive Review. Going forward, blocks will continue to be triggered back in for review as needed. This process classifies the blocks into three categories:

Frame

Summary of Activities (Last 30 Days) cont'd

Address Canvassing cont'd

- 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.

As of December 31, 2017, 77.79 percent of the blocks containing 62.74 percent of the addresses were classified as Passive, 16.02 percent of the blocks containing 26.58 percent of the addresses were classified as Active, and 4.92 percent of the blocks containing 9.36 percent of the addresses were classified as On-Hold. As of December 31, 2017, 142,180 blocks had been triggered for IR re-review. Triggered blocks which are still being worked through IR will be included in the "Total Blocks Reviewed" number above, but not be included in any of the Totals (Active, Passive, Hold) until they are re-reviewed. The triggered blocks accounted for 1.27 percent of the total completed and contain 1.37 percent of the addresses. Blocks may remain in "On Hold" status for review at a later date due to "future growth" (for instance, there are signs that construction will be taking place but the houses are not built) or "imagery issues" (for instance, cloud cover obscures views of the structures).

The 2020 Census In-Office Address Canvassing Ungeocoded Resolution production began in April 2017 and continues. Ungeocoded Resolution is a component of In-Office Address Canvassing that investigates the records that were not resolved from the automated Delivery Sequence File update and matching process, and attempts to assign block codes by reviewing local source data available in-house as well as online. (Only addresses that are geocoded are included in the 2020 Census. In some cases, these records will come in through Non-ID Processing and it is possible for LUCA to provide the geocode as they are receiving the list of ungeocoded addresses with the ZIP Codes that comprise their entity.)

As of December 31, 2017, staff have geocoded 468,974 address records out of the universe of 2,406,428 ungeocoded address records. The Ungeocoded Resolution universe depends upon how many updates we receive from the biannual update of the Delivery Sequence File.

The 2020 Census In-Office Address Canvassing Group Quarters (GQ)/Transitory Locations (TL) production began in the National Processing Center on September 29, 2017. This process confirms that the current GQs/TLs in the Master Address File are still used as GQs/TLs and tries to obtain sufficient contact information needed to validate the unconfirmed records and unknown structures as a GQ, TL, housing unit, or non-residential structure. This is accomplished by conducting internet research and/or telephone calls, by National Processing Center (NPC) staff to obtain information such as type of GQ (college dormitory, group home, shelter, etc.); GQ facility name; primary contact name at the GQ facility; contact telephone number; and maximum number of people that could live or stay in the GQ. The starting universe of records for this process is the set of existing GQs and TLs in the Master Address File.

Frame

Summary of Activities (Last 30 Days) cont'd

Address Canvassing cont'd

As of December 31, 2017, staff attempted to contact 25,982 existing GQs on the Master Address File out of a universe of 212,099 records. Of the 25,982 attempts made, 12,069 have been completed while the remaining are either in the referral review process or are on hold to be contacted again.

Look Ahead (Next 60 Days)

Local Update of Census Addresses (LUCA)

1. Continue to conduct LUCA Promotional Workshops. These workshops are conducted by Census Bureau staff to potential LUCA participants, including representatives from tribal, state, and local governments.
3. Finalize Geographic Support System matching and Master Address File/Topologically Integrated Geographic Encoding and Referencing (MAF/TIGER) System matching Software Requirement Specifications (SRS) for LUCA. This entails completing the requirements needed to develop the address matching rules for comparing the MAF to what participants submit as their LUCA review. This is done to validate the submissions.
4. Complete entering information from LUCA invitation forms received from tribal, state, and local governments into the LUCA Production Control System.
5. Finalize the letters and forms needed for the LUCA Review Packages that will be sent to LUCA participants starting in February 2018.
6. Conduct LUCA Training workshops.
7. Mail out registration closeout snap letters to governments that did not register for LUCA in January 2018.
8. Begin shipping LUCA review materials password letters to registered LUCA participants in February 2018.
9. Begin shipping Title-13 LUCA review materials to registered LUCA participants in February 2018.

United States Postal Service (USPS) Coordination Team

Coordinate a winter meeting with all involved Census Bureau and USPS senior managers, working group members and working group chairs to provide program-wide updates and establish common goals and practices.

Response Data

Description

Thirteen 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; Update Leave; Group Quarters; Enumeration at Transitory Locations; Census Questionnaire Assistance; Nonresponse Followup (which includes Coverage Improvement); Response Processing; and Federally Affiliated Count Overseas. For the description of these operations, please see Appendix A.

Summary of Activities (Last 30 Days)

Paper Data Capture (PDC)

1. Participated in the Technical Integrator's (TI) PDC model walk-through on December 1, 2017.
2. Participated in a collaborative meeting on December 7, 2017, between the Decennial Contracts Execution Office (DCEO), the National Processing Center (NPC) and PDC to discuss linkages to the Field Information Technology for decennial (FITd) contract.
3. Participated in the Decennial Census Management Division's (DCMD) Scheduling Branch's table review session on December 12, 2017, and provided final sign off of the PDC section of the 2020 Census baseline.
4. Met with DCEO on December 13, 2017, to review and refine the Paper Data Capture Center (PDCC) Master Equipment list for the 2020 PDCCs.
5. Met with the TI on December 12 and 14, 2017, to discuss alternatives related to Paper Handing and the associated Analysis of Alternatives deliverable.
6. Participated in a discussion facilitated by the TI related to Digital Test Decks on December 15, 2017.
7. Participated in the TI Program Management Review (PMR) on December 20, 2017. The PMR is a monthly review of progress against the specific work within each TI Technical Directive (TD). Each TD includes a requirement for a monthly status report, which the PMR satisfies.

Integrated Partnership and Communications (IPC) Program

1. Received data collection approval from the Office of Management and Budget (OMB) for the Census Barriers, Attitudes, and Motivators Survey (CBAMS) quantitative package on December 6, 2017. The quantitative part of CBAMS is the mail and online survey that is sent to a sample population.
2. Delivered the CBAMS qualitative package to the OMB on December 19, 2017. The qualitative part of CBAMS is the focus groups that are being conducted.

Nonresponse Followup (NRFU)

1. Baselined the 2020 NRFU schedule in the 2020 Census Integrated Master Schedule on December 14, 2017.
2. Incorporated comments from Decennial Communications Coordination Office editorial review of the 2020 Census NRFU Detailed Operational Plan.
3. Identified Enterprise Censuses and Surveys Enabling (ECaSE) capability requirements that are planned for the 2020 Census but were not in scope for the 2018 End-to-End Census Test.

Response Data

Summary of Activities (Last 30 Days) Cont'd

Coverage Improvement (CI)

Conducted project-level testing for Coverage Improvement-Internet Self-Response (CI-ISR) application.

Update Leave (UL)

1. Delivered requirements for all 2020 UL respondent-facing field materials to Content and Forms Design on December 8, 2017.
2. Reviewed and updated the final draft of the 2020 Census Integrated Master Schedule on December 13, 2017, prior to the baselining of the schedule.
3. Presented an update on the current status of the UL operation to the 2020 Census Portfolio Management Governing Board (PMGB) on December 14, 2017.
4. Delivered the approved detailed performance report requirements for the Unified Tracking System (UTS) and the ECaSE Field Operational Control System (FOCS) on December 27, 2017 to the Performance Measurement Branch.

Update Enumerate (UE)

1. Delivered requirements for all 2020 UE respondent-facing field materials to Content and Forms Design on December 8, 2017.
2. Reviewed and updated the final draft of the 2020 Census Integrated Master Schedule on December 13, 2017 prior to the baselining of the schedule.
3. Presented an update on the current status of the UE operation to the 2020 Census PMGB on December 14, 2017.
4. Delivered the approved detailed performance report requirements for UTS and ECaSE FOCS on December 27, 2017, to the Performance Measurement Branch.

Group Quarters (GQ)

1. Delivered 2020 GQ Integrated Master Schedules for GQ Advance Contact, GQ Enumeration/Service-Based Enumeration, and Maritime Vessels Enumeration on December 11, 2017.
2. Delivered 2020 GQ Advance Contact, GQ Enumeration/Service-Based Enumeration, and Maritime Vessel Enumeration calling scripts, forms and print materials on December 11, 2017.
3. Delivered 2020 Decennial Service Center requirements on December 4, 2017.

Enumeration at Transitory Locations (ETL)

1. Submitted updated capability requirements and Business Process Model to the 2020 Census Technology Officer for the assignment of requirements to system providers.
2. Submitted forms requirements to Content and Forms Design for stateside and Puerto Rico.
3. Delivered 2020 Address Update Program Calling Script on December 11, 2017.
4. Delivered 2020 ETL Integrated Master Schedule on December 11, 2017.

Response Data

Summary of Activities (Last 30 Days) cont'd

Federally Affiliated Count Overseas (FACO)

1. Participated in Joint Application Development (JAD) Session with system architectures on December 6, 2017, to obtain acceptance for requirements for the 2020 Census.
2. Integrated baseline schedule for FACO into the 2020 Census Integrated Master Schedule on December 13, 2017.
3. Submitted finalized form requirements and content for data collection form, instructions, letters and reminder post cards to Content and Forms Design on December 15, 2017.

Response Processing (RPO)

1. Baselined the 2020 Census Integrated Master Schedule for the RPO operation.
2. Presented update on the current status of the RPO operation to the 2020 Census PMGB on December 14, 2017.

Look Ahead (Next 60 Days)

Integrated Partnership and Communications (IPC)

1. The Communications contractor (Team Young & Rubicam [Y&R]) will conduct a deep dive on the Integrated Communications Contract risks and potential mitigation efforts for unfunded components. The activities are currently unfunded for fiscal year 2018 until final full-year appropriation levels are determined due to overall budget constraints. Tasks were prioritized and these were deemed a lower priority in relation to research and recruitment advertising. The unfunded activities were decided jointly by IPC, the Communications Directorate, and Team Y&R.
2. Team Y&R will develop and submit the focus group schedules in support of the qualitative component of the CBAMS.
3. The CBAMS qualitative focus groups will begin in February 2018.

Paper Data Capture (PDC)

Review and comment on TI deliverables and work products related to the 2020 Census.

