



2020 Census Program Monthly Status Report

December 2018

All information in this report is as of December 31, 2018, unless otherwise stated.

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2020 Census

General Update

Work on the 2020 Census Program continues during the lapse in appropriations, which started on December 22. The 2020 Census program (including 2020 Census Enterprise Data Collection and Processing [CEDCaP] work) used carryover funding to continue operations at full capacity. Congress designed the FY2018 appropriation for the 2020 Census to have carryover of approximately one third (\$1.056 billion) of the FY2019 President’s Budget request. Throughout the period of the continuing resolution in FY2019, approximately \$290 million of carryover has been obligated, leaving \$688 million available for the program during the lapse in appropriations. Conservative projections show this funding lasting through February without implementing any slowdowns to 2020 Census operations.

All major contracts for the 2020 Census have now been awarded. The Government Publishing Office (GPO) awarded the 2020 Printing and Mailing Contract to RR Donnelley Inc. on December 28. Per the solicitation, the contract is an indefinite-quantity type with a guaranteed minimum of \$250,000 and a maximum amount of \$140 million. The solicitation included estimated quantities and the basis of award was RR Donnelley’s total proposed price for those estimated quantities of \$114.6 million.

We awarded the 2020 Island Areas Censuses contract to the four local Island Area governments in December. The contract was awarded on December 13 for American Samoa, Guam, and the U.S. Virgin Islands and on December 17 for the Commonwealth of Northern Mariana Islands.

We continue to build the field infrastructure and recruit and hire staff needed for the offices and early operations. We continued selection activities (fingerprinting and background check) for clerks and office operation supervisors in December. We received recruiting promotional materials for the regional census centers in December. We also continued receiving dual employment waivers from various government agencies.

The 2020 Census Local Update of Census Addresses (LUCA) operation return phase reached its completion date of December 15. The operation received 8,389 submissions from the 11,550 registered governments (72.6 percent). The responses cover 95.7 percent of the nation’s population and 95.5 percent of the nation’s housing. LUCA provides an opportunity to tribal, state, and local governments to review and comment on the Census Bureau’s residential address list for their jurisdiction before the 2020 Census enumeration begins.

Detailed reports on all 2020 operations follow.

2018 End-to-End Census Test

Key Activities and Accomplishments Update

[30-Day Look Back](#)

Address Canvassing

- Sent the updated 2018 End-to-End Census Test Address Canvassing Evaluation Report, detailing the analysis of the In-Office Address Canvassing results compared to In-Field Address Canvassing results in the Providence Test Site to the Decennial Research Objectives and Methods (DROM) Working Group for second review.

Non-ID Processing

- Analysis of the 2018 Non-ID response data completed on December 28.

Systems Readiness – Releases to Date

- The 2018 End-to-End Census Test Release E-3 (Census Edited File/Micro Data File/Disseminate PL) Production Readiness Review (PRR) occurred on December 3 and approved pending completion of action items.
- The Census Unedited File (CUF) was produced and delivered the week of December 10.

Data Products and Dissemination

- The Center for New Media and Promotion staff continue to work on the layout and formatting of the 2018 Redistricting Data Prototype (Public Law 94-171) Summary File Technical Documentation. This publication will accompany the 2018 PL Prototype data release in March 2019.

[30-Day Look Ahead](#)

Address Canvassing

- Revise the 2018 End-to-End Census Test Address Canvassing Assessment Report, detailing the results of the operation in all three test sites based on DROM recommendations, and send back to DROM Working Group for a second review.

Non-ID Processing

- Complete the update of Lessons Learned by January 24.

Systems Readiness

- Conduct systems integration testing on remaining functionalities of Release E-3 on January 7. The 2018 End-to-End Census Test has five systems and software releases and three stages, with E-3 being the last of these.

2018 End-to-End Census Test

Key Activities and Accomplishments Update

[30-Day Look Back](#)

Redistricting Data Program

- The Census Redistricting Data and Voting Rights Data Office continued to finalize contact information for legislative leadership and governor's offices and draft embargo registration invitations in preparation for delivery of prototype redistricting data from the 2018 End-to-End Census Test. This will continue through January, when leadership elections are held.

Update Leave (UL)

- Revised the 2018 End-to-End Census Test UL Quality Control Plan and sent for review and approval on December 19.
- Prepared 2018 End-to-End Census Test UL Assessment Report for Decennial Research Objectives and Methods (DROM) Review.

Post-Collection Processing

- Processing of the Census Edited File (CEF) pre-edit and consistency edit were delivered for review on December 12.

Forms Printing and Distribution

- Start 2018 End-to-End Census Test Assessment Report.

Group Quarters

- Receive 2018 Group Quarters Enumeration field briefing results.

[30-Day Look Ahead](#)

Redistricting Data Program

- Iterative user acceptance testing of data disc browsing software will continue through January for use in the support of the 2018 Prototype P.L. 94-171 Redistricting Data File release in March 2019.

Update Leave (UL)

- Receive final 2018 End-to-End Census Test UL Quality Control Plan.

2019 Census Test

Key Activities and Accomplishments Update

Operational Planning

The Census Bureau is implementing a 2019 Census Test that will inform the Integrated Partnership and Communications Campaign and to better plan for the 2020 Census Nonresponse Followup operation. This 2019 Census Test will ask a nationally representative sample of 480,000 households to answer the planned 2020 Census questions. The test is designed to measure the operational effect of including a citizenship question on self-response rates; it will be a split panel test, with one panel receiving the citizenship question and the other not. The sample area will include mail out/mail back households in all 50 states and the District of Columbia. The first mailing will occur in mid-June, with data collection ending on August 15.

Updates include:

- The 30-day Federal Register Notice and Nonsubstantive Change Request for the 2019 Census Test has entered executive-level clearance.
- Finalized mail materials for the test.
- Finalized the 2019 Census Test paper questionnaire. Development of the internet instrument continues and is on schedule.
- The update to the cost estimate continues, which is primarily because of the print contract for the test questionnaires, envelopes, and mail materials.

2020 Census

2020 Census Operational Readiness

Operational Planning

- The 10 Census Questionnaire Assistance contact center sites are targeted for completion by July 1. With the recent site leases signed for Tempe, AZ, and Kansas City, MO, this brings the total lease awards to seven sites, as of December 27. Jacksonville, FL; Pueblo, CO; Irving, TX; Blythewood, SC; and Tamarac, FL, are the other sites with lease awards. The Nashville, TN, site is under final review by the legal department and is still under “management focus.” The San Antonio, TX, site is also under “management focus” because of a stalled lease negotiation for a term of only two years. An alternate location in El Paso will be visited the first week of January. Draft lease terms have been received for the top two sites in New York City to host a non-English, non-Spanish dedicated bilingual site.
- Lease awards have been granted to all 40 Wave 1 area census offices (ACOs), and all 40 have complete design intent drawings, complete construction drawings, approved tenant improvement costs, and a notice to proceed. Wave 1 ACOs have a status of “management focus” to ensure timely completion of their construction and deployment activities and to open between January and March 2019. As of December 31, 12 of the ACOs have buildout/space accepted; three have furniture, supplies, and IT equipment deployed; and three offices are open.
- Caguas, Puerto Rico, is one of the 40 Wave 1 ACOs but some activities will occur in Wave 2 as Address Canvassing will not need to take place there because of the decision to place Puerto Rico in the Update Leave Type of Enumeration Area (UL TEA.)
- Space has been identified for all 208 Wave 2 ACOs, which are scheduled to open between June and September 2019. As of December 31, 200 of the Wave 2 ACOs have an occupancy agreement signed, and of those, 194 have leases awarded. So far, 133 of the Wave 2 ACOs have complete design intent drawings and 61 have complete construction drawings.
- Wave 2 ACOs have a status of “requires attention” as space acquisition for the area census offices continues to be a concern. With occupancy scheduled for five to eight months from now, some of these locations are at risk of not opening on time. The Census Bureau’s Field Division is planning to implement contingencies in the event these delays continue, which include launching early ACO activities from alternate ACO locations, using existing space in regional offices and regional census centers, and housing early ACO activities in hotel meeting rooms.

