

There are 4 primary steps to the 2010 US Census. The first two steps will happen in 2009. Throughout all 4 steps, there is no reason for a census worker to need to enter the shelter.

Step 1 –March 30 to July 17, 2009

Address Canvassing Operation to confirm that addresses actually exist.

- Goal #1 - Determine that a building at a specific address exists
- Goal #2 – Determine how many units there are at that address
- Goal #3– Determine what type of residence it is (single family, group, apartment complex, etc)

EXAMPLE: The shelter employee or manager who responds to their knock on the door should be able to simply say, “Yes, this is 123 main street and there are 6 apts. here.” OR “Yes, this is 456 main street and it is a group living quarters.”

Through July 17, this is all the information the US Census should require. During this time period, they may ask if the building is a shelter, etc. Its okay to tell them that it is a group living home. You do not have to specify that it is a domestic violence shelter.

From July 17, 2009 through September 27, 2009, nobody from the US Census should come door-to-door.

Step 2 –September 28 to October 23, 2009

Group Quarters Validation Operation to determine type of Group Quarters.

- Goal – Determine what type of Group Quarters your shelter is (living facility for people with disabilities, retirement home, etc)
- When someone visits between Sept 28, 2009 through October 23, 2009, what will they ask? *(See FAQ's below if you have concerns)*
 1. They will ask you to verify that they are at the address they think they're at.
 2. They will ask your name
 3. They will ask what kind of group quarters your shelter is. Most domestic violence shelters will fall under the category of “a shelter for people experiencing homelessness.”
 4. They will ask the telephone number of the shelter. It's okay to give them the phone number of your main office.
 5. They will ask your job title. (They just want to ensure that they are speaking to someone who has some authority to answer their questions).
 6. They will show you a Flashcard to allow you to select what category your shelter falls into, and again, your organization will probably fall under the category of “a shelter for people experiencing homelessness”

7. They will ask for the full name of your shelter. Give them your Agency's name.
8. They will ask whether you're a general homeless shelter or if you are specific to domestic violence, etc.
9. They will ask for the maximum number of people that can live there.
10. This will conclude the information they need to know.

Steps 3 and 4

Steps 3 and 4 will happen in 2010. Someone from your local census bureau field office will want to meet with a representative from your organization to: 1) verify and update the Census Bureau's information on group quarters collected during **(Step 2)** and 2) provide individual census forms for you to give the people in your shelter to fill out. Residents of domestic violence shelters can do this anonymously, without sharing their name or former address. More information about this will follow, as we get closer.

FAQ's

How do we benefit from participating?

Federal and State government use US census data to determine where social service money goes. CDBG grants (community development block grants) are just one of many services that are highly dependent upon census data.

How do I tell if somebody is really working for the census bureau?

1. They should have a badge. It most likely won't have their picture on it (though it may if they're at a manager level). It will be about the size of a credit card and printed with red or blue writing. There will be a US flag in the corner, and a large seal in the middle. Across the bottom in capital letters, it will say OFFICIAL CREDENTIAL. (See attachment for a sample badge)

1. They should be carrying a handheld computer (like the one delivery people carry) (for Address Canvassing only)
2. They must be able to provide the Confidentiality notice (See attachment)

What do I do if they show up at the door of the shelter and I'm not authorized to answer their questions (i.e. my program has decided that the shelter director will answer all questions) OR What do I do if I'm just not sure what to do.

1. Explain that it is a group residence and that the census worker will need to speak to your supervisor. Provide the census worker with your supervisor's phone number.

If you have questions or concerns, please contact the National Network to End Domestic Violence at safetynet@nnedv.org