Update Leave (UL)

1. Deliver the UL Detailed Operational Plan to the Decennial Program Management Office (DPMO) for review.
2. Participate in walk-throughs of the approved detail performance report requirements with the Performance Measurement Branch.
3. Participate in table reviews of the draft 2020 UL field materials prepared by Content and Forms Design.

Update Enumerate (UE)

1. Finalize the initial draft of the 2020 UE Detailed Operational Plan and submit to the Decennial Project Management Office (DPMO) for review.
2. Participate in walk-throughs of the approved detail performance report requirements with the Performance Measurement Branch.
3. Participate in table reviews of the draft 2020 UE field materials prepared by Content and Forms Design (CFD). CFD conducts the table reviews, where hard copies of the updated

Response Data

Look Ahead (Next 60 Days) cont'd

Update Enumerate (UE) cont'd

materials are put out on tables for subject matter to review and provide final comments, usually over the course of two days.

Group Quarters (GQ)

1. Develop 2020 Census Address List Update Program Study Plan.
2. Finalize 2020 Census GQ Advance Contact Software Requirements Specification document.
3. Start table review of all 2020 Census GQ forms and print materials.

Federally Affiliated Count Overseas (FACO)

Develop specifications for automated data collection instrument (Centurion). Federal agencies will use their administrative records for the counts and send them to the Census Bureau electronically through Centurion.

Nonresponse Followup (NRFU)

1. Baseline and release the 2020 Census NRFU Detailed Operational Plan.
2. Obtain acceptance of all capability requirements that support the NRFU operation. This is an output of the System Requirements Review (SRR) on October 5, 2017, and Critical Design Review (CDR) on November 2, 2017.
3. Submit 2020 specifications for workload creation, administrative records modelling, NRFU mail out, contact strategies, field operational control, quality control, and data types (NRFU Compiled Specification) to system stakeholders for review.

Coverage Improvement (CI)

Complete project-level testing for Coverage Improvement Internet Self-Response (CI-ISR) application.

Response Processing (RPO)

Update RPO Detailed Operational Plan to include the post-processing phase as well as all other updates made to design since it was last published.

Publish Data

Description

Five operations support the Publish Data area of the 2020 Census: Data Products and Dissemination; Redistricting Data Program; Count Review; Count Question Resolution; and Archiving. For a description of these operations, please see Appendix A. These operations are active as the Census Bureau prepares for peak operations of the 2018 End-to-End Census Test.

Summary of Activities (Last 30 Days)

Redistricting Data Program (RDP)

Solicited from the states updates for the 116th congressional and 2018 state legislative district boundaries as part of Phase 4 of the Redistricting Data Program.

Archiving (ARC)

Began conducting the second annual review of the draft 2020 Census Records Schedule with all other Integrated Project Teams in December 2017.

Look Ahead (Next 60 Days)

Archiving (ARC)

Participate in SRR 4 in January 2018.

Data Products and Dissemination (DPD)

1. Participate in Systems Requirements Review (SRR) on January 4, 2018, and January 10, 2018.
2. Assess feedback from Data Products Redesign Group (DPRG) webinar to determine next steps.
3. Plan to continue discussion for the other products at subsequent advisory group sessions with DPRG.

Redistricting Data Program (RDP)

1. Mail participant materials for Phase 2 – the Voting District Project.
2. Train participants on use of software for Phase 2 – the Voting District Project.
3. Process participant returns for Phase 2 – the Voting District Project.

Count Question Resolution (CQR)

1. Determine new date for the Joint Application Design (JAD) session after the Systems Requirement Review (SRR).
2. Participate in the SRR 4 on January 9, 2018.

Test and Evaluation

Description

Four operations support the Test and Evaluation area of the 2020 Census: Coverage Measurement Design and Estimation; Coverage Measurement Matching; Coverage Measurement Field Operations; and Evaluations and Experiments. For the description of these operations, please see Appendix A.

Summary of Activities (Last 30 Days)

The Coverage Measurement Design and Estimation (CMDE) Integrated Project Team (IPT):

1. Continued updating the Post-Enumeration Survey (PES) Design and Estimation Business Process Model (BPM) and capability requirements for the Estimation operations. The estimation operations refer to the post-data collection activities of the Post-Enumeration Survey. It includes imputation, reweighting, modeling, tabulation, variance estimation, mean squared error estimation, and dissemination.
2. Submitted the Coverage Measurement (CM) Sampling BPM and capability requirements for the Sampling operation to the solution architecture team for solution allocation.
3. Baselined the 2020 Census Schedule for CMDE operations.

The Coverage Measurement Field Operations (CMFO) and Matching (CMM) Integrated Project Team (IPT):

1. Baselined the CMFO and CMM 2020 Census schedules.
2. Participated in Joint Application Development (JAD) sessions to confirm solution allocations for requirements.
3. Continued planning the build out of the Clerical Matching operation housed at the National Processing Center (NPC). The build out includes both the hiring of analysts for PES Clerical Matching Operations, and the modification of existing space at NPC to house CMM staff.

Evaluations and Experiments

The Decennial Research Objectives and Methods (DROM) working group discussed plans for the Disclosure Avoidance System for the 2018 End-to-End Census Test and the 2020 Census.

Look Ahead (Next 60 Days)

The Coverage Measurement Design and Estimation (CMDE) Integrated Project Team (IPT) will:

1. Baseline the PES Design and Estimation BPM and capability requirements for Sampling and Estimation.
2. Participate in a JAD session with Systems Engineering and Implementation to finalize 2020 Census Capability and Non-Functional Requirements.
3. Complete draft of the E-Sample Imputation Study plan.
4. Review risks in the CMDE 2020 Census Project Risk Register.
5. Review decisions in the 2020 Census decision inventory.
6. Send PES high-level design requirements for sampling to IPT for review.
7. Baseline the 2020 CMDE Schedule.

Test and Evaluation

Look Ahead (Next 60 Days) cont'd

Coverage Measurement Field Operations (CMFO) and Matching (CMM) Integrated Project Team (IPT) will:

1. Baseline the PES Field Operations and Matching BPMs and capability requirements.
2. Participate in a JAD session with Systems Engineering and Implementation to finalize 2020 Census Capability and Non-Functional Requirements.
3. Review risks in the 2020 CMFO and CMM 2020 Census Project Risk Registers.
4. Document PES high-level design requirements for field data collection and matching operations.
5. Review decisions in the 2020 Census decision inventory.
6. Work with the CMDE IPT to document high-level design requirements.
7. Baseline the 2020 CMM and CMFO Schedules.

Evaluations and Experiments

The DROM working group will review, rank, select, and recommend evaluations and experiments to be conducted during the 2020 Census.

Infrastructure

Description

Four operations support the Infrastructure area of the 2020 Census: Decennial Service Center; Recruiting, Training and Onboarding; Decennial Logistics Management; and Information Technology (IT) Infrastructure. For the description of these operations, please see Appendix A.

Summary of Activities (Last 30 Days)

Decennial Service Center (DSC)

1. Completed integration of the 2020 Census DSC Integrated Master Schedule.
2. Completed first draft of the DSC Detailed Operational Plan and submitted the document to the DSC Integrated Project Team for review.

Decennial Logistics Management (DLM)

1. As of December 31, 2017, eight of the 40 Wave 1 Area Census Offices have signed a lease award/occupancy agreement.
2. Completed construction of the Philadelphia Regional Census Center (RCC). Accepted space on December 1, 2017.
3. Released the 2020 RCC furniture Request for Lease Proposal on December 14, 2017.
4. Signed-off on the 2020 DLM schedule meeting the imposed baseline date.

Recruiting, Training, and Onboarding

1. Finalized the 2020 Census Integrated Master Schedule for the Recruiting, Hiring and Selection, Training, Census Hiring and Employment Check (CHEC), and Contracts and Budget operation.
2. Issued Stop Work Order on selected fingerprinting vendor on December 5, 2017. The stop work order was issued because a vendor that was not awarded the contract, protested the award. That protest was lifted on December 22, 2017. Meetings have resumed with the vendor in preparation for the 2018 End-to-End Census Test.

Look Ahead (Next 60 Days)

Decennial Service Center (DSC)

Release the DSC Detailed Operational Plan in early February 2018.

Recruiting, Training, and Onboarding

1. Hold 2020 Decennial Kickoff Session for Regional Census Center management on February 26 – 27, 2018, in San Antonio, Texas.
2. Award 2020 Office of Personnel Management Area Census Office Management Training Content Development Training contract in support of online training, in early January 2018.

Additional Updates

Census Enterprise Data Collection and Processing (CEDCaP)

Description

The Census Enterprise Data Collection and Processing (CEDCaP) major transformation initiative continues efforts to streamline how the Census Bureau will collect and process data across all its censuses and surveys. In the past, the Census Bureau created and used a new, unique system for every survey and census it conducted. CEDCaP creates an enterprise-wide approach to building data collection capabilities for the 2020 Census while taking into consideration the challenges of data collection and cost of development.

CEDCaP will provide the following capabilities for the 2020 Census: Scanning Data Capture from Paper (iCADE), Internet Data Collection (ECaSE ISR), Operational Control System (ECaSE OCS and MOJO Optimizer/Modeling), Address Listing and Mapping (LiMA) Mobile Data Collection (ECaSE Enum), Adaptive Survey Design (CAES), Survey Response Processing (CaRDS), and Service Oriented Architecture (SOA). The 2020 Census aligns the capability requirements into specific product releases to support specific operations.

In October 2017, the Census Bureau announced the merger of the management of the CEDCaP Program into the 2020 Census Program. Since then, efforts have been underway to integrate program management and technical integration processes with a goal of reducing duplication while still maintaining the visibility into CEDCaP and monitoring the scope, schedule and cost baseline of CEDCaP. This includes planning to merge schedule management, change management and technical integration and the CEDCaP Release Train into 2020 Census processes. The CEDCaP Release Train will also be expanded to include the integration of non-CEDCaP systems delivering for the 2020 Census. The Release Train is a Scaled Agile Framework delivery methodology that allows for short-term incremental delivery of functionality. The CEDCaP Release Train has 40-day increments.