2020 Census

2020 Census Operational Readiness (continued)

Operational Planning (continued)

- As of December 31, more than 90,000 applicants created a profile in the Recruitment and Assessment application to become temporary workers for the 2020 Census. More than 73,000 of those applicants have completed the assessments, and more than 1,500 have been selected to become recruiting assistants. Fingerprints have been collected from more than 1,200 of the selectees, and 639 have cleared the background check. All Census Bureau directorates are working with the Human Resources Division to provide supplemental staff resources to assist with the clearance process and ensure hiring goals are met on schedule.
- The Census Bureau is preparing to conduct the In-Field Address Canvassing operation to support the 2020 Census. In-Field Address Canvassing is the process in which listers visit Self-Response (Type of Enumeration Area [TEA] 1) areas to identify every place where people live or could live. They then compare what they see on the ground to the existing census address list and verify or correct the address and location information. They also add any additional living quarters not already on the list. The In-Field Address Canvassing is scheduled to take place from August to October 2019.
- The estimated In-Field Address Canvassing workload, as of December 28:
 - Housing units: 50,252,165 (36.3 percent of all TEA 1 housing units)
 - Basic collection units (BCUs): 1,199,338 (23.9 percent of all TEA 1 BCUs)
 - The In-Field Address Canvassing workload includes all living quarters in TEA 1 BCUs that contain one or more tabulation blocks that are in “active,” “on-hold,” or “triggered” status at the time the workload is identified. Because a BCU can also contain blocks in “passive” status, the In-Field Address Canvassing workload is larger than that indicated solely by tabulation block-level measurement.
 - The final In-Field Address Canvassing workload will be identified at the end of March 2019, which allows In-Office Address Canvassing to review the status of blocks as close as possible to the timing of the In-Field Operation in order to provide an accurate list of BCUs that require canvassing.

2020 Census

2020 Census Operational Readiness (continued)

30-Day Look Back

Non-ID Processing

- Continued to update Clerical Processing training procedures and manuals.
- New functionalities were identified and user stories are forthcoming for the Development of Matching and Coding Software (MaCS). Once user stories are received, an estimated new finish date can be established.

Count Review

- Continued development of the Census Count and File Review (CCFR) tool that will be used for Decennial Response File-2, the Census Unedited File, the Census Edited File, and the Microdata Detail File review.
- Awarded first wave of Federal State Cooperative for Population Estimates (FSCPE) full membership contracts (29 states) and continued processing for the remaining FSCPE full membership to ensure participation, training events, and file review.

Content and Forms Design

- Continued to participate in user acceptance testing of automated data collection instruments.

Language Services

- Completed pretesting of the text of the 12 non-English languages within the internet instrument.

30-Day Look Ahead

Non-ID Processing

- Finalize Clerical Processing training procedures and manuals – expected finish January 31.
- Develop training procedures for Clerical Processing – expected finish January 8.

Count Review

- Complete testing and development of GUPS software to offer support for the collection of geographic information – schedule completion end of January.

Content and Forms Design

- User acceptance testing (UAT) will continue until the Test Readiness Review (TRR) date for each instrument (June for Internet Self-Response and Census Questionnaire Assistance, July for ENUM).

Language Services

- UAT and usability testing will continue until the release 3 TRR in June.

2020 Census

2020 Census Operational Readiness (continued)

30-Day Look Back

Redistricting Data Program

- The 2020 Census Redistricting Data Program began the first round of the Phase 2 – Voting District Project verification. This first round of verification started with the mailing of user guides, Geographic Update Partnership Software, geographic data, and other documents to the 50 states, the District of Columbia, and the Commonwealth of Puerto Rico.
- The Census Redistricting Data and Voting Rights Data Office completed the Integrated Baseline Review (IBR) by the required schedule date of December 31.

Field Infrastructure

- Continued selection activities (fingerprinting and background check) for clerks and office operation supervisors (OOS) from November 5 through December 13.
- Received recruiting promotional materials for regional census centers (RCCs) during the week of December 10.
- Continued receiving dual employment waivers from various government agencies.

Island Area Censuses

- Awarded the 2020 Island Areas Censuses contract to the local Island Area governments on December 13.
- Continue working on the Island Areas Censuses Detailed Operational Plan (DOP) and initial drafts of the Census Office manuals.

30-Day Look Ahead

Redistricting Data Program

- The Census Redistricting Data and Voting Rights Data Office will conduct a national training webinar on Phase 2 – the Voting District Project verification on January 10.

Field Infrastructure

- Continue recruiting activities for early operations until June 7.

2020 Census

2020 Census Operational Readiness (continued)

30-Day Look Back

Integrated Partnership and Communications

- The Census Bureau is on track toward meeting the June 30 goal of hiring 1,501 partnership specialists who will work out of the six RCCs. As of December 27, the RCCs have hired 238 partnership specialists, and 176 more are awaiting clearance.
- The Census Bureau and Team Y&R had an Audience Brief Workshop on December 18-20 to discuss specific outreach ideas for each campaign target audience.
- The Census Bureau reviewed a series of videos produced by Team Y&R to train partnership specialists on media outreach.

Internet Self-Response (ISR)

- Project level user acceptance testing (Round 4) ended December 18.
- Continued working with Primus technical lead on application development and testing.

30-Day Look Ahead

Integrated Partnership and Communications

- CBAMS quantitative and qualitative reports and mindsets and populations segments derived from CBAMS are under review. All materials will be released in January. However, findings are already being used by the contractor and Census Bureau staff assigned to the IPC operations.
- The Census Bureau and Team Y&R will have a Creative Messaging Framework Workshop on January 14 – January 18 in New York City to develop messages for the paid advertising creative that will be developed in upcoming months
- Team Y&R is finalizing initial partnerships materials and items which will be available by January.

Internet Self-Response (ISR)

- Continue working with Primus technical lead. This will continue until Test Readiness Review (TRR) on June 28.
- Begin writing 2020 Study Plan Assessment.

2020 Census

2020 Census Operational Readiness (continued)

30-Day Look Back

Local Update of Census Addresses (LUCA)

- The 2020 Census Local Update of Census Addresses (LUCA) operation return phase has reached its completion date of December 15. The operation received 8,389 submissions from the 11,550 registered governments (72.6 percent). The responses cover 95.7 percent of the nation's population and 95.5 percent of the nation's housing. LUCA provides an opportunity to tribal, state, and local governments to review and comment on the Census Bureau's residential address list for their jurisdiction before 2020 Census enumeration begins. The Census Bureau relies on a complete and accurate address list to reach every living quarter and associated population for inclusion in the census.
- Continued development of the 2020 Census LUCA Study Plan for DROM.
- Continued work on the 2020 LUCA Feedback Phase that began in late October.
- Processing paper and digital returns for stateside entities ended on December 14.
- GEO completed review of the 2020 New Construction (NC) universe of eligible entities. The Geographic Partnership Program database updates for New Construction have been completed.
- Continued material development for promotional material and registration for the 2020 New Construction Program.
- First phase of the New Construction Production Control System Software Requirements Specification has been baselined. Programming started on December 5 and should end in early January.

30-Day Look Ahead

Local Update of Census Addresses (LUCA)

- Development of the 2020 Census LUCA Study Plan scheduled through February.
- Geography Update Partnership Software (GUPS) is expected to be finished by the end of February to deliver to regional offices (ROs) and headquarters (HQ) to test and gain feedback.
- Processing the digital returns for Puerto Rico will be completed by the end of January.
- Material development for promotional material and registration for the 2020 New Construction Program will last for several months .

2020 Census

2020 Census Operational Readiness (continued)

30-Day Look Back

Paper Data Capture

- Paper Data Capture (PDC) continued to work with the National Processing Center (NPC), Associate Director for Economic Programs (ADEP), and the Information Technology Directorate, including Computer Services Division's (CSvD) Enterprise Backup Branch to further define the plans for 2020 PDC Center image backup and to ensure requirements are identified.
- PDC continued to work with NPC, IT, and Decennial Census Programs divisions to facilitate support needed for PDC-related systems such as Intelligent Mail Barcode Postal Tracking System V2 (IPTSV2), Automated Tracking and Control System (ATAC), and Integrated Computer Assisted Data Entry (iCADE).

30-Day Look Ahead

Paper Data Capture

- The two paper data capture centers (Jeffersonville, IN, and Phoenix, AZ) have lease awards/occupancy agreements:
 - Paper Data Capture Center West — Buildout is expected to start in February and be completed by June 1. All furniture is expected to be deployed by June 14, with IT equipment expected to be deployed by June 28, and supplies by September 1. The facility is expected to open for human resources staff on July 19, with production expected to begin by March 2, 2020.
 - Paper Data Capture Center East — Buildout is underway and is on track to be completed by April 1. Furniture is expected to be deployed by February 28, with IT equipment and supplies expected to be deployed by May 16 and July 31, respectively. The facility is open to management staff using existing furniture, equipment, and supplies. The facility is expected to open for the Test Readiness Review on June 24, with production scheduled to start by March 2, 2020.

2020 Census

2020 Census Operational Readiness (continued)

30-Day Look Back

Archiving

- Updated 2020 Business Process Model on December 20.
- Completed documentation needed to support the Archiving Initial Baseline Review on December 19.
- Participated in the Operational Delivery 11.1 Initial Baseline Review on December 31.
- Continued to analyze source documentation that needs to be archived for research, following the 2020 Census.
- Continued to monitor and/or mitigate Program and Portfolio Archiving risks.
- Continued to work with Archiving scheduler to identify activities needed in solution schedules that produce 2020 Census Records.

