



NAACP LEGAL DEFENSE AND EDUCATIONAL FUND, INC.

COUNT ME IN: CENSUS GUIDE 2020

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NAACP LEGAL DEFENSE
AND EDUCATIONAL FUND, INC. (LDF)

NEW YORK OFFICES

40 Rector Street
New York, NY 10006
212.965.2200

D.C. OFFICES

700 14th Street N.W.
Washington, DC 20005
202.682.1300

Sherrilyn Ifill
President & Director-Counsel

Janai Nelson
Associate Director-Counsel

The NAACP Legal Defense and Educational Fund, Inc. ("LDF") is the first and foremost civil and human rights law firm in the United States. Founded in 1940 under the leadership of Thurgood Marshall, LDF's mission has always been transformative—to achieve racial justice, equality, and an inclusive society. Through litigation, advocacy, and public education, LDF continues to advance issues of education, voter protection, economic justice, and criminal justice. LDF has been a separate organization from the NAACP since 1957.

For more information about LDF, visit us online:
www.naacpldf.org

AUTHORS

Leah Aden and Steven Lance

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David Buckley, Kayla Vinson, Catherine Meza, Deuel Ross, Zachery Morris, Aaron Sussman, Huma Akhtar, and Fadilat Olasupo.

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DEFEND EDUCATE EMPOWER

QUICK FACTS

1

THE 2020 CENSUS FORM SHOULD ONLY TAKE ABOUT 10 MINUTES TO COMPLETE. YOU CAN FIND A SAMPLE COPY OF THE CENSUS QUESTIONNAIRE AT THE END OF THIS GUIDE IN APPENDIX A.

2

YOUR RESPONSES TO THE CENSUS QUESTIONNAIRE ARE CONFIDENTIAL. ALL CENSUS BUREAU WORKERS SWEAR AN OATH TO KEEP YOUR INFORMATION CONFIDENTIAL, AND BY LAW THE INFORMATION IN YOUR RESPONSES CANNOT BE SHARED WITH THE POLICE, IMMIGRATION AND CUSTOMS ENFORCEMENT (ICE), THE FEDERAL BUREAU OF INVESTIGATION (FBI), OR THE INTERNAL REVENUE SERVICE (IRS).

3

THERE WILL NOT BE A CITIZENSHIP STATUS QUESTION ON THE 2020 DECENNIAL CENSUS.

CENSUS TAKERS ARE NOT LAW ENFORCEMENT OR ICE. IF A CENSUS TAKER OR CENSUS BUREAU AGENT COMES TO YOUR DOOR, THEY WILL IDENTIFY THEMSELVES AS SUCH AND PRESENT ID AS WELL.

4

ALL RESIDENTS OF THE UNITED STATES SHOULD PARTICIPATE IN THE DECENNIAL CENSUS. YOU SHOULD PARTICIPATE IN THE CENSUS IF YOU ARE A RESIDENT OF ONE OF THE 50 STATES, THE DISTRICT OF COLUMBIA, OR A U.S. TERRITORY LIKE PUERTO RICO, THE U.S. VIRGIN ISLANDS, AND GUAM.

GENERALLY, PEOPLE ARE COUNTED WHERE THEY USUALLY LIVE AND SLEEP; AND THAT INCLUDES ALL MEMBERS OF THE HOUSEHOLD—BABIES, CHILDREN, TEENAGERS, ADULTS, AND THE ELDERLY.

QUICK FACTS

EVERYONE'S PARTICIPATION IN THE CENSUS IS CRUCIAL BECAUSE CENSUS DATA IS USED TO DETERMINE RESOURCES THAT ARE VITAL TO THE LIVELIHOODS OF YOUR FAMILY, YOUR COMMUNITY, AND *YOU*:

FEDERAL AND STATE FUNDING:

The United States government, along with your state's government, uses the data gathered from the Census to allocate funding to your community. Research published by the U.S. Census Bureau found that in 2015, Census Bureau data was used to distribute more than \$675 billion in federal funds.¹

PUBLIC SERVICES:

The location and funding of schools, roads, job training centers, services for the elderly, hospitals, childcare centers, neighborhood improvements, and more are all determined by Census data.