Summary of Activities (Last 30 Days)

Product Release 8 (Delivery of CEDCaP Capabilities for the 2018 End-to-End Census Test)

Delivered CEDCaP Capabilities for Release D Field Enumeration (for Test Readiness Review on December 6, 2017) to the Technical Integrator for 2020 Census program-level integration testing. This included capabilities from the following CEDCaP systems: Enterprise Censuses and Surveys Enabling-Enumeration (ECaSE-Enum), Concurrent Analysis and Estimation System (CAES), ECaSE Field and Survey Operational Control System (OCS), SOA, MOJO and Control and Response Data System (CaRDS).

Product Release 9 – (Delivery of CEDCaP Capabilities for the 2020 Census)

1. Continued efforts to develop the joint 2020 Census and CEDCaP Integrated Master Schedule.
2. Continued efforts to merge the CEDCaP program management and technical integration processes with the 2020 Census processes.

CEDCaP Release Train

Closed out Program Increment 23 and held the planning session for Program Increment 24. At the planning session, the CEDCaP systems and other non-CEDCaP 2020 Census systems planned and integrated their commitments for the next 40 days for support of the 2018 End-to-End Census Test.

Census Enterprise Data Collection and Processing (CEDCaP)

Look Ahead (Next 60 Days)

Product Release 8 (Delivery of CEDCaP Capabilities for the 2018 End-to-End Census Test)

1. Support joint 2020 Census and CEDCaP Program-level integration testing and defect resolution.
2. Support Release C Operational Readiness Review for CEDCaP systems supporting printing and workload on January 29, 2018. This includes CaRDS, ECASE OCS and SOA.
3. Begin production support of Release C operations for printing and workload on February 12, 2018. This includes CaRDS, ECASE OCS and SOA.

Product Release 9 (Delivery of CEDCaP Capabilities for the 2020 Census)

1. Continue effort to develop the joint 2020 Census and CEDCaP Integrated Master Schedule.
2. Continue efforts to merge the CEDCaP program management and technical integration processes with the 2020 Census processes.

CEDCaP Release Train

Close out Program Increment 24 and plan Program Increment 25. At the planning session, the CEDCaP systems and other non-CEDCaP 2020 Census systems will plan and integrate their commitments over the next 40 days for delivery for the support of the 2018 End-to-End Census Test.

Oversight & Stakeholder Engagement

Description

This section describes major activities related to the 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 Census Bureau 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 an operational overview of Update Leave/Update Enumerate (UL/UE) to the Federal-State Cooperative for Population Estimates (FSCPE) on December 6, 2017.
2. Presented an update on the 2020 Census at the Council of Professional Associations on Federal Statistics quarterly meeting on December 8, 2017.
3. Both GAO and OIG audit teams were provided with the detailed basis of estimates documentation that supports the most recent 2020 Census Life Cycle Cost Estimate. Now that this information is available, GAO has re-activated their formal audit of our cost estimation efforts. This audit was requested by the Chair and Acting Ranking Member of House Appropriations Subcommittee on Commerce, Justice, Science, and Related Agencies; the Chair and Vice Chairwoman of the Senate Appropriations Subcommittee on Commerce, Justice, Science, and Related Agencies; and the Chair and Ranking Member of the House Committee on Oversight and Government Reform.
4. GAO currently has four audits in progress related to the 2020 Census:
 - On December 6, 2017, held entrance conference for GAO's new audit about Census Bureau's efforts to address historically hard-to-count populations. The request for this audit came from House Committee on Oversight and Government Reform Ranking Member Elijah Cummings. Questions GAO will study include: 1. Which socio-demographic groups are considered historically hard-to-count and why?, 2. What is the status of the Census Bureau's efforts to enumerate the historically hard-to-count in the 2020 Census?, 3. To what extent is the Bureau's current plans for enumerating the historically hard-to-count in 2020 addressing the nation's changing demographics and key design changes introduced for the 2020 Census; and leveraging earlier lessons learned?
 - Continues to audit the 2020 Census Schedule in response to a request made by Representative Gowdy, Chairman of the House Oversight and Government Reform Committee, and from Senator Johnson, the Chairman of the Senate Homeland Security and Governmental Affairs Committee. Questions being studied include: 1. To what extent has the Census Bureau improved its use of best practices for scheduling key projects? 2. To what extent have key decisions reflected in the Census Bureau's 2020 Census Integrated Master Schedule (IMS) been made on schedule?
 - Continues to audit the Census Bureau's Address Canvassing operations for the 2018 End-to-End Census Test in response to a request made by Representative Gowdy, Chairman of the House Oversight and Government Reform Committee, and from Senator Johnson, the Chairman of the Senate Homeland Security and Governmental Affairs Committee. Questions being studied include: 1. What are the plans for the 2018 address canvassing test, and was the test conducted according to those plans? 2. To

Oversight & Stakeholder Engagement

Summary of Activities (Last 30 Days) cont'd

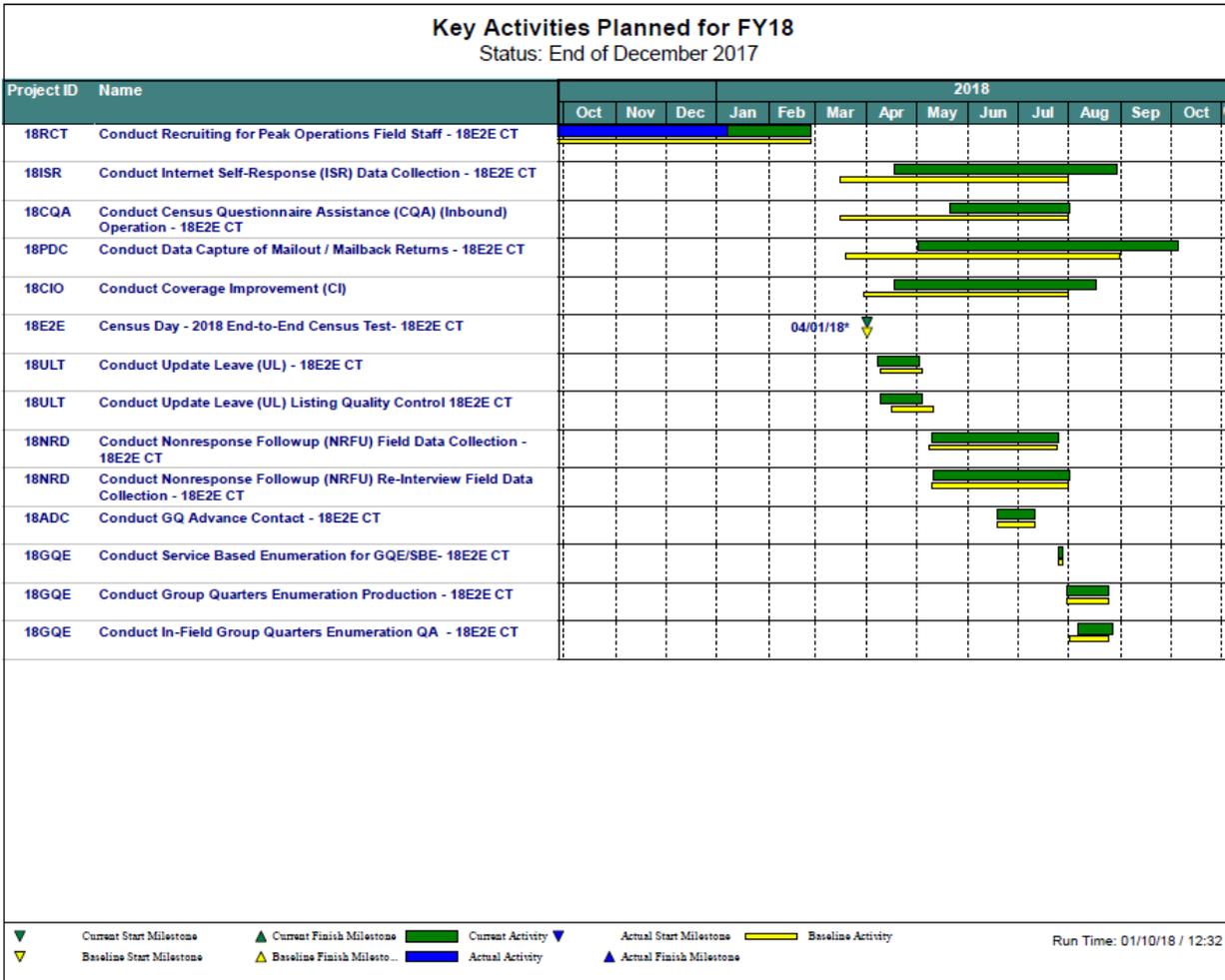
what extent did the technology and operational components perform, and what opportunities were identified that the Census Bureau can build on for the 2020 Census?

- Continues audit (that began over a year ago) of the Census Bureau's readiness for the 2018 End-to-End Census Test in response to a request made by Representative Gowdy, Chairman of the House Oversight and Government Reform Committee, and from Representative Meadows, Chairman of the House Subcommittee on Government Operations. Questions being studied include: 1.To what extent does the Census Bureau have backup plans to ensure the successful implementation of key IT capabilities needed for the 2020 Census? 2.To what extent has the Census Bureau effectively planned and implemented information securing protections in preparation for the 2018 End-to-End Census Test and ultimately the 2020 Census? GAO's latest projection is that they will prepare a draft report in Spring 2018.
5. OIG currently has three audits in progress related to the 2020 Census:
- Continues the Systems Readiness for the 2018 End-to-End Census Test audit to determine if critical systems such as the Enterprise Censuses and Surveys Enabling (ECaSE) – Operational Control System and ECaSE – Internet Self-Response will be ready to test during the 2018 End-to-End Census Test; if the Census Bureau has appropriate contingency plans in place to mitigate the risk of deficiencies in any of the relevant systems; and if there are cost issues that will affect readiness of any of the relevant systems.
 - Conducted exit conference on December 20, 2017, for the audit on Area Census Office (ACO) locations, the decision process for determining the number and location of ACOs for the 2020 Census, and the involvement of the General Services Administration.
 - Continues to audit the Census Bureau's Address Canvassing operations for the 2018 End-to-End Census Test. The audit is focusing on two areas: 1) assessing the performance of address canvassing field operations and 2) determining whether in-office address canvassing correctly identified blocks for in-field address canvassing.
6. OIG provided a draft report on December 19, 2017, titled *2020 Census: The Bureau's Background Check Office Is Not Fully Prepared for the 2020 Census*, as a result of their audit on Census Bureau's internal policies and procedures for conducting background checks on temporary employees and to determine whether the Census Bureau has an effective plan in place to conduct background checks for temporary employees who will be hired during the 2020 Census tests and decennial field operations. The Census Bureau is preparing formal comments on this draft.