Systems Readiness

- Production activities to support selection and hiring processes were in progress for Early Ops Recruiting, Selection, Hiring, and Training Operational Delivery.
- Systems Engineering & Integration (SE&I) and the Technical Integrator (TI) continued to plan for Address Canvassing and Peak Recruiting & Hiring Test Readiness Reviews (TRRs). TRRs assess readiness of systems to begin independent program-level testing.

Data Products and Dissemination

- The final 2020 Census stateside data products proposal was finalized in December 2018 and provided to Center for Disclosure Avoidance Research (CDAR) for review. The target date for receiving feedback is February.

Federally Affiliated Count Overseas (FACO)

- Continued to finalize the FACO Detailed Operational Plan.
- Participated in UAT for Centurion Data Collection Instrument.

30-Day Look Ahead

Archiving

- Meet with the National Archives and Records Administration (NARA) to continue discussion regarding 2020 transfer mechanisms in January.

Systems Readiness

- On track to conduct TRRs for Address Canvassing on January 4 and Peak Recruiting and Hiring on January 18.

2020 Census

Major Contracts Overview

Technical Integration (TI)

- Support the 2020 Census Program to deliver a fully integrated Census System of Systems.
- Ensure that the 2020 Census System of Systems integrates, scales, performs, is secure, and meets 2020 Census business objectives.
- **Awarded: August 26, 2016; Awardee: T-Rex Solutions LLC**

Decennial Device as a Service (dDaaS)

- Provide a single integrated solution for mobile devices and related services to support the 2018 End-to-End Census Test, NRFU operation, and 2020 Census.
- Configure, provision, ship, manage, and decommission all mobile devices and provide reliable network coverage.
- **Awarded: June 29, 2017; Awardee: CDW-G**

Census Questionnaire Assistance (CQA)

- Create, test, and operate telephone contact centers to provide support for assistance in completing census questionnaires and other general assistance. The system includes an Interactive Voice Response (IVR) mode designed for self-assistance and efficiency.
- Enables respondents to complete an enumeration over the telephone.
- Supports outbound calling to verify respondent information as a follow-up activity for Coverage Improvement.
- **Awarded: July 11, 2016; Awardee: General Dynamics Information Technology (GDIT) acquired by MAXIMUS Corp.**

2020 Enterprise Census and Survey Enabling (CEDCaP ECaSE) Platform

- Design, develop, test, systems engineering, maintenance, and operational support of an enterprise data collection and processing platform.
- This solution includes the following 2020 Census capability areas: Internet Self-Response (ISR), Operational Control System (Field OCS and Survey OCS), and Enumeration application.
- **Awarded: June 19, 2017; Awardee: immixGroup Inc.**

Integrated Communications Contract (ICC)

- Plan, design, integrate, produce, implement, monitor, and assess an integrated communications program for the 2020 Census.
- By implementing an integrated communications campaign, it is anticipated that awareness of the decennial census will increase, promoting self-response, reducing field workload for the Nonresponse Followup operation, and improve response rates for targeted audiences.
- **Awarded: August 24, 2016; Awardee: Young & Rubicam (Y&R)**

2020 Census

Major Contracts Overview (continued)

Census Schedule A Human Resources and Recruiting, Payroll System (C-SHaRPS) - Recruiting & Assessment (R&A)

- Through a combination of vendor-provided and legacy Census Bureau systems, the C-SHaRPS ecosystem will provide the following for Schedule A Field Staff for decennial operations:
 - Online job application and assessment through the recruiting and assessment solution.
 - Automated core human resources and payroll functionality.
 - Online training provided by CSRA utilizing Cornerstone's Learning Management System.
- **Awarded: November 10, 2016; Awardee: CSRA**

Census Schedule A Human Resources and Recruiting, Payroll System (C-SHaRPS) - Fingerprinting

- Collect fingerprints of selected applicants for Schedule A selectees during decennial census testing beginning in FY2018 and ultimately for the 2020 Census.
- Additional options may include the collection of fingerprints from CQA contractor candidates and facial photography operations (both for Schedule A and CQA) during these periods.
- **Awarded: November 21, 2017; Awardee: IndraSoft Inc.**

2020 Census Printing and Mailing

- Provide primary print production and mailing services contract for the 2018 End-to-End Census Test and the 2020 Census; will print and distribute a variety of materials in support of Self-Response, Update Leave, and Nonresponse Followup operations.
- Materials to be produced include questionnaires; letters inviting households to respond to the census online, by phone, or by mail; reminder letters and postcards; and language inserts.
- **Awarded: December 28, 2018; Awardee: RR Donnelley Inc.**

Field Information Technology Deployment (FITd)

- Provide and support IT equipment in the regional census centers (RCCs) (support only), area census offices (ACOs), Island Area offices (IAOs), paper data capture centers (PDCCs), and remote workers.
- Stage, provision, ship, install, track, maintain, and decommission Field IT equipment.
- Provide on-site help desk services and system administration support for paper data capture centers.
- **Awarded: August 1, 2018; Awardee: Unisys Corporation**

2020 Census

Major Contracts Status

Status	Contract
●	Technical Integrator (TI) – T-Rex
●	Decennial Device as a Service (dDaaS) – CDW-G
●	Census Questionnaire Assistance (CQA) – MAXIMUS
●	2020 Enterprise Censuses and Surveys Enabling (ECaSE) Platform – immixGroup/Pega
●	Integrated Communication Contract (ICC) – Y&R Team
●	C-SHaRPS Recruiting and Assessment – CSRA
●	C-SHaRPS Fingerprinting – Indrasoft
●	Printing and Mailing – RR Donnelley
●	Field IT Deployment (FITd)

Pre-Award	On Track	Management Focus	Requires Attention
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Legend

2020 Census

Major Contracts

30-Day Look Back

Technical Integrator (TI) ●

- Continued performance and scalability Phase 1 testing (system analysis and initial recommendations).
- Continued performance and scalability Phase 2 testing to include test and tool planning, model updates, and infrastructure build-up.
- Continued integration testing for data processing release of 2018 End-to-End Census Test.
- Continued to manage and track to the initial baselines for 2020 Census In-Field Address Canvassing operational deliveries.
- Continued to manage and track the 2020 Census Peak-Operations, Self-Response, Nonresponse Followup, Update Leave, Address Canvassing, Group Quarters Enumerations, and Update Enumerate Operational Deliveries Baselines.
- Continued Authority to Operate process for active cyber defense tools.
- Established initial Baseline for Archiving , Response Processing, Data Products/Dissemination, and Redistricting.
- Supported the deployment of Wave 1 ACOs.
- Supported Operations and Maintenance activities for early operations preparations.

Performance and Scalability Testing

- TI is yellow to maintain focus on conducting and remediating any issues that may arise during ongoing system performance and scalability testing.

30-Day Look Ahead

Technical Integrator (TI)

- Continue performance and scalability Phase 2 testing to include test and tool planning, model updates, and infrastructure build-up.
- Continue integration testing for data processing release of 2018 End-to-End Census Test.
- Continue to manage and track the 2020 Census Peak-Operations, Self-Response, Nonresponse Follow-up, Update Leave, Address Canvassing, Group Quarters Enumerations, Update Enumerate, Archiving, Response Processing, Data Products/Dissemination and Redistricting Operational Deliveries Baselines.
- Establish Initial Baseline for Island Area Census.
- Begin Program Level Integration Testing for the Address Canvassing operation.
- Support the deployment of Wave 1 ACOs.
- Support operations and management activities for early operations preparations.

2020 Census

Major Contracts (continued)

30-Day Look Back

Decennial Device as a Service (dDaaS) ●

- The vendor continued preparing training materials and knowledge-based articles for training in the regional census centers (RCCs). Training plans for each level of IT support staff will be developed and implemented.
- Continued development of the dDaaS dashboard to be used for asset management, ordering, and reporting for 2020 operations.
- Continued development on a nationwide cellular wireless plan via a multiorganizational Tiger team, an interdivisional team working through the implementation of the Census Bureau's cellular strategy. The core of the strategy is to provide the best local cellular service that is cost-effective. The initial plan is focused on 2019 Address Canvassing, which has 39 area census offices with associated Census Field Management (CFM) zones; the plan is to set up no more than one carrier per CFM zone where that makes sense.
- Completed the iPhone 7 to iPhone 8 transition.
- Consolidated requirements received from RCCs on logistics and distribution of the devices for Address Canvassing.
- Deployed devices for Wave 1 ACO recruiting assistants and managers, and partnership specialists.
- Continued development of the Help Desk integration with the Decennial Service Center (DSC) for 2019/2020 operations.
- Validated Windows 10 Provisioning Guide.

30-Day Look Ahead

Decennial Device as a Service (dDaaS)

- Continue to develop Help Desk integration with DSC for 2019/2020 operations.
- Coordinate shipment of iPhone 7s from RCCs and HQ to decommissioning center in Atlanta, GA.
- Begin decommissioning of iPhone 7s received in Atlanta as part of the transition to the iPhone 8.
- Continue to develop solution to be used for asset management, ordering and reporting for Address Canvassing.
- Continue working with TI to develop and test the laptop imaging process for Address Canvassing.

