



**A Message from the Acting Director, U.S. Census Bureau:**

We request your participation with two very important Public Sector surveys, the **2021 Government Units Survey** and the **2021 Annual Survey of Public Employment & Payroll**. The **2021 Government Units Survey** (conducted every 5 years) is the first component of the 2022 Census of Governments and contributes to the official count of local governments in the U.S. The **2021 Annual Survey of Public Employment & Payroll (ASPEP)** is the only source of comprehensive information on the employment and payroll for state and local governments in the United States. Complete the 2021 ASPEP for the pay periods that include March 12, 2021. Information collected from these surveys serves as an integral part of the foundation for developing national economic and public policy by measuring public activity. These separate surveys can be accessed on the Internet with the following authentication code and instructions.

**Authentication Code:**

**Due Date:**

1. **Register OR sign in** at <https://portal.census.gov>
2. **Add** your authentication code.
3. **Report** by clicking on "REPORT NOW." You can return to your account over multiple sessions to complete these surveys.

Information about the authority, confidentiality, and burden of these data collections can be found on the back of this letter.

For assistance with completing these surveys, please sign into your Census Bureau account or call the appropriate customer help line from Monday through Friday, 8:00 a.m. to 5:00 p.m. Eastern time. For assistance with the **Government Units Survey**, call the customer help line at 1-888-369-3613 (option 4) and for assistance with the **Annual Survey of Public Employment & Payroll**, call the customer help line at 1-800-832-2839.

**Thank you** in advance for your time and participation, and for helping the U.S. Census Bureau measure America's people and economy.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Jarmin".

Ron S. Jarmin  
Acting Director

**GUS-ASPEP-L1**  
(02-03-2021)

**OMB Number**

These collections have been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number for the Government Units Survey is 0607-0930 and for the Annual Survey of Public Employment & Payroll is 0607-0585; and these appear in the top right corner of each reporting screen. Without this approval, we could not conduct these surveys.

**Authority and Confidentiality**

Title 13, United States Code, Sections 161 and 193, authorizes the U.S. Census Bureau to conduct the 2021 Government Units Survey. Title 13, United States Code, Sections 161 and 182, authorizes the U.S. Census Bureau to conduct the Annual Survey of Public Employment & Payroll and request your voluntary assistance. These data are subject to provisions of Title 13, United States Code, Section 9(b), which exempts data that are customarily provided in public records from rules of confidentiality.

**Burden Estimate Statement**

We estimate the Government Units Survey will take an average of 15 minutes to complete. This estimate includes the time to review instructions, search existing data sources, gather and maintain the data needed, and complete and review the survey.

We estimate the Annual Survey of Public Employment & Payroll will take an average of 10 to 90 minutes to complete. Factors such as government size, complexity and activity will affect your actual time to complete the survey. This estimate includes the time to review instructions, search existing data sources, gather and maintain the data needed, and complete and review the survey.