Look Ahead (Next 60 Days)

1. Hold Census Bureau quarterly meeting with GAO to discuss open recommendations, priorities and strategies on January 30, 2018.
2. Provide Census Bureau comments on the OIG draft report titled *2020 Census: The Bureau's Background Check Office Is Not Fully Prepared for the 2020 Census* to OIG by January 24, 2018.
3. Anticipate receiving draft report from OIG on the ACO audit, and from GAO on Address Canvassing audit in either January or February 2018.

Program Schedule Metrics Research & Testing



Explanations for Project Start/Finish Delays

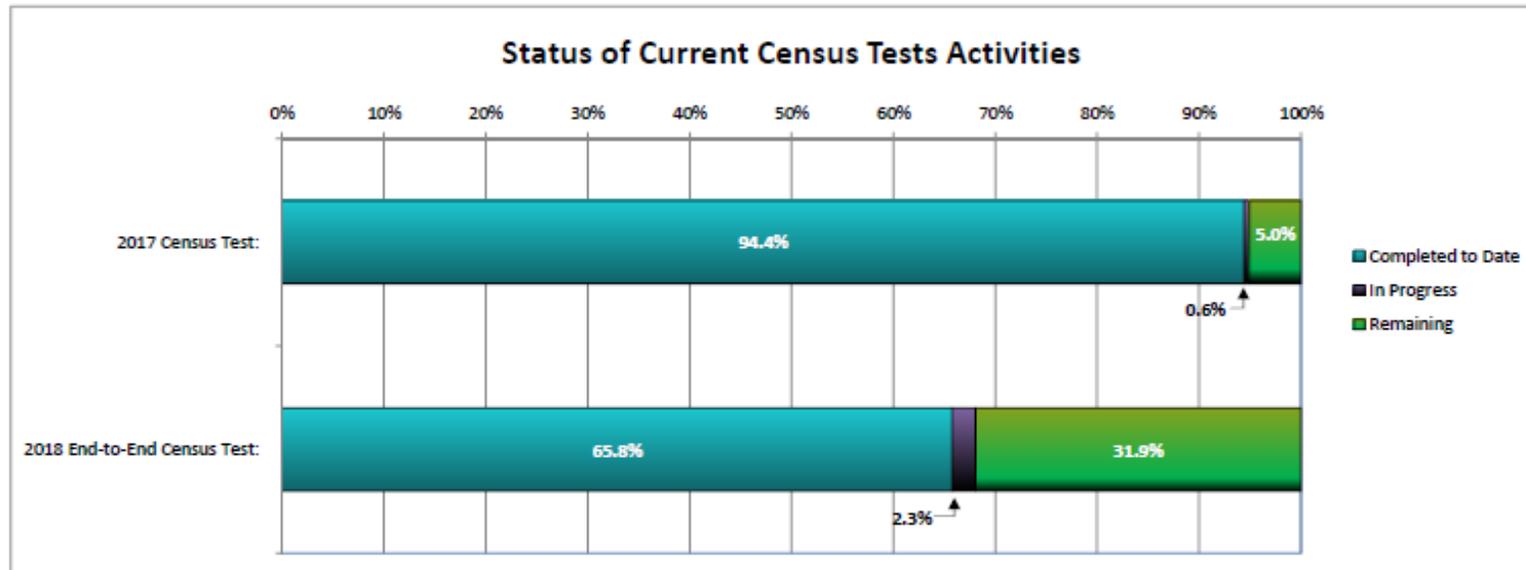
Activity 18ISR-12170: "Conduct Internet Self-Response (ISR) Data Collection - 18E2E CT"
 Reason for Delay: Activity shows variance due to a delay in 18PPM activities. 18PPM is experiencing issues with Census IT Security (OIS). This has been elevated; mitigation currently being discussed.

Activity 18PDC-10120: "Conduct Data Capture of Mailout /Mailback Returns- 18E2E CT"
 Reason for Delay: CR forthcoming to adjust logic. Activity will occur simultaneously with Forms Printing and Distribution (FPD) mailouts. Start to be March 19, 2018 and finish, August 31, 2018. Achieved by using resources already on site if predecessors not realized.

Activity 18CIO-12500: "Conduct Coverage Improvement (CI)"
 Reason for Delay: CR P-0436.

Program Schedule Metrics Research & Testing

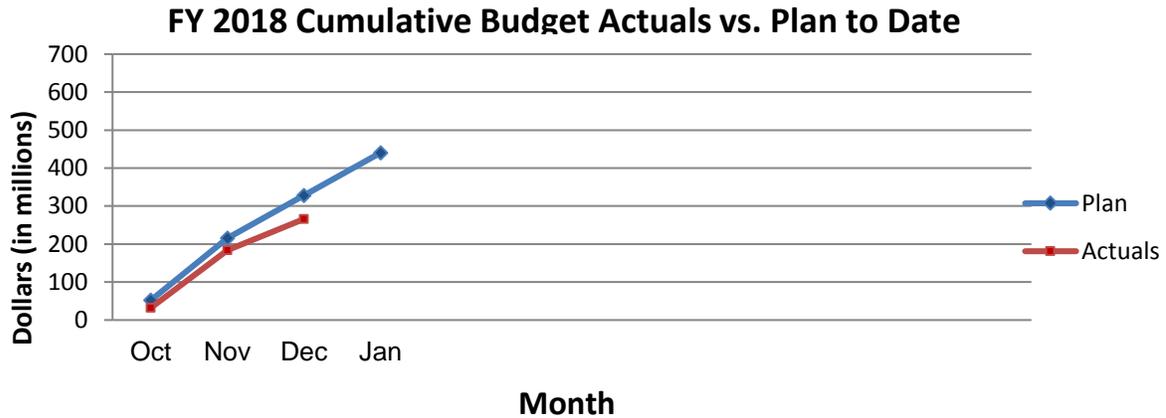
Status of Census Tests through December 31, 2017



	Total Activities	Completed to Date	In Progress	Remaining
2017 Census Test:	1648	1556	9	83
2018 End-to-End Census Test:	6438	4234	149	2055

Processed on: 1-10-2018

Program Budget/Costs as of December 31, 2017



Note: The total program plan is only for 3 months. At this time, the program is operating under a Continuing Resolution (CR) and exercising the anomaly provision provided in Section 118 of PL 115-56.

	December Cum Plan	December Cum Actuals	December Cum Variance	% Variance
GRAND TOTAL	\$327,999,883	\$265,904,882	\$62,095,001	18.9%

At the conclusion of December, the \$62.1M variance in the 2020 Census program consisted of \$11.0M lower than expected costs in salaries and \$51.1M lower than expected costs in other objects. The salary variance is due to vacancies not being filled as quickly as originally planned. The other objects variance, as detailed in the framework breakout below, is due to unanticipated delays in contract awards, as well as funding not being expended as quickly as scheduled for travel, training, supplies, printing, and materials. Of the \$265.9M in actual expenditures, \$47.1M was in commitments as of the end of December and in the process of obligation.

R1 Program Management	\$39,626,179	\$34,485,554	\$5,140,625	13.0%
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The variance in this area consists of \$1.1M lower than expected costs in salaries and \$4.0M lower than expected costs in other objects. The salary variance is due to vacancies not being filled as quickly as originally anticipated. The other objects variance is due to a program management support contract that was planned during Quarter 1, but now expected to be awarded early in Quarter 2. This delay in commitment contributed to \$6.5M of the other objects variance, while a schedule management contract for \$2.5M supporting the 2018 End-to-End Census Test was approved for an early commitment in Quarter 1, thus lowering the overall variance. Of the \$34.5M in actuals in Framework 1, \$9.2M was in commitments as of the end of December and in the process of obligation.

R2 Census/Survey Engineering	\$95,861,564	\$90,137,061	\$5,724,503	6.0%
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The variance in this area consists of \$0.5M lower than expected costs in salaries and \$5.2M lower than expected costs in other objects. The salary variance is due to vacancies not being filled as quickly as originally anticipated. The other objects variance is primarily due to a critical IT contract providing day-to-day support for the IT programs that was planned in the month of December, however due to a delay in the contract award, was not committed as originally anticipated. The contract is expected to now award in Quarter 2. Of the \$90.1M in actuals in Framework 2, \$13.6M was in commitments as of the end of December and in the process of obligation.

R3 Frame	\$22,449,130	\$15,221,765	\$7,227,365	32.2%
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The variance in this area consists of \$3.6M lower than expected costs in salaries and \$3.6M lower than expected costs in other objects. The salary variance is due to vacancies not being filled as quickly as originally anticipated. The other objects variance is for shipping, printing, and supplies for the Boundary Annexation Survey (BAS) and Local Update of Census Addresses (LUCA) programs that were not expended as quickly as originally planned in Quarter 1. Of the \$15.2M in actuals in Framework 3, \$3.7M was in commitments as of the end of December and in the process of obligation.

R4 Response Data	\$86,219,151	\$76,865,840	\$9,353,311	10.8%
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The variance in this area consists of \$2.0M lower than expected costs in salaries and \$7.3M lower than expected costs in other objects. The salary variance is due to vacancies not being filled as quickly as originally anticipated. The other objects variance is for supplies for the Nonresponse Follow-Up (NRFU) program that were not expended as quickly as originally planned in Quarter 1 and for funding of a geospatial replacement contract originally planned for November that is now anticipating a January award. Of the \$76.9M in actuals in Framework 4, \$13.8M was in commitments as of the end of December and in the process of obligation.

R5 Published Data	\$3,616,580	\$3,349,051	\$267,529	7.4%
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The variance in this area consists of \$0.5M lower than expected costs in salaries and \$0.3M higher than expected costs in other objects. The salary variance is due to vacancies not being filled as quickly as originally anticipated. The other objects variance is a result of the approval of a critical unfunded need to provide mapping support work in December. Of the \$3.3M in actuals in Framework 5, \$493K was in commitments as of the end of December and in the process of obligation.