2020 Census

Major Contracts (continued)

30-Day Look Back

Census Questionnaire Assistance (CQA) ●

2018 End-to-End Census Test

- Finalized the CQA operational assessment report.
- Began closeout activities for the OIG's audit of CQA program and operation.

2020 Census

- Continued monitoring the Novation process of the Maximus purchase of GDIT's contact center operations. Until the Novation process is complete, the CQA contract remains with GDIT as the prime contractor. Novation is the process of replacing the incumbent contractor (GDIT) with the acquiring contractor (Maximus) on government contracts, requiring a determination that the Acquirer (Maximus) can perform on the contracts and receive the consent of all parties involved. The process for this Novation is being led by the Centers for Medicare and Medicaid Services (CMS), and is expected to take months to complete. The acquisition by MAXIMUS and the Novation process does not impact CQA's preparation for the 2020 Census and we expect an orderly transition.
- Continued providing contractor oversight to the development of the 84 required Phase 2 Standard Operating Procedures (SOPs) to support the CQA operation, work on a preliminary CQA design review, and build the CQA System Integration Testing (SIT) environment.
- Continued CQA system development and contact center site leasing progress for the 2020 Census.
- Began sending weekly CQA contact center site status reports to the Department of Commerce (DOC).

30-Day Look Ahead

Census Questionnaire Assistance (CQA)

2018 End-to-End Census Test

- Distribute and present the 2018 End-to-End Census Test operational assessment report to the Decennial governance group charged with review of the 2018 results.
- Continue closeout activities for the OIG's audit of CQA program and operations.

2020 Census

- Continue to monitor the Novation process of the Maximus purchase of GDIT's contact center operations. See 30-Day Look Back for details of this ongoing process.
- Complete solution-level requirements following joint GPMO/contractor review and validation walk-throughs. Modify contract as needed.
- Monitor the contractor's progress of the 10 planned contact center sites including leasing, site build-out, and staffing. Send weekly reports to the DOC.
- Monitor the ongoing development of the 84 required Phase 2 standard operating procedures (SOPs) to support the CQA operation.
- Monitor completion of the contractor's Physical Architecture and Detailed System Design Plans.
- Provide a final review and acceptance on the contractor's detailed Integrated Master Schedule.

2020 Census

Major Contracts (continued)

30-Day Look Back

2020 Enterprise Censuses and Surveys Enabling (ECaSE) Platform ●

- The Census Bureau completed an independent code review of the ECaSE on December 31. Report due in January for review with leadership.
- Continued working with the Decennial Service Center to confirm the tier 3 support requirements for the ECaSE team during the 2020 Census production operations.
- Continued final development and testing for the 2020 Census deliveries. The next deliverables, Field Operational Control and Survey Operational Control functionality for Address Canvassing, are due for the January 4 Test Readiness Review.

ECaSE ImmixGroup/Pega Testing

- Continuing the strong focus on metrics reporting and quality of the testing by the contractor. The contractor has implemented improvements in their processes after the 2018 End-to-End Census Test. We are monitoring this effort and have seen improvements but this will be confirmed based on the defects found during the 2020 Census program-level integration testing for Address Canvassing functionality.
- We continue the focus on documenting the remaining user stories for the 2020 operational deliveries. Ensuring the Census Bureau defines the low level detail needed in the user stories is critical to the on time delivery of the applications by the test readiness reviews.
- Continue to closely monitor the contractor's planned and actual costs.

30-Day Look Ahead

2020 Enterprise Censuses and Surveys Enabling (ECaSE) Platform

- Continue pairwise testing of the Field Operational Control and Survey Operational Control functionality for Address Canvassing. Support 2020-level program integration testing after the January 4 Test Readiness Review delivery.
- Continue development for subsequent 2020 Census deliveries including the Test Readiness Reviews for Forms Printing and Distribution in April and for Remote Alaska (which includes Group Quarters and Enumeration at Transitory Locations, and Update Enumerate) in May.
- Continue production support of time and expense activities for early ops recruiting.

2020 Census

Major Contracts (continued)

30-Day Look Back

2020 Census Integrated Communications – ● Young & Rubicam (Team Y&R)

- The Census Bureau had a kick-off meeting on December 3-4 with Team Y&R to start work on task orders that involve: creative, media, earned/shared/owned media; the 2020 Census website, the Statistics in Schools program; and partnerships. The group also had a discussion about the next steps on the task order related to campaign optimization.
- The Census Bureau and Team Y&R met on December 7 to see the results of the Quick Idea Platform Testing (QIPT) and what creative platform Team Y&R recommended for the campaign. The Census Bureau Creative Review Team approved Y&R's recommendation, and the selected platform would be presented to the Secretary of Commerce on December 10 ; the Department of Commerce accepted the Communications Platform.
- Deputy Secretary Karen Dunn Kelley hosted a corporate roundtable on December 11 to determine collaboration opportunities with the following companies: Apple, Smucker's, Facebook, AT&T, Lockheed Martin, Sesame Workshop, UPS, Google, Comcast, Amazon, and Wells Fargo. Also, Team Y&R secured a partnership with iHeartMedia, which owns more than 1,100 outdoor billboards and 850 radio stations, and the American GI Forum, a Hispanic veterans organization.
- Staff held a webinar on December 12 to present the 2020 Census Barriers, Attitudes, and Motivators Study (CBAMS) key findings to the Michigan Nonprofit Association.
- Staff presented "crisis best practices" to the Census Bureau regional directors on December 13.

30-Day Look Ahead

2020 Census Integrated Communications – Young & Rubicam (Team Y&R)

- A number of CBAMS-related reports are under review and expected to be delivered to the Census Bureau in January.
- The Public Information Office is planning for a news release in January. Census Bureau staff and Team Y&R have started plans for the communications campaign tracking survey.

2020 Census

Major Contracts (continued)

30-Day Look Back

Census Schedule A Human Resources and Recruiting, Payroll System (C-SHaRPS) ●

Recruitment and Assessment

- Achieved annual ongoing Authorization to Operate.
- To date, more than 70,000 applicants have accessed the system and completed an application.
- Supported selections of office operation supervisors and clerks in the early ACOs.

Census Schedule A Human Resources and Recruiting, Payroll System (C-SHaRPS) ●

Fingerprinting

- Fingerprints were captured for office operation supervisors and clerk selectees.
- Operated and supported the online appointment system.

30-Day Look Ahead

Census Schedule A Human Resources and Recruiting, Payroll System (C-SHaRPS)

Recruitment and Assessment

- Operate and maintain the online job application and assessments to support recruiting.
- Support selections of office operation supervisors and clerks in the early ACOs.
- Support the online training of recruiting assistants.

Census Schedule A Human Resources and Recruiting, Payroll System (C-SHaRPS)

Fingerprinting

- Operate and support the online appointment system.
- Collect fingerprints for recruiting assistants, office operation supervisors, and clerk selectees.

2020 Census

Major Contracts (continued)

30-Day Look Back

2020 Printing and Mailing Contract ●

- The Government Publishing Office (GPO) awarded the 2020 Printing and Mailing Contract to RR Donnelley Inc. on December 28.
- Per the solicitation, the contract is an indefinite-quantity type with a guaranteed minimum of \$250,000 and a maximum amount of \$140 million. The solicitation included estimated quantities and the basis of award was RR Donnelley's total proposed price for those estimated quantities of \$114,557,201.

Field IT Deployment (FITd) ●

- Deployed ACO and remote worker replicate site equipment.
- Continued to receive equipment for the first 40 ACOs.
- Retrofitted equipment deployed to Providence, RI; Beckley, WV; and Pierce, WA, ACOs.
- Continued to mature and refine FITd deployment procedures during the retrofit of the Beckley ACO, with the focus on implementation of wave 1 in January.
- Finalized January 7 and January 14 ACO deployment sites.
- FITd dashboard ATO kickoff meeting was held on December 21.

30-Day Look Ahead

2020 Printing and Mailing Contract

- Senior management meeting with GPO and RR Donnelley held on January 3.
- Post award conference scheduled for January 9.
- Plan to award Authority to Operate (ATO) and Operational Test task orders.

Field IT Deployment (FITd)

- Staff continue to identify potential sites for the following weeks: January 21, January 28, February 4, February 11, February 18 and February 25.
- Conduct the first four weeks of the ACO deployment.
- Begin remote worker deployments.
- Execute the FITd mod in this month.
- Ordering Jeffersonville PDCC equipment.
- Order ACO and remote worker wave 2 equipment.