R6 Test and Evaluation	\$22,579,903	\$10,981,734	\$11,598,169	51.4%
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The variance in this area consists of \$1.1M lower than expected costs in salaries and \$10.5M lower than expected costs in other objects. The salary variance is due to vacancies not being filled as quickly as originally anticipated. The other objects variance is for postage, shipping, printing, and travel to support the Test Planning, Project Management, and Support project that was not expended as quickly as originally anticipated in Quarter 1. In addition, funding that was planned in Quarter 1 for the Census Coverage Measurement (CCM) contract was reduced and redirected to fund other mission critical unfunded needs, including salaries. Of the \$5.6M in actuals in Framework 6, \$44K was in commitments as of the end of December and in the process of obligation.

R7 Infrastructure	\$57,647,376	\$34,863,877	\$22,783,499	39.5%
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The variance in this area consists of \$2.0M lower than expected costs in salaries and \$20.8M lower than expected costs in other objects. The salary variance is due to vacancies not being filled as quickly as originally anticipated. The other objects variance is for travel, training, printing, and supply orders that were not expended as quickly as originally anticipated during Quarter 1. In addition, funding that was planned in November and December for the rental space buildout at NPC was not expended due to a delay in obligation. The funding is now anticipated to be committed in January. Of the \$34.9M in actuals in Framework 7, \$5.9M was in commitments as of the end of December and in the process of obligation.

Notes:

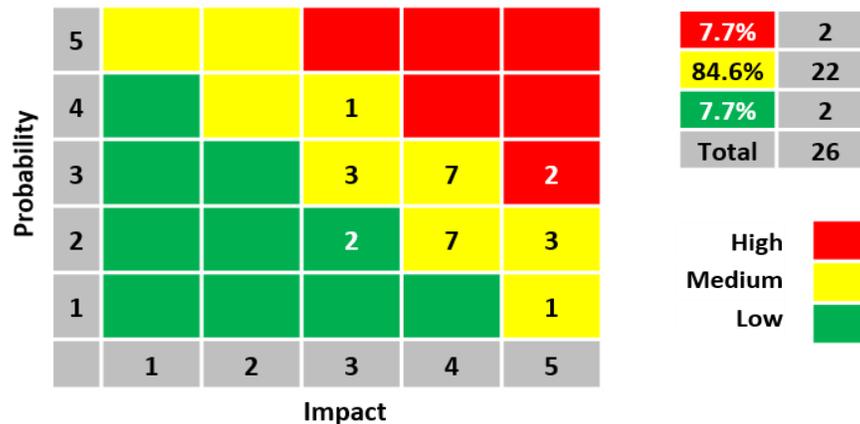
1) Explanations are required for frameworks with variances that are equal to or greater than +/- 5% OR greater than +/- \$50k.

Program-Level Life Cycle Risks

	Risk ID	Name	Level	Prior Level	Trend	Prob	Imp
1	LC-039	Public Perception of Ability to Safeguard Response Data	H	H	↔	3	5
2	LC-041	Cybersecurity Incidents	H	H	↔	3	5
3	LC-045	Major Disasters	M	M	↔	4	3
4	LC-010	Enterprise IT Solutions	M	M	↔	3	4
5	LC-033	Administrative Records and Third-Party Data - External Factors	M	M	↔	3	4
6	LC-036	Operations and Systems Integration	M	M	↔	3	4
7	LC-038	Testing of Field Operations Quality Control Procedures	M	M	↔	3	4
8	LC-042	Late Operational Design Changes	M	M	↔	3	4
9	LC-046	Insufficient Levels of Staff with Subject Matter Skillsets	M	M	↔	3	4
10	LC-050	2020 Census Contract Support	M	M	↔	3	4
11	LC-043	Cloud Implementation	M	M	↔	3	3
12	LC-044	Systems Scalability	M	M	↔	3	3
13	LC-047	Demand Model Accuracy	M	M	↔	3	3
14	LC-028	Internet Data Collection	M	M	↔	2	5
15	LC-034	Administrative Records and Third-Party Data - Access and Constraints	M	M	↔	2	5
16	LC-040	Funding Requests Not Realized	M	M	↔	2	5
17	LC-001	Cost Model Projections	M	M	↔	2	4
18	LC-012	External Support	M	M	↔	2	4
19	LC-021	Schedule Impacts	M	M	↔	2	4
20	LC-022	Technological Innovations Surfacing After Design is Finalized	M	M	↔	2	4
21	LC-027	IT Security Controls	M	M	↔	2	4
22	LC-048	Delays in Hiring Process for Temporary Field Staff	M	M	↔	2	4
23	LC-049	Automated Design Elements Switching to Paper	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

Risk Trend
↑
Improving
↔
No Change
↓
Worsening

Program-Level Life Cycle Risks



The following changes were made since the November Monthly Status Report (MSR):

1. There were no changes to the program risks since the last MSR.
2. The program issue titled “Increased Field Workload for the Address Canvassing Operation” (created from LC-032_Reengineering Address Canvassing Operation) remained open.

Description: For the 2010 Census, a near-100 percent Address Canvassing operation in the field was used to update and validate a complete and accurate inventory of addresses, which forms the basis for the census enumeration. For the 2020 Census, a variety of “in-office” techniques are used to update and validate the completeness of the address inventory. These “in-office” techniques were expected to reduce the areas requiring field work while achieving an equal or greater quality result, thereby reducing costs and improving quality for the overall 2020 Census Program. The established threshold of addresses for update and validation through “in-office” techniques is 70 percent, with a plan to send about 30 percent of addresses for field canvassing, as cited in the 2020 Census Operational Plan and the Detailed Operational Plan for Address Canvassing. Due to significant issues with productivity and quality control, two major components of the reengineered Address Canvassing operation, known as Active Block Resolution (ABR) and the Master Address File Coverage Study (MAFCS) were discontinued in 2017. Active Block Resolution (ABR) uses a variety of sources to perform Master Address File (MAF) updates in areas of change identified by the Interactive Review (IR) process and provides high-quality frame information to the Address Canvassing Operation. The MAF Coverage Study (MAFCS) was designed to 1) update the MAF on a continuous basis by field listing 20,000 blocks each year; 2) provide estimates of MAF coverage on a national and subnational basis; and 3) validate the In-Office Address Canvassing methodology.

Impact: The discontinuation of the ABR and MAFCS projects will result in an increased universe for field canvassing for 2020 Address Canvassing. The exact increase is unknown, but the expected threshold is 30 percent. This change will result in cost increases and increased potential for schedule adjustments associated with the additional field listing. In-Field Address Canvassing will need to scale up its listing operations by January 1, 2019 when field offices are scheduled to open. This change also has the potential to affect quality control (QC) work, as the scale and nature of sampling are likely to be affected. The discontinuation of these two projects will make it difficult to meet the objectives of the

reengineered Address Canvassing operation and is likely to impact customer expectations and public trust of the Census Bureau.

3. The program issued titled "Delays in Provisioning Infrastructure for the 2018 E2E CT" remained open.

Description: Contract award is dependent on the completion of the Supply Chain Risk Assessment (SCRA). SCRA's are not being approved in a timely manner by the Department of Commerce, resulting in additional procurement time. This has led to infrastructure, components, etc. being rejected, resulting in shortened test times for the System of Systems in the 2018 End-to-End Census Test (2018 E2E CT). This has also resulted in a delay to provisioning infrastructure for Release C.

Impact: This situation impacts the Release Management schedule in addition to shortening the development and testing timeframes.

4. The program issued titled "dDaaS Stop Work Order" was closed because the suspension was lifted on November 9, 2017.

Description: The decennial Device as a Service (dDaaS) contract was awarded on June 29, 2017 to CDW-G. On June 30, 2017, a protest was filed. The Government Accountability Office (GAO) issued a "stay" to stop performance on the contract. The "stay" meant the Census Bureau could not proceed in receiving work and services from CDW-G. Ron Jarmin, Performing the Non-Exclusive Functions and Duties of the Census Bureau Director, overrode this stay and work was resumed. The United States Federal Claims Court overruled the Census Bureau's resumption of work on August 11, 2017. On August 14, 2017, the Census Bureau contracting officer issued a new stop work order that will remain in effect until GAO resolves the protest.

Impact: dDaaS via CDW-G is in a "stop work" status. No work may be performed via the CDW-G contract until GAO issues their recommendation. The Census Bureau has initiated a contingency plan where devices and services are borrowed or acquired so work can continue on the 2018 End-to-End Census Test. Smartphones were scheduled to be provided for the Census Field Supervisors (CFSs), Recruiting Assistants (RAs) out of Providence, Rhode Island, and of course the Enterprise Censuses and Surveys Enabling (ECaSE) software developers, testers and trainers. Further, dDaaS was scheduled to provide all mobile devices and services for the remainder of the 2018 End-to-End Census Test operations and through 2020.

5. The program issue titled "Technical Integrator Contract Protest" remained opened.

Description: The purpose of the Technical Integrator (TI) contract is to ensure that the 2020 Census System of Systems (SoS) integrates, scales, performs, is secure, and meets the 2020 Census Business Objectives. The TI will support the 2020 Census Program to provide architecture and engineering expertise to define, guide and execute the integration of the 2020 Census technical solution. The contract was awarded on August 26, 2016. The contract was protested shortly after it was awarded, but the Census Bureau was granted permission to continue working with the company initially awarded the contract until the protest is resolved. Another company may be awarded the contract as a result of the resolution of the protest, which is still ongoing.

Impact: The work currently being conducted by the company initially awarded the TI contract could be rendered useless if another company is awarded the contract because of the protest resolution. Critical components of the SoS may be negatively impacted if work already completed has to be started over, leading to schedule delays and additional costs.

6. The program issued titled “Delay in FY18 Operational Planning Activities” remained opened. Description: Activities related to system development are the priority for Fiscal Year (FY) 2018. Until final 2018 appropriations levels are determined, operational planning activities will be prioritized second to systems development.

Impact: Operational planning activities (e.g., requirements gathering, document writing, business continuity planning) could be delayed until FY 2019, which would affect the following operations:

- Integrated Partnerships and Communications
- Program Management
- Content and Forms Design
- Language Services
- Paper Data Capture
- Field Infrastructure

Delaying the activities means the timeframe available for development, testing, and integration will be shortened and may lead to activities being canceled.

7. The program issue titled “Limited NRFU QC Functionality” was opened.

Description: The Sampling, Matching, Review, and Coding System (SMaRCS) will provide an automation-assisted method for managing quality control (QC) sampling and facilitating the QC of listing and interview operations for Nonresponse Followup (NRFU). As of November 2017, application development is behind schedule due to a shortage of resources and is projected to start in February/March 2018, with the majority of the functionality developed by March 15, 2018. This late development will result in limited testing of the SMaRCS system to support the QC component of NRFU for the 2018 End-to-End Census Test (2018 E2E CT).

Impact: The late projected development of SMaRCS functionality for the 2018 E2E CT will only allow for limited testing prior to the Test. In addition, a large portion of the NRFU Re-interview (RI) project will remain untested prior to the 2020 Census. This reduced testing and functionality in 2018 will result in additional risks to the 2020 Census Program related to the use of the following functionalities after limited or no testing: (1) analytic sampling of RI cases, (2) supplemental sampling, (3) rework sampling, (4) clerical matching/case resolution, and (5) development of a training database for SMaRCS application users. Additionally, we will have limited opportunities to test the analytic sampling parameters, increasing the risk of oversampling or undersampling during the 2020 NRFU RI program.

SMaRCS is dependent on ECaSE to provide data and this will result in partial scope delivery for Release D TRR2 on December 6, 2017. If testing is minimal and SMaRCS has a system failure during the 2018 E2E CT, it will directly affect functionality for ECaSE-ENUM.

Appendix

Appendix A: 2020 Census Operations and Purpose

Operations	Purpose
Census/Survey Engineering	
Systems Engineering and Integration	The Systems Engineering and Integration operation (SEI) is an IT operation that manages the delivery of a system of systems that meets 2020 Census Program business and capability requirements.
Security, Privacy, and Confidentiality	The Security, Privacy, and Confidentiality (SPC) operation ensures that all operations and systems used in the 2020 Census adhere to laws, policies, and regulations that: <ul style="list-style-type: none"> • Ensure appropriate systems and data security. • Protect respondent and employee privacy and confidentiality.
Content and Forms Design	The Content and Forms Design (CFD) operation performs the following activities: <ul style="list-style-type: none"> • Identify and finalize content and design of questionnaires and associated nonquestionnaire materials such as letters, postcards, inserts, envelopes, and field enumeration materials. • Ensure consistency across data collection modes and operations, including (but not limited to) questionnaire content, help text, mailing materials, and field enumeration materials. • Provide the optimal design and content of the questionnaires to encourage high response rates.
Language Services	The Language Services (LNG) operation performs the following activities: <ul style="list-style-type: none"> • Assess and support language needs of non-English speaking populations. • Determine the number of non-English languages and level of support for the 2020 Census. • Optimize the non-English content of questionnaires and associated nonquestionnaire materials across data collection modes and operations. • Ensure cultural relevancy and meaningful translation of 2020 Census questionnaires and associated nonquestionnaire materials.
Frame	
Geographic Programs	The Geographic Programs (GEOP) operation provides the geographic foundation in support of the 2020 Census data collection and tabulation activities within the Master Address File/Topologically Integrated Geographic Encoding and Referencing (MAF/TIGER) System. The MAF/TIGER System (software applications and databases) serves as the national repository for all of the spatial, geographic, and residential address data needed for census and survey data collection, data tabulation, data dissemination, geocoding services, and map production. Components of this operation include: <ul style="list-style-type: none"> • Geographic Delineations. • Geographic Partnership Programs. • Geographic Data Processing.
Local Update of Census Addresses	The Local Update of Census Addresses (LUCA) operation provides an opportunity for tribal, federal, state, and local governments to review and improve the address lists and maps used to conduct the 2020 Census. This operation is required by the Census Address List Improvement Act of 1994 (Public Law (P.L.) 103-430).
Address Canvassing	The Address Canvassing (ADC) operation serves two purposes: <ul style="list-style-type: none"> • Deliver a complete and accurate address list and spatial database for enumeration. • Determine the type and address characteristics for each living quarter.

Operations	Purpose
Response Data	
Forms Printing and Distribution	<p>The Forms Printing and Distribution (FPD) operation prints and distributes the following paper forms to support the 2020 Census mailing strategy and enumeration of the population:</p> <ul style="list-style-type: none"> • Internet invitation letters. • Reminder cards or letters or both. • Questionnaire mailing packages. • Materials for other special operations, as required. <p><i>Other materials required to support field operations are handled in the Decennial Logistics Management or Field Infrastructure operations.</i></p>
Paper Data Capture	<p>The Paper Data Capture (PDC) operation captures and converts data from 2020 Census paper questionnaires. This operation includes:</p> <ul style="list-style-type: none"> • Mail receipt. • Document preparation. • Scanning. • Optical Character Recognition. • Optical Mark Recognition. • Key From Image. • Checkout. • Form Destruction.
Integrated Partnership and Communications	<p>The Integrated Partnership and Communications (IPC) operation communicates the importance of participating in the 2020 Census to the entire population of the 50 states, the District of Columbia, and Puerto Rico to:</p> <ul style="list-style-type: none"> • Support Field recruitment efforts for a diverse, qualified Census workforce. • Engage and motivate people to self-respond, preferably through the Internet. • Raise and keep awareness high throughout the entire 2020 Census to encourage response. • Effectively support dissemination of Census data to stakeholders and the public.
Internet Self-Response	<p>The Internet Self-Response (ISR) operation performs the following functions:</p> <ul style="list-style-type: none"> • Maximize online response to the 2020 Census via contact strategies and improved access for respondents. • Collect response data via the Internet to reduce paper and NRFU.
Non-ID Processing	<p>The Non-ID Processing (NID) operation is focused on making it easy for people to respond anytime, anywhere to increase self-response rates. The operation accomplishes this by:</p> <ul style="list-style-type: none"> • Providing response options that do not require a unique Census ID. • Maximizing real-time matching of non-ID respondent addresses to the census living quarters address inventory. • Accurately assigning nonmatching addresses to census blocks. • Conducting validation of all non-ID responses.
Update Enumerate	<p>The Update Enumerate (UE) operation is designated to occur in areas where the initial visit requires enumerating while updating the address frame. The majority of the operation will occur in remote geographic areas that have unique challenges associated with accessibility. This operation includes both the UE TEA and the Remote Alaska TEA. In the UE operation, field staff update the address and feature data and enumerate respondents in person. The primary functions of UE include:</p> <ul style="list-style-type: none"> • Verifying and updating the address list and feature data. • Determining the type and address characteristics for each living quarter. • Enumerating respondents at housing units within the UE geographic areas. In the Remote Alaska TEA, people in housing units or group quarters and people at transitory locations will be enumerated.

Operations	Purpose
Group Quarters	<p>The 2020 Census Group Quarters (GQ) Operation will:</p> <ul style="list-style-type: none"> • Enumerate people living or staying in group quarters. • Provide an opportunity for people experiencing homelessness and receiving service at a service-based location, such as a soup kitchen, to be counted in the Census.
Enumeration at Transitory Locations	<p>The Enumeration at Transitory Locations (ETL) operation enumerates individuals in occupied units at transitory locations who do not have a Usual Home Elsewhere. Transitory locations include recreational vehicle parks, campgrounds, racetracks, circuses, carnivals, marinas, hotels, and motels.</p>
Census Questionnaire Assistance	<p>The Census Questionnaire Assistance (CQA) operation has three primary functions:</p> <ul style="list-style-type: none"> • Provide questionnaire assistance for respondents by answering questions about specific items on the census form or other frequently asked questions about the census; <ul style="list-style-type: none"> ▪ Tier 1: Provide telephone assistance via an automated menu (Interactive Voice Response, or IVR). ▪ Tier 2: Provide real-time assistance by CQA agents by telephone or web chat. • Provide an option for respondents to complete a Census interview over the telephone. • Provide outbound calling in support of NRFU Reinterview and Coverage Improvement.
Nonresponse Followup	<p>The Nonresponse Followup (NRFU) Operation serves two primary purposes:</p> <ul style="list-style-type: none"> • Determines or resolves housing unit status for addresses included in the NRFU workload. • Enumerates households that are determined to have a housing unit status of occupied.
Response Processing	<p>The Response Processing Operation (RPO) supports the three major components of the 2020 Census: pre-data collection activities, data collection activities, and post-data collection activities.</p> <p>Specifically, the operation supports the following:</p> <ul style="list-style-type: none"> • Create and distribute the initial 2020 Census enumeration universe of living quarters. • Assign the specific enumeration strategy for each living quarter based on case status and associated paradata. • Create and distribute workload files required for enumeration operations. • Track case enumeration status. • Run post-data collection processing actions in preparation for producing the final 2020 Census results. • Check for fraudulent returns.
Federally Affiliated Count Overseas	<p>The Federally Affiliated Count Overseas (FACO) operation obtains counts by home state of U.S. military and federal civilian employees stationed or deployed overseas and their dependents living with them.</p>
Update Leave	<p>The Update Leave (UL) Operation is designed to occur in areas where the majority of housing units do not have either mail delivered to the physical location of the housing unit, or the mail delivery information for the housing unit cannot be verified. The purpose of the operation is to update the address and feature data for the area assigned and to leave a choice questionnaire package at every housing unit identified to allow the household to self-respond. Occupants will be offered three different ways to complete the questionnaire including internet, phone, or by mailing back a completed paper questionnaire.</p> <p>The primary functions of UL include:</p> <ul style="list-style-type: none"> • Verifying and updating the address list and feature data. • Determining the type and address characteristics for each living quarter. • Leaving a questionnaire package at every housing unit for the household to respond to the census.