2020 Census

Budget

- During the lapse in appropriations, the 2020 Census program (including 2020 Census Enterprise Data Collection and Processing [CEDCaP] work) utilized carryover funding to continue operations at full capacity.
 - Congress designed the FY2018 appropriation for the 2020 Census to have carryover of approximately one third (\$1.056 billion) of the FY2019 President’s Budget request. Since Congress approved usage of \$86 million of this funding for cost-neutral advancements late in FY2018, the 2020 Census program carried over \$970 million of the designed carryover plus \$8 million in unplanned carryover for a total carryover of \$978 million.
 - Throughout the period of the continuing resolution in FY2019, approximately \$290 million of carryover has been obligated, leaving \$688 million available for the program during the lapse in appropriations. Conservative projections show this funding lasting through February without implementing any slowdowns to 2020 Census operations.
- The annual appropriation language for the 2020 Census and CEDCAP programs since FY2016 prohibits expenditure of more than 50 percent of the total year IT spending for either program until the release of an updated CEDCaP program and spending plan for the current and past fiscal years, sometimes called the “50 Percent Report.” Formal transmission to Congress and the Government Accountability Office (GAO) occurred on December 21, at which point the IT spending restriction was lifted. This was particularly timely prior to the lapse in appropriations, as it allowed \$260.9 million in carryover IT funding to become available for use on the 2020 Census during the lapse in appropriations that would not have been available without the report’s transmittal.

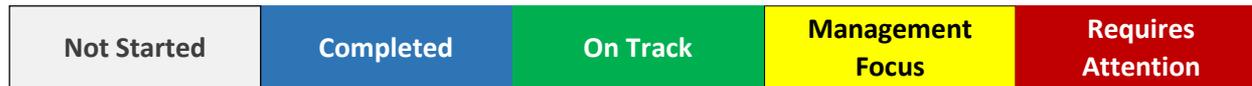
Periodic Performance Management Reports

Status Listing

Status Report Title

●	Area Census Office Construction and Deployment Status – Wave 1
●	Area Census Office Lease Status – Wave 2
●	Area Census Office Construction and Deployment Status – Wave 2
●	2020 Census: Local Update of Census Addresses (LUCA) Returns
●	2020 Census: Community Engagement Partnership Specialists
●	2020 Census: State Complete Count Commissions
●	Paper Data Capture/Logistics Center – Space Acceptance & Opening Status
●	2020 Census: Applicant Status for Early Operations
●	2020 Census: Onboarding Status for Early Operations Recruiting Assistants
●	2020 Census: Questionnaire Assistance Contact Center Site Status

Legend



Periodic Performance Management Reports

Area Census Office Construction and Deployment Status – Wave 1

Status:

● *Management Focus*

Data current as of:

December 31, 2018

Wave 1 ACO Opening

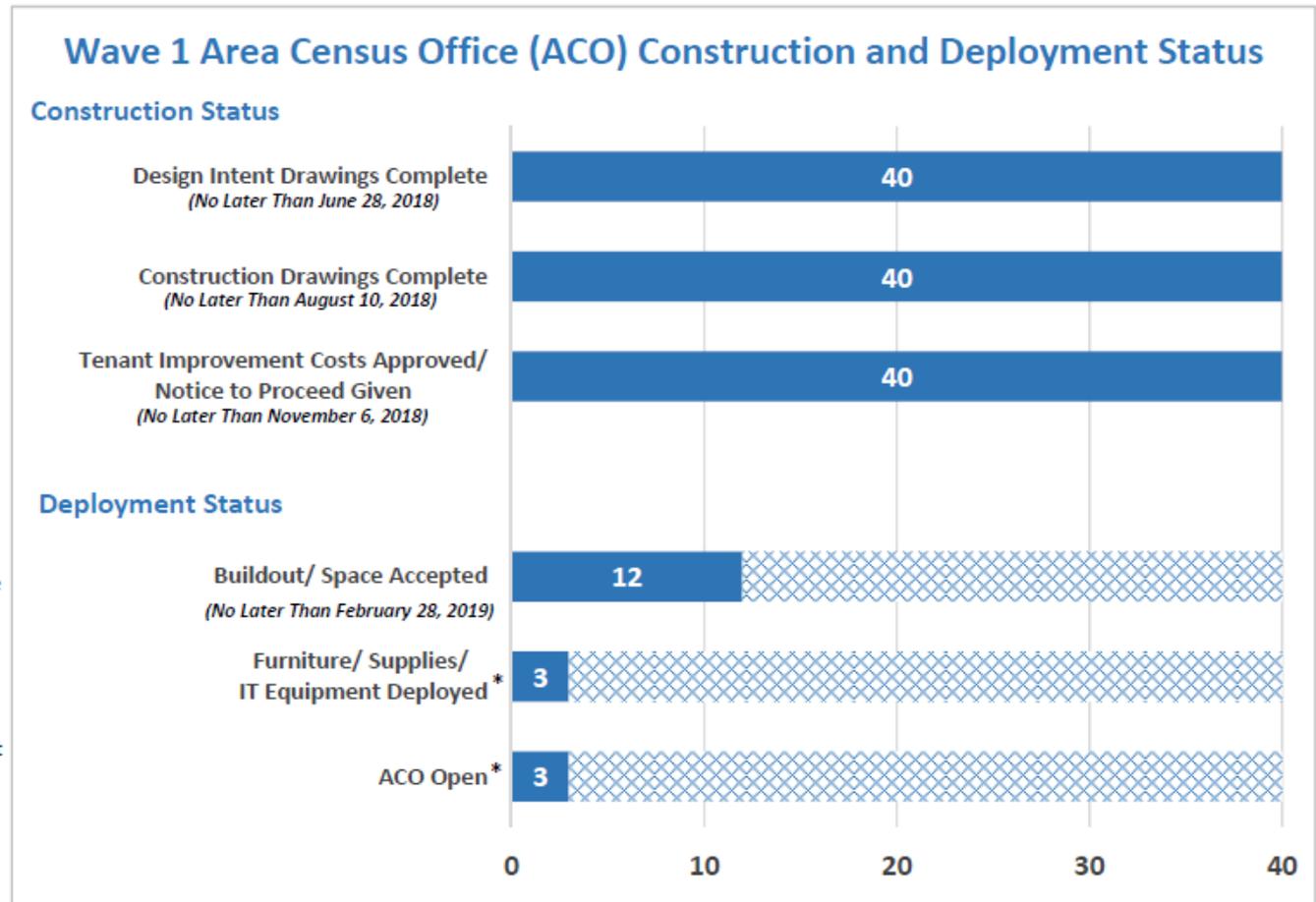
Timeframe:

January – March 2019

Notes:

The Accepted ACOs include Beckley, WV, Seattle, WA, and Providence, RI. Providence opened for Peak Ops, 2018 End-to-End Census Test.

*This number will only reach 39. These activities will occur in Wave 2 for the Caguas, Puerto Rico (PR) ACO due to the decision to place PR in the Update Leave Type of Enumeration Area. As a result, Address Canvassing will not take place in PR, so the Caguas ACO does not need to open in Wave 1.



The Department of Commerce continues to work with GSA on the overall space acquisition and lease management process, and Census continues to work with GSA to ensure all tasks remain on target.

Periodic Performance Management Reports

Area Census Office Lease Status – Wave 2

Status:

● *Requires Attention*

Data current as of:

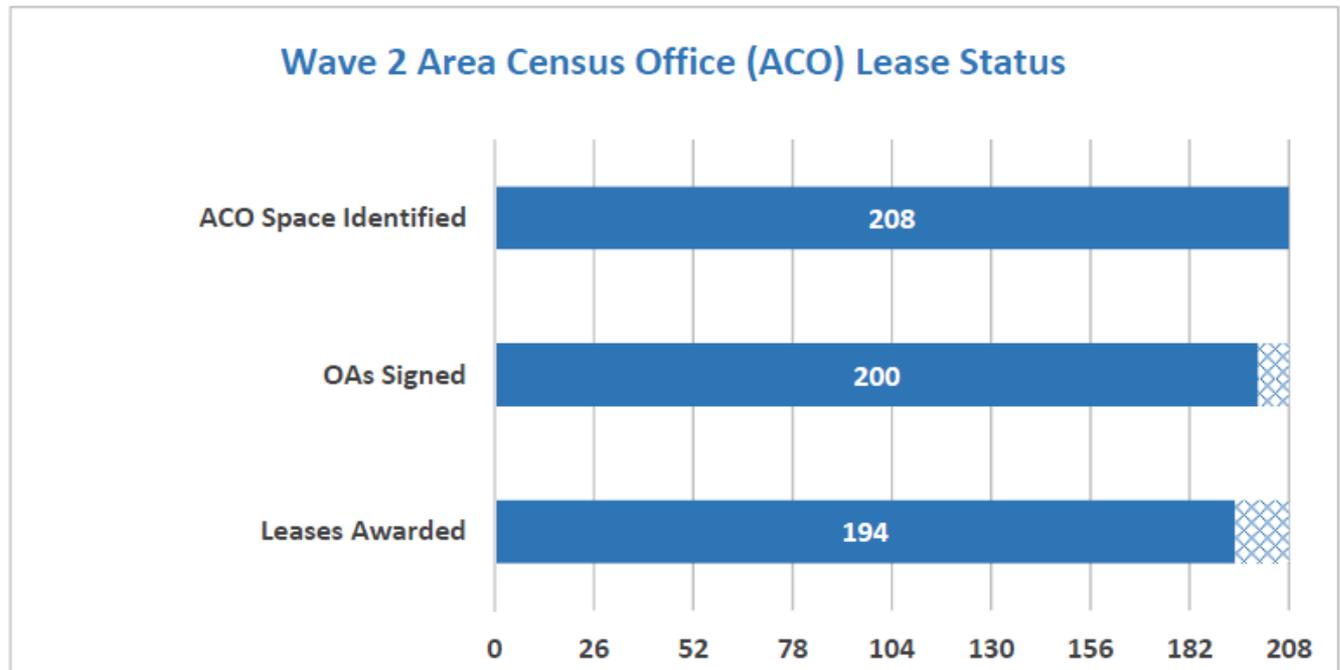
December 31, 2018

Completion Date (adjusted):

December 15, 2018

Notes:

FLD is actively working with GSA to award 100% of the Wave 2 leases at the earliest date possible.