Operations	Purpose
Publish Data	
Data Products and Dissemination	<p>The Data Products and Dissemination (DPD) operation performs three primary functions:</p> <ul style="list-style-type: none"> • Prepare and deliver the 2020 Census apportionment data for the President of the United States to provide to Congress by December 31, 2020. • Tabulate 2020 Census data products for use by the states for redistricting. • Tabulate and disseminate 2020 Census data for use by the public.
Redistricting Data Program	<p>The purpose of the Redistricting Data Program (RDP) is to provide to each state the legally required P.L. 94-171 redistricting data tabulations by the mandated deadline of 1 year from Census Day: April 1, 2021.</p>
Count Review	<p>The Count Review (CRO) operation enhances the accuracy of the 2020 Census through remediating potential gaps in coverage by:</p> <ul style="list-style-type: none"> • Implementing an efficient and equitable process to identify missing housing units. • Identifying and correcting missing or geographically misallocated large group quarters and their population. • Positioning remaining count issues for a smooth transition to the CQR operation.
Count Question Resolution	<p>The Count Question Resolution (CQR) operation provides a mechanism for governmental units to challenge their official 2020 Census results.</p>
Archiving	<p>The Archiving (ARC) operation performs the following functions:</p> <ul style="list-style-type: none"> • Coordinates storage of the materials and data and provides records deemed permanent, including files containing the individual responses to the 2020 Census, to National Archives and Records Administration (NARA). • Provides similar files to the NPC to use as source materials to conduct the Age Search Service.
Other Censuses	
Island Areas Censuses	<p>The purpose of the Island Areas Censuses (IAC) operation is to enumerate all residents of American Samoa, the Commonwealth of the Northern Mariana Islands, Guam, and the U.S. Virgin Islands; process and tabulate the collected data; and disseminate data products to the public.</p>
Test and Evaluation	
Coverage Measurement Design and Estimation	<p>The Coverage Measurement Design and Estimation (CMDE) operation develops the survey design and sample for the postenumeration survey for the 2020 Census. It also produces estimates of census coverage based on the postenumeration survey.</p>
Coverage Measurement Matching	<p>The Coverage Measurement Matching (CMM) operation identifies matches and nonmatches and discrepancies between the 2020 Census and the postenumeration survey, for both housing units and people in the sample areas. Both computer and clerical components of matching are conducted.</p>
Coverage Measurement Field Operations	<p>The Coverage Measurement Field Operations (CMFO) collects person and housing unit information (independent from 2020 Census operations) for the sample of postenumeration survey housing units. The postenumeration survey collects the same data as the 2020 Census for both housing units and persons. Additional information is collected by the postenumeration survey to help the Census Bureau understand census coverage and to detect erroneous enumerations.</p>

Operations	Purpose
Evaluations and Experiments	<p>The Evaluations and Experiments (EAE) operation documents how well the 2020 Census was conducted; evaluations analyze, interpret, and synthesize the effectiveness of census components and their impact on data quality or coverage or both. Experiments identify potential designs of early 2030 Census life-cycle research and testing; experiments are quantitative or qualitative studies that must occur during a decennial census in order to have meaningful results to inform planning of future decennial censuses. In general, experiments involve response comparisons between tests, new or modified methods, or procedures against 2020 Census production methods or procedures.</p> <p>The EAE operation performs the following functions:</p> <ul style="list-style-type: none"> • Measures success of critical 2020 Census operations and processes. • Formulates a 2020 Census experimental program that will further refine 2030 Census operational design options. • Captures and manages knowledge stemming from decennial research recommendations. • Contributes to the formulation of the 2030 Census Research and Testing phase objectives. • Develops a transition plan and appropriate organizational structures to establish 2030 Census life cycle planning. • Initiates other early planning activities for the 2030 Census, including the monitoring of policy concerns and technological, societal, and public cooperation trends. • Produces an independent assessment of population and housing unit coverage.
Infrastructure	
Decennial Service Center	<p>The Decennial Service Center (DSC) will support 2020 Census field operations for decennial staff.</p>
Field Infrastructure	<p>The Field Infrastructure (FLDI) operation performs the following functions:</p> <ul style="list-style-type: none"> • Provides the administrative infrastructure for data collection covering the 50 states, the District of Columbia, and Puerto Rico including: <ul style="list-style-type: none"> • Recruiting. • Hiring and onboarding. • Personnel and payroll administration. • Training. • Partnership support. • Management and supervision. • Clerical support.
Decennial Logistics Management	<p>The Decennial Logistics Management (DLM) Operation performs the following functions:</p> <ul style="list-style-type: none"> • Coordinates space acquisition for and lease management of the RCCs, ACOs, and the Puerto Rico Area Office (PRAO) in collaboration with FLD and the General Services Administration. • Provides logistics management support services (e.g., kit assembly, supplies to field staff) in collaboration with FLD and NPC.
IT Infrastructure	<p>The purpose of the IT Infrastructure (ITIN) operation is to provide the IT-related infrastructure support to the 2020 Census, including:</p> <ul style="list-style-type: none"> • Enterprise systems and applications. • Decennial-specific systems, applications, and interfaces. • Field IT infrastructure (RCC, field office, and paper data capture center). • Mobile computing. • Cloud computing.

Operations	Purpose
Program Management	
Program Management	The Program Management (PM) operation defines and implements program management policies, processes, and the control functions for planning and implementing the 2020 Census in order to ensure an efficient and well-managed program.

Appendix B: Detailed Operational Plan Release Schedule

	Detailed Operational Plan - document date December 13, 2017	Release Dates via Operational Plan v1.0	Revised release date v2.0	Revised release date v3.0	Revised schedule as of November 2017
1	(8) Address Canvassing - (ADC)	Sept 2015		Dec 2017	Dec 2017
2	(7) Local Update of Census Addresses (LUCA)	Sept 2016	Sept 2016		Sept 2018
3	(4) Content and Forms Design (CFD)				
4	(5) Language Services (LNG)				
5	(12) Internet Self-Response (ISR)		Dec 2016	June 2017	June 2017
6	(13) Non-ID Processing (NID)		Sept 2016	March 2018	March 2018
7	(10) Paper Data Capture (PDC)		Dec 2016	March 2017	Dec 2018
8	(22) Redistricting Data Program (RDP)			March 2018	March 2018
9	(11) Integrated Partnership and Communications (IPC)		Sept 2016	Dec 2018	Dec 2018
10	(17) Census Questionnaire Assistance (CQA)			Dec 2017	Dec 2017
11	(19) Response Processing (RPO)		Mar 2017	June 2018	June 2018
12	(6) Geographic Programs Operation (GEOP) — Geographic Delineations Component (GEOP/GD)		No date released in 2020 Ops Plan	Sept 2016	
13	(6) Geographic Programs Operation (GEOP) — Geographic Partnerships Component (GEOP/GP)				
14	(6) Geographic Programs Operation (GEOP) — Geographic Data Processing Component (GEOP/GDP)				
15	(34) IT Infrastructure (ITIN)		Mar 2017	April 2017	April 2017
16	(3) Security, Privacy, and Confidentiality (SPC)		Dec 2016	June 2017	June 2017
17	(18) Nonresponse Followup (NRFU)		Mar 2017		
18	(9) Forms Printing and Distribution (FPD)				
19	(35) Update Leave (UL)			Sept 2017	Sept 2017
20	(14) Update Enumerate (UE)	Sept 2017	Mar 2017	Dec 2017	Dec 2017
21	(15) Group Quarters (GQ)	Sept 2017	Jun 2017	Sept 2017	Sept 2017
22	(32) Field Infrastructure (FLDI)	Sept 2016			
23	(33) Decennial Logistics Management (DLM)			Dec 2017	Dec 2017
24	(31) Decennial Service Center (DSC)	Jan 2017			
25	(21) Data Products and Dissemination (DPD)	No date		Oct 2017	Oct 2017
26	(30) Evaluations and Experiments (EAE)		Sept 2018		Dec 2018
27	(27) Coverage Measurement Design & Estimation (CMDE)	No date	Sept 2017	Sept 2018	March 2019
28	(28) Coverage Measurement Matching (CMM)	No date			
29	(29) Coverage Measurement Field Operations (CMFO)	No date			
30	(20) Federally Affiliated Count Overseas (FACO)		Sept 2018		Dec 2018
31	(16) Enumeration at Transitory Locations (ETL)		Sept 2018		Sept 2018
32	(25) Archiving (ARC)	Sept 2018	Sept 2017	Sept 2018	Sept 2018
33	(23) Count Review (CRO)		Sept 2018		March 2019
34	(26) Island Areas Censuses (IAC)		Sept 2018		Sept 2018
35	(24) Count Question Resolution (CQR)		Sept 2018		March 2019
36	(1) Program Management (PM)				
37	(2) Systems Engineering & Integration (SEI)				

	FY 16 release
	FY 17 release
	FY 17 release (delayed)
	FY 18 release
	FY 18 re-release
	FY 19 re-release
	FY 19 release

Appendix C: Descriptions of Tests That Have Already Taken Place

Address Canvassing Test

The Address Canvassing Test conducted in 2016 focused on the following: (1) measuring the effectiveness of In-Office Address Canvassing through In-Field Address Canvassing; (2) measuring the effectiveness of In-Field Address Canvassing; and (3) understanding the implications of moving from Assignment Area (a grouping of blocks) to Basic Collection Unit (BCU), which encompasses the characteristics of both collection blocks and assignment areas.

The Address Canvassing Test included In-Office Address Canvassing and In-Field Address Canvassing. The In-Office Address Canvassing included the Interactive Review and Active Block Resolution activities. The In-Field Address Canvassing activity is full block listing of all living quarters. Both In-Office Address Canvassing and In-Field Address Canvassing are based on the same input data (i.e., Master Address File (MAF) and Topologically Integrated Geographic Encoding and Referencing (TIGER)) and will be completed in time to compare the results from both activities with each other.

This Test occurred in two sites, Buncombe County, North Carolina, and St. Louis, Missouri. The sites include a variety of living quarters and address types (i.e., city-style addresses, non-city-style addresses, and location descriptions). Census field representatives were hired to conduct In-Field Address Canvassing. All management and oversight activities occurred out of the regional offices.

2016 Census Test

The 2016 Census Test was an operational study of both self-response and nonresponse follow-up procedures. The self-response objectives included 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 (RTNP) methods.