The Department of Commerce continues to work with GSA on the overall space acquisition and lease management process, and Census continues to work with GSA to ensure all tasks remain on target.

Source: *Weekly Field Division Report; emailed update December 31, 2018*

Periodic Performance Management Reports

Area Census Office Construction and Deployment Status – Wave 2

Status:

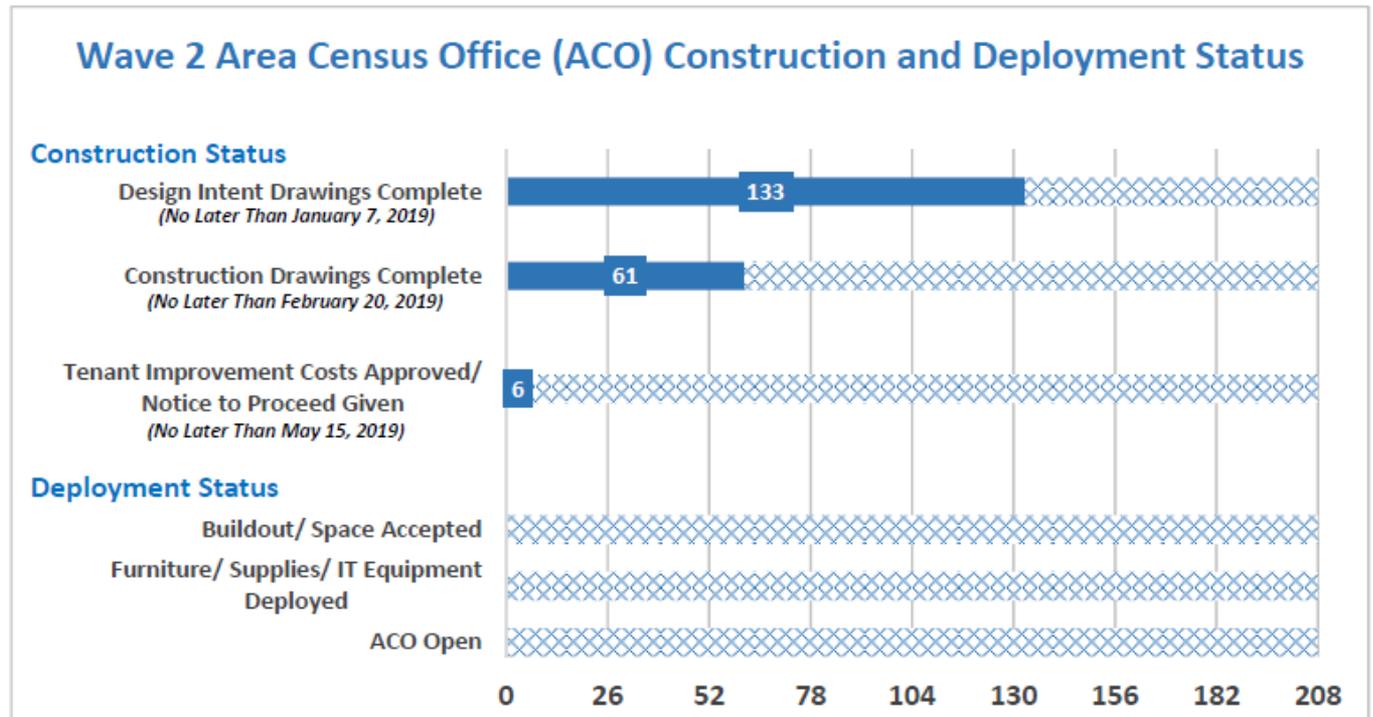
● Requires Attention

Data current as of:

December 31, 2018

**Wave 2 ACO Opening
Timeframe:**

June – September 2019



The Department of Commerce continues to work with GSA on the overall space acquisition and lease management process, and Census continues to work with GSA to ensure all tasks remain on target.

Periodic Performance Management Reports

2020 Census: Local Update of Census Addresses (LUCA) Returns

Final

Status:

● *Completed*

Data current as of:

December 15, 2018

Completion Date (Revised):

December 15, 2018

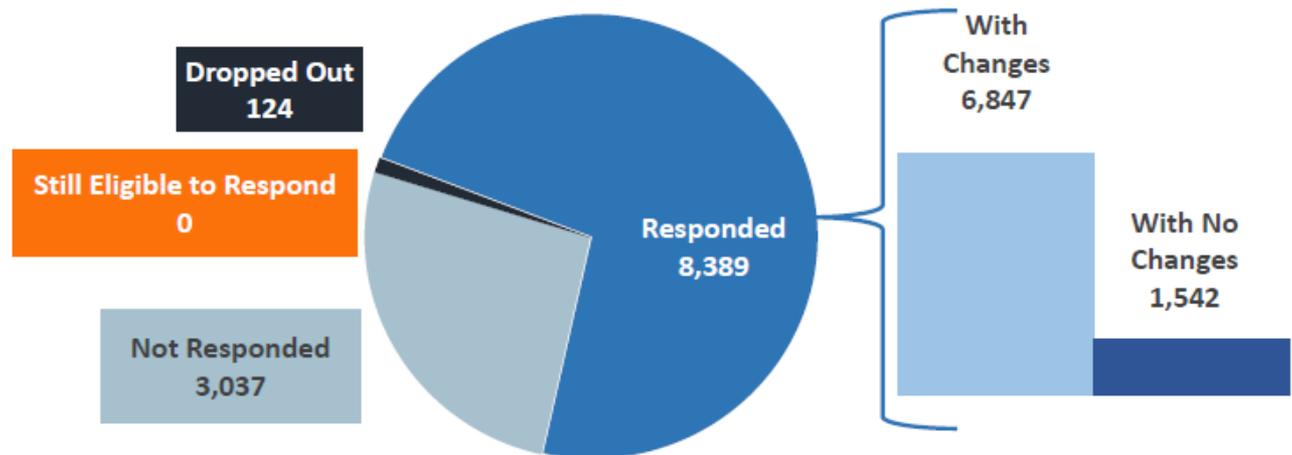
Notes:

- To accommodate processing of late files and time to work with partners whose submission fails in processing, we have extended the completion date to December 15th.
- Late files will no longer be accepted.
- For the 125 governments that dropped out, the reasons cited were:
 - 71 cited "Participating with a higher level government"
 - 27 cited "No time/too busy"
 - 17 cited "Other"
 - 18 cited "Insufficient staff"
 - 6 cited "Lack of funds"
 - 4 cited "No local address list available"

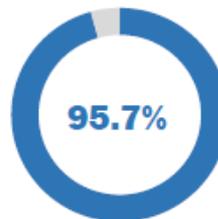
*Partners can select more than one reason for dropping out so the reasons # is higher than 124.

Governments Registered to Participate

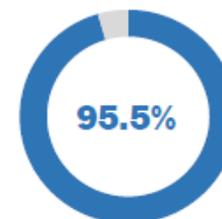
Total Governments Registered: 11,550



Coverage Measures



Of the population covered



Of the housing covered

Source: 2020 LUCA Processing Flow Daily Report

Periodic Performance Management Reports

2020 Census: Community Engagement Partnership Specialists

Status:

● *On Track*

Data current as of:
December 27, 2018

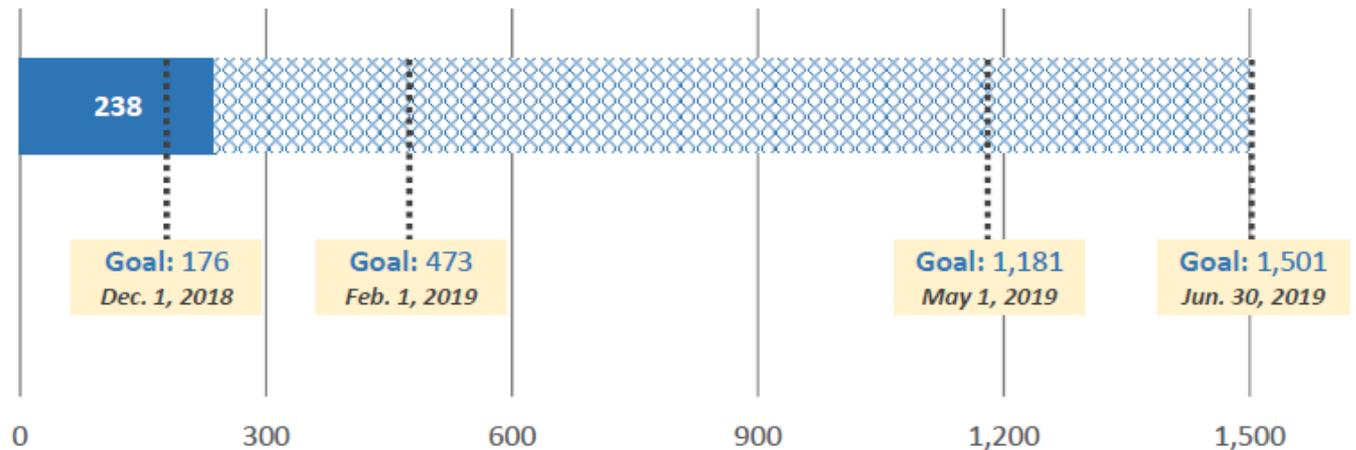
Completion Date:
(1,501 Partnership Specialists)
June 30, 2019

Partnership Specialist Staffing Overview

Offers Made <i>(awaiting acceptance)</i>	Offers Accepted <i>(awaiting clearance)</i>	Partnership Specialists Hired
51	176	238

Current Status and Projections for Staffing Partnership Specialists

Notes:



Source: NFC Staffing

Periodic Performance Management Reports

Paper Data Capture/Logistics Center – Space Acceptance & Opening Status

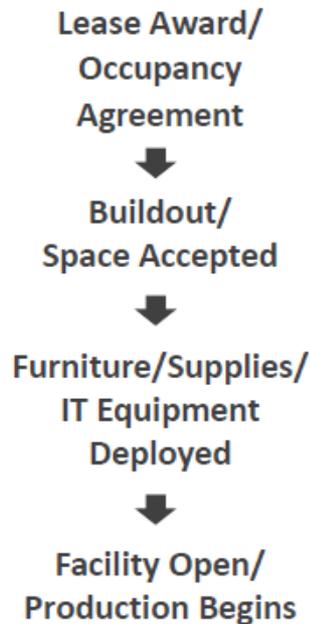
Status:

 Management Focus

Data current as of:
December 27, 2018

Notes:

- **Logistics** – building issues being addressed
- **PDCC East** – tentative construction schedule may require rescheduling furniture delivery, management offices open using existing or logistics furniture/equipment/supplies, Notice to Proceed (NTP) issued
- **PDCC West** – contracting methodology for buildout confirmed (GSA taking the lead), construction schedule in development



Paper Data Capture Center (PDCC) Status

Jeffersonville Logistics	Jeffersonville PDCC (East)	Phoenix PDCC (West)
 Lease Award: August 1, 2017 Occ Agreement: April 9, 2018	 Lease Award: August 1, 2017 Occ Agreement: April 9, 2018	 Occ Agreement: July 24, 2018 Lease Award: July 26, 2018
 Accepted: February 2, 2018 Buildout: Nov 27, 2017 – June 6, 2018	 Accepted: June 2018 Buildout: Sept 10, 2018 – April 1, 2019	 Accepted: July 2018 Buildout: Feb 12, 2019 – June 1, 2019
 Furniture: May 8-18, 2018 IT: April 16 – August 30, 2018 Supp: Apr 16–Aug 30, 2018	 Furniture: Feb 4-28, 2019 IT: February 1 - May 16, 2019 Supplies: April 9 - July 31, 2019	 Furniture: June 3-14, 2019 IT: June 17 - June 28, 2019 Supplies: Jul 1 - Sept 1, 2019
 Open-mgmt staff: Jul 2, 2018 Open- for kits: Aug 30, 2018 Production: Nov. 5, 2018	 Open- mgmt staff: Nov 9, 2018 Open- for TRR: June 24, 2019 Production: March 2, 2020	 Open- HR staff: July 19, 2019 Open- mgmt staff: Oct 1, 2019 Production: March 2, 2020

Legend

Not Started	Completed	On Track	Management Focus	Requires Attention
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Periodic Performance Management Reports

2020 Census: Applicant Status for Early Operations

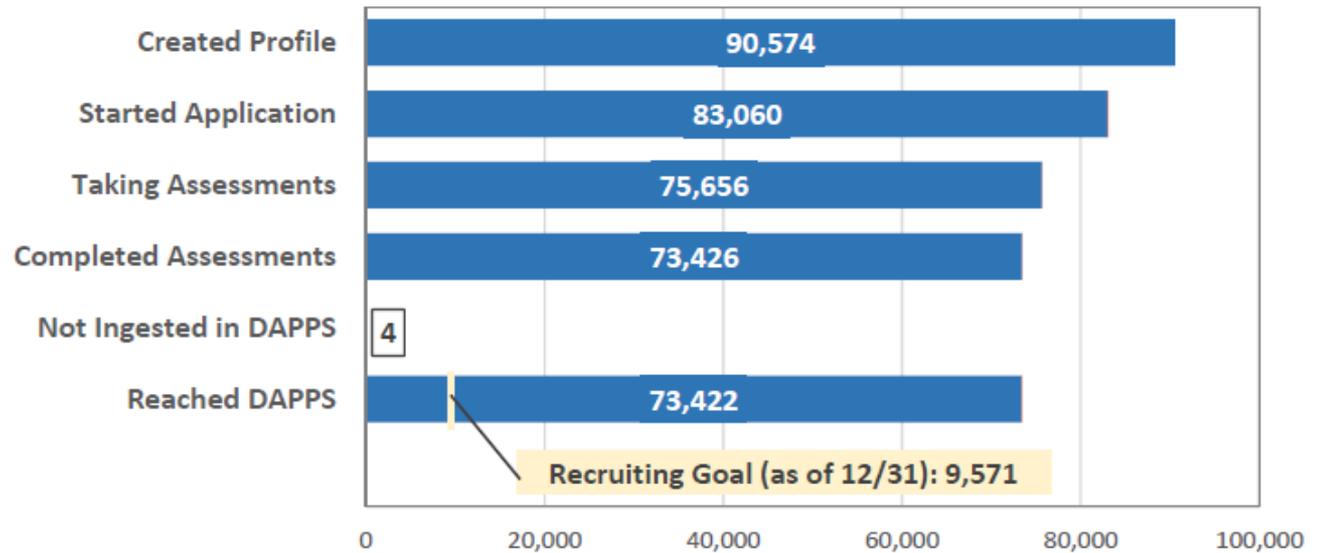
Status: ● On Track

Data current as of:
December 31, 2018

Completion Date:
June 7, 2019

Notes:

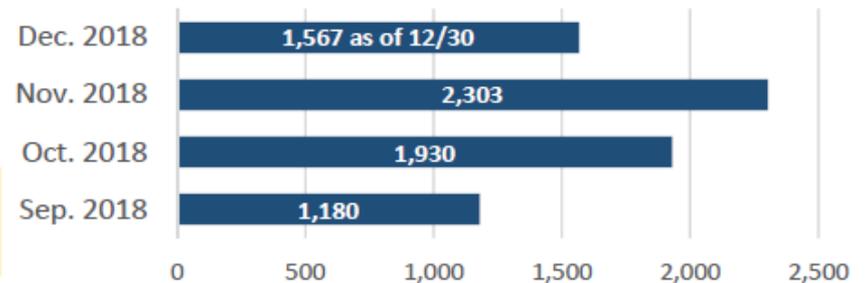
Steps in Applying for a Position for Early Operations



Help Desk Calls

Total: 6,980

7.7% of applicants contacted the Help Desk since September 2018



Periodic Performance Management Reports

2020 Census: Onboarding Status for Early Operations Recruiting Assistants

Status:

● Requires Attention

Data current as of:

December 31, 2018

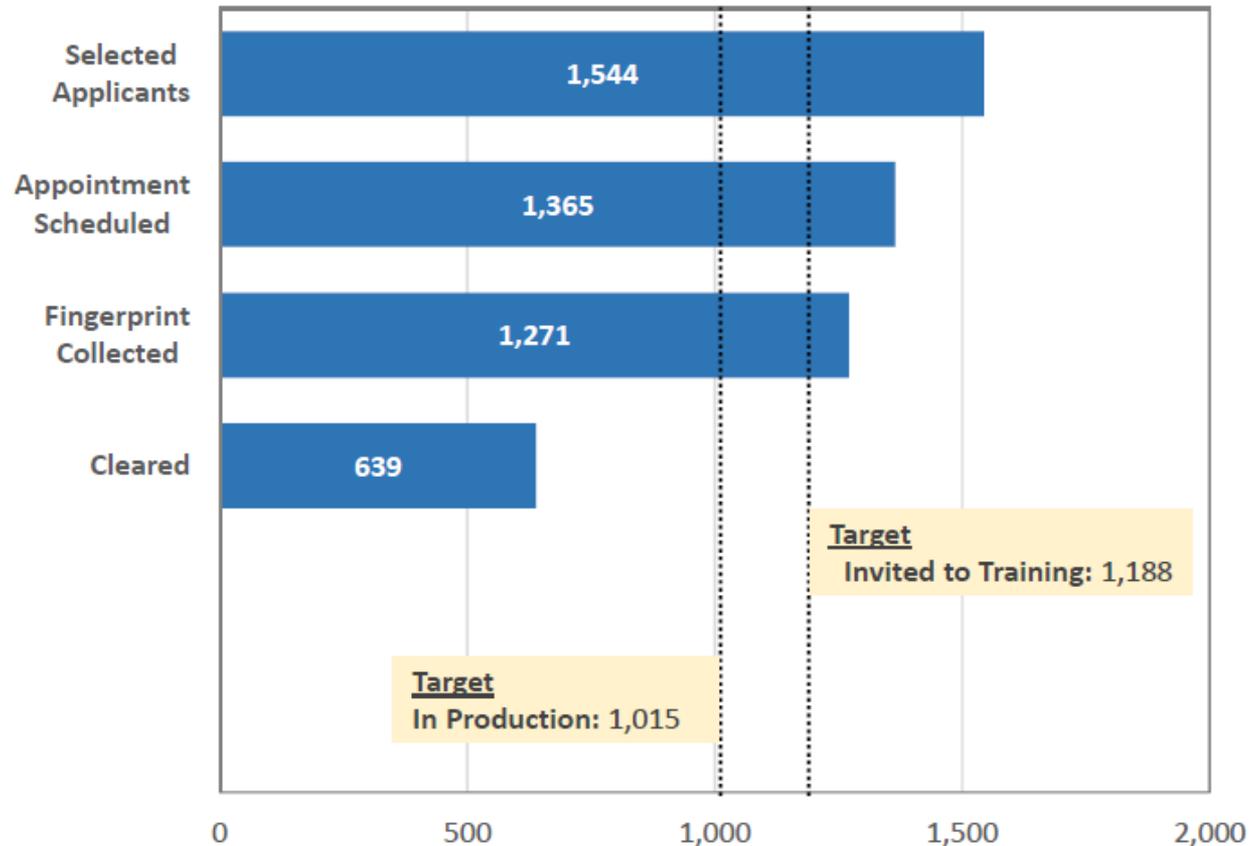
Completion Date:

February 8, 2019

Notes:

- During the selection period, selections were made for 1,544 for Recruiting Assistant Positions. This exceeded our initial target of 1,523.
- The actual number of selections will continue to increase beyond 1,544 as a result of staff attrition.
- The number of appointments scheduled decreased from 1,367 to 1,365 due to selectees declining positions.

Steps in Onboarding



Periodic Performance Management Reports

2020 Census: Questionnaire Assistance Contact Center Site Status

Status:

 Management Focus

Data current as of:

December 27, 2018

Completion Date:

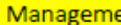
July 1, 2019

Notes:

- Kansas City and Tempe leases have been signed.
- Nashville lease is under final review by legal for the remaining open items.
- San Antonio changed to management focus due to stalled lease negotiation for a term of only two years. An alternate location in El Paso will be visited the first week of January.
- Draft lease terms received from top two NENS sites in NY.

Site	Lease Award	Floor Plan Approval	Permits Obtained	General Contractor Hired	Build-Out	Site Open
1. Jacksonville, FL						
2. Pueblo, CO						
3. Irving, TX						
4. Blythewood/Columbia, SC						
5. Tempe, AZ						
6. Tamarac, FL						
7. Nashville, TN						
8. Kansas City, MO						
9. San Antonio, TX						
10. Non-English Non-Spanish Dedicated Bilingual Site (TBD)						

Legend

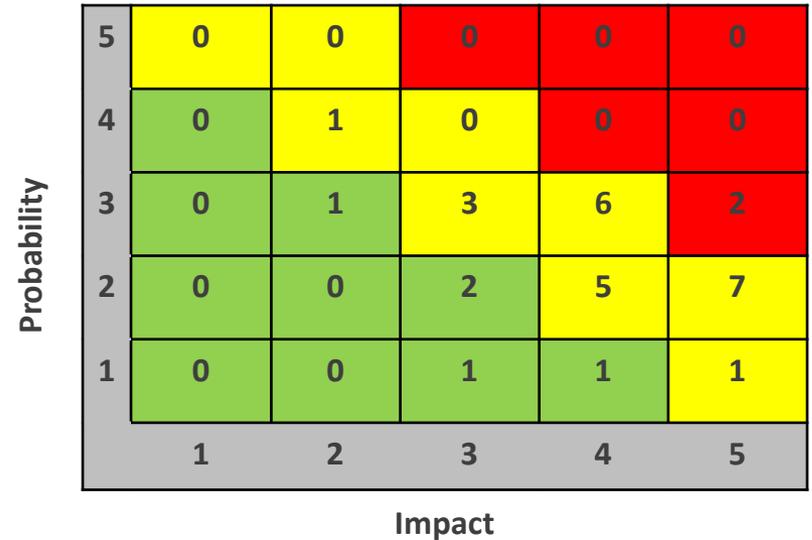
 Not Started	 Completed	 On Track	 Management Focus	 Requires Attention
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Source: Census Questionnaire Assistance Integrated Master Schedule

2020 Census

Portfolio Risk Management – Risk Register

Quadrant	Total Risks	%
RED	2	6.67%
YELLOW	23	76.67%
GREEN	5	16.67%
TOTAL	30	100%



The selected risks that follow represent the major concerns that could affect the design or the successful implementation of the 2020 Census.

- Public Perception of Ability to Safeguard Response Data (Probability 3, Impact 5) **RED**
- Cybersecurity Incidents (Probability 3, Impact 5) **RED**

2020 Census Obligations and Commitments

As of November 30, 2018

(Cumulative \$ Millions)	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
2020 Census Total												
2020 Census Total Plan	\$487.0	\$579.5	\$747.3	\$1,077.6	\$1,269.3	\$1,391.4	\$1,595.4	\$1,693.5	\$1,900.9	\$2,117.7	\$2,662.7	\$2,934.7
2020 Census Total Obligations/Commitments	\$363.3	\$444.2										
2020 Census Total Variance Against Plan	\$123.7	\$135.3										
2020 Operations (Non IT)												
2020 Operations Plan	\$196.3	\$272.3	\$340.1	\$537.3	\$592.5	\$657.7	\$740.6	\$822.2	\$956.9	\$1,095.3	\$1,494.9	\$1,758.0
2020 Operations Obligations/Commitments	\$116.0	\$144.9										
2020 Operations Variance Against Plan	\$80.3	\$127.4										
2020 IT												
2020 IT Plan	\$290.7	\$307.2	\$407.2	\$540.3	\$676.8	\$733.7	\$854.8	\$871.3	\$944.0	\$1,022.4	\$1,167.8	\$1,176.7
2020 IT Obligations/Commitments	\$247.3	\$299.3										
2020 IT Variance Against Plan	\$43.4	\$7.9										
CEDCaP (Non-Add, Assumed in the EDCaDS PPA)												
CEDCaP Plan	\$15.7	\$30.3	\$37.2	\$44.7	\$50.5	\$54.3	\$59.1	\$63.9	\$74.6	\$76.1	\$77.5	\$78.8
CEDCaP Obligations/Commitments	\$11.0	\$29.0										
CEDCaP Variance Against Plan	\$4.7	\$1.3										

The 2020 Census Program (including CEDCaP) committed or obligated 15.73% of the fiscal year operating plan of \$3.008 billion through November.

The variance of \$127.4 million against the original plan in 2020 Census non-IT operations is made up of \$21.2 million in salary lapse and \$106.2 million surplus in contracts and other objects due to delays in commitment dates within the first two months of the fiscal year.

The variance of \$7.9 million against the original plan in 2020 Census IT systems and operations is made up of \$1.9 million in salary lapse and \$6.0 million in contracts and other objects due to delays in planned commitments and obligations that will resolve later in the fiscal year, offset by the early commitment of the FITd contract originally planned in the month of December.

The \$1.3 million variance against the original plan in CEDCaP is made up of \$0.8 million in salary lapse and \$0.5 million in contracts and other objects due to delays in planned commitments that will resolve before the end of the first quarter.