The nonresponse follow-up objectives included 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 included the use of a Census Bureau server-based infrastructure¹ 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 utilized Census Enterprise Data Collection and Processing (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 began in March 2016 and continued through June 2016 in Los Angeles County, California, and Harris County, Texas.

Appendix D: Acronyms

3PV	Third-Party Vendor
ABR	Active Block Resolution
ACA	Affordable Care Act
ACO	Area Census Offices
ACS	American Community Survey
ADDP	Associate Director for Demographic Programs
ADDUP	Address Canvassing Address Update File
ADSD	Applications Development and Services Division
AMO	Area Manager of Operations
AMSD	Administrative and Management Systems Division
AoA	Analysis of Alternatives
ARM	Administrative Records Modeling
ATAC	Automated Tracking and Control
ATO	Authorization To Operate
ATP	Architecture Transition Plan
ATT	Authority To Test
AVI	[Telephone: robocall]
AVT	Address Validation Test
AWS	Amazon Web Services
BAS	Boundary and Annexation Survey
BBSP	Block Boundary Suggestion Project
BCU	Basic Collection Unit
BYOD	Bring Your Own Device [The use of employee-owned equipment/services.]
CAES	Concurrent Analysis and Estimation System
CAP	Capability Requirements
CaRDS	Control and Response Data System
C-SHaRPS	Census Schedule A Human Resources Payroll System
CASS	Coding Accuracy Support System
CAT	Customer Acceptance Testing
CATI	<i>Computer Assisted Telephone Interviewing</i>
CBAMS	Census Barriers, Attitudes, and Motivators Survey
CCs	Contact Centers
CDR	Critical Design Review
CEDCaP	Census Enterprise Data Collection and Processing
CES	Center for Economic Studies
CFD	Content and Forms Design
CHEC	Census Hiring and Employment Check
CIO-SP3	Chief Information Officer-Solutions and Partners3
CM	Coverage Measurement
CMDE	Coverage Measurement Design and Estimation
CMS	Center for Medicare and Medicaid Studies
COMPASS	Census Operations Mobile Platform for Adaptive Services and Solutions
COOP	Continuity of Operations
CQA	Census Questionnaire Assistance
CPASS	Census Public Access Security System
CRM	<i>Customer Relationship Management</i>
CSAC	Census Scientific Advisory Committee
CSM	Center for Survey Measurement
DAPPS	Decennial Applicant, Personnel, and Payroll System
DART	Decennial Architecture Requirements Team
DCBO	Decennial Communications and Budget Office
DCEO	Decennial Contracts Execution Office
DCMD	Decennial Census Management Division
dDaaS	decennial Device as a Service
DDSSO	Decennial Directorate Support Services Office

DID.....Design Intent Drawings
 DITD..... Decennial Information Technology Division
 DOP Detailed Operational Plan
 DPMO Decennial Program Management Office
 DPRG.....Data Products Redesign Group
 DRROM..... Decennial Research Objectives and Methods Group
 DSSD Decennial Statistical Studies Division
 DTO Decennial Translation Office
 EAE Evaluations and Experiments
 ECaSE..... Enterprise Censuses and Surveys Enabling
 ECaSE-Enum.....Enterprise Censuses and Surveys Enabling-Enumeration
 ECaSE-ISR.....Enterprise Censuses and Surveys Enabling-Internet Self-Response
 ECaSE-OCS.....Enterprise Censuses and Surveys Enabling-Operational Control System
 EFU Evaluation Followup
 ENUM Enumerators in the Field
 ENUMPREP Enumeration Preparation
 eResponse IT.....Electronic Response Data Independent Test
 ES..... English/Spanish, otherwise known as Bilingual
 ESB Enterprise Service Bus
 FAQ..... *Frequently Asked Questions*
 FMO..... Field Manager of Operations
 FY..... *Fiscal Year*
 FSCPE..... Federal-State Cooperative for Population Estimates
 GAADS Geographic Area Analysis and Delineation System
 GAO Government Accountability Office
 GEO Geography Division
 GPO *Government Publishing Office*
 GPMO.....Government Program Management Office
 GPSD..... Geographic Partnership Support Desk
 GQ Group Quarters
 GRF-C..... Geographic Reference File-Codes
 GRF-N Geographic Reference File-Names
 GUPS..... Geographic Update Partnership Software
 HU Housing Unit
 iCADE..... integrated Computer Assisted Data Entry System
 ICC Integrated Communications Contract
 ICD.....Interface Control Documentation
 IDIQ.....Indefinite Delivery/Indefinite Quantity
 IIP Integration and Implementation Plan
 IMb.....Intelligent Mail® Barcode
 IMS Integrated Master Schedule
 IPC Integrated Partnership and Communications
 IPT Integrated Project Team
 IPTS.....Intelligent Mail® Barcode Postal Tracking System*
 IR Interactive Review
 IRS *Internal Revenue Service*
 ISR Internet Self-Response
 ISSRO.....Information Systems Support & Review Office

*The IPTS is a Census Bureau system housed at the National Processing Center (NPC) used to ingest data from the United States Postal Service (USPS) IMb Tracing Service. The current system generates records for each mail piece when the mail piece is processed through an automated sort. These events can be correlated to an expected delivery date of outbound mail or business reply mail entering or making its way to a paper data capture facility and can be used to inform PDC staff of workload spikes. Automated mail tracing refers to the Census Bureau's use of USPS software to track the status of a barcoded mail piece (such a census questionnaire) in the mail stream; as a barcode is scanned at a Postal sorting facility or Post Office, Census Bureau users of the IPTS can see the status/location of that mail piece.

IT *Information Technology*
ITSM.....*Information Technology Service Management*
JAD *Joint Application Development*
JASON..... [An independent scientific advisory group that provides consulting services to the federal government on matters of science and technology.]
LCO *Local Census Office*
LIMA *Listing and Mapping Application*
LMS *Learning Management System*
LSO *Local Supervisor of Operations*
LUCA *Local Update of Census Addresses*
MAF *Master Address File*
MAF/TIGER..... *Master Address File/Topologically Integrated Geographic Encoding and Referencing*
MAFCS.....*Master Address File Coverage Study*
MAFUF *Master Address File Update File*
MAFX.....*Master Address File Extract*
MCM..... *Mobile Case Management*
MDM *Mobile Device Management*
MES *Mission Enabling Services*
MMVT..... *MAF Model Validation Test*
MOCS..... *Multimode Operational Control System*
MOJO [Term for Census Operational Control System for Reengineered Field Operations]
MTDB..... *Master Address File/Topologically Integrated Geographic Encoding and Referencing system database*
MTS.....*MAF/TIGER Systems*
NAC *National Advisory Committee*
NARA.....*National Archives and Records Administration*
NAS *National Academy of Sciences*
NCT *National Content Test*
NITAAC.....*National Institutes of Health Information Technology Acquisition and Assessment Center*
"Notify Me" [Census Bureau's Preregistration Tool]
NPC..... *National Processing Center*
NRFU *Nonresponse Followup*
NTC..... *Note for Correspondents*
OCEAA.....*Office of Cost Estimation, Analysis, and Assessment*
OCS..... *Operational Control System*
OIG *Office of the Inspector General*
OIS..... *Office of Information Security*
OMB *Office of Management and Budget*
OOS *Office Operations Supervisor*
OCR.....*Optical Character Recognition*
ORR *Operational Readiness Review*
ORT.....*Operational Readiness Testing*
OSR *Optimizing Self-Response*
OTMB.....*Operational Testing and Management Branch*
PCS *Production Control System*
PDC..... *Paper Data Capture*
PES..... *Post Enumeration Survey*
PIA.....*Privacy Impact Assessment*
PLBR.....*Project-Level Business Requirements*
PM *Program Management*
PMGB *Portfolio Management Governing Board*
PMR..... *Program Management Review*
Primus [Census Bureau's Internet Data Collection System]

PRR Production Readiness Review**
 PSAP Participant Statistical Areas Program
 PVSed [To make data private and secured]
 PWS.....Performance Work Statement
 PXP Partnership Experience Portal
 QAS.....*Quality Audit/Surveillance*
 QC..... *Quality Control*
 R&T Research and Testing
 RA Recruiting Assistant
 R&A.....Recruiting and Assessment
 RCC Regional Census Center
 RDP..... Redistricting Data Program
 RFI *Request for Information*
 RFP *Request for Proposal*
 RO..... Regional Office
 ROCKIT Reorganized Census with Integrated Technology [Reengineered Field Operations]
 RPMS.....Risk Profile Management System
 RRB Risk Review Board
 RTNP..... Real-Time Non-ID Processing
 RTOCS Research and Testing Operational Control System
 SBE Service Based Enumeration
 SDLC Systems Development Life Cycle
 SE..... *System Engineering*
 SE&I Systems Engineering and Integration
 SIMEX Human in the Loop Simulation
 SLC..... Survey Life Cycle
 SOA.....Service Oriented Architecture
 SoS.....System of Solutions
 SPC Security, Privacy, and Confidentiality
 SRR Systems Requirement Review
 STRUCT.....Structure Coordinate Update File
 TD.....Technical Directive
 TEA Type of Enumeration Area
 TEMP Test and Evaluation Management Plan
 TI Technical Integrator
 TIGER Topologically Integrated Geographic Encoding and Referencing
 TQA Telephone Questionnaire Assistance
 TRR Test Readiness Review
 UAA Undeliverable As Addressed
 UAT..... User Acceptance Test
 UE..... Update Enumerate
 UHE..... Usual Home Elsewhere
 USPS *United States Postal Service*
 UT..... Users Test
 UTS *Unified Tracking System*
 VTD..... *Voting Districts*
 WG.....*Working Group*
 WLM Workload Management
 Y&R *Young & Rubicam*

**This is a review to assess program-level test results to ensure systems are ready for operational testing. A PRR is held for each release and typically occurs 2-3 weeks prior to the release's Operational Readiness Review. If key stakeholders agree that any outstanding defects will not negatively impact the goals/objectives of the field test and the Operational Readiness Testing environment is operational, then systems are ready for production and to support Operational Readiness Testing.

Note: Nonitalicized acronyms are those that are used mainly at U.S. Census Bureau whereas italicized acronyms are widely employed elsewhere.