VOTING RIGHTS:

The 435 seats of the U.S. House of Representatives are apportioned to all 50 states based on population data from the Census. States with larger populations get proportionally more representatives. Additionally, population and demographic data from the Census is used for redistricting throughout all 50 states, influencing the boundary lines for voting districts for Congress, state legislatures, school boards, city councils, and more.

CIVIL RIGHTS:

Census data is used to monitor the violation of civil rights across the country, working to combat discrimination in many areas of life.



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WHO CAN PARTICIPATE?

Everyone who lives in the United States can participate in the Census! You do not have to be an American citizen or permanent resident; you just have to live in the U.S. as of April 2020. The decennial Census occurs only once every ten years, and the data that it yields are used to make crucial government decisions about representation in the federal House of Representatives and in state and local government, as well as funding allocation for government services. It is important for everyone who can participate in the Census to do so.

In past decades, the Census Bureau has undercounted many of our communities. Because of different variables like age, citizenship status, language capacities, and neighborhood locations, some people are persistently missed by the Census count. This is a problem because communities where people are undercounted can end up being shortchanged on government funding and political power. People who live in areas that are more likely to not be counted are called Hard-To-Count (HTC) populations. For the 2020 Census, the Census Bureau will establish Questionnaire Assistance Centers (QACs) to help make sure that HTC populations are counted correctly. More information on QACs will be provided later in this guide.





WHO CONDUCTS THE CENSUS?

The Census Bureau and its employees conduct the Census. Before and after the Census, Bureau agents may approach your home during “canvassing,” and “non-response follow-up,” which are two phases in their effort to ensure that everyone is counted and that no one is left out. Census Bureau employees are not law enforcement or immigration officials; they are required to present valid identification credentials when they approach your home. (Note: If you would rather not interact directly with Census workers, simply respond to the Census at your first opportunity—that will make “non-response follow-up” unnecessary.)

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WHAT IS THE CENSUS?

The Census is a nationwide count of how many people live in the United States of America; it is conducted by the Census Bureau every 10 years. The Census aims to count every person residing in the United States so as to draw electoral districts that serve everyone—and to determine how, where, and to whom hundreds of billions of federal dollars should be allocated.

WHAT IS THE DIFFERENCE BETWEEN THE PUBLICLY RELEASED CENSUS DATA & THE CONFIDENTIAL PERSONAL INFORMATION THAT IS COLLECTED BY THE CENSUS?

The personal information you provide on the Census form includes information that is specific to you and the people who live in your household. That information stays confidential. The Census data are the anonymous statistics that the Census yields, which are combined totals of all of the information you and others provide on Census forms. That information is what the government needs for redistricting and federal programs. The main difference between personal information and Census data is that personal information could be used to identify specific people, but Census data only gives the combined statistics, without any names, addresses, or other details, to protect the identities of individuals Census participants.

While Census data is released to the public, as required by law,² the personal information that is provided on the Census form must be kept confidential according to U.S. law. Thus, the data the Census yields can be used for purposes of redistricting and funding allocations, while simultaneously protecting the identities and personal information of all participants.



WHAT IS THE AMERICAN COMMUNITY SURVEY? WHAT IS THE DIFFERENCE BETWEEN IT & THE DECENNIAL CENSUS?

The American Community Survey (ACS) is a survey conducted by the U.S. Census Bureau on a yearly basis to gather information on samples of the U.S. population. The difference between the ACS and the decennial Census is that the Census is a count of everyone in the nation that occurs every 10 years, while the ACS is a smaller-scale survey that the Census Bureau conducts every year to “provide up-to-date information about the social and economic needs of your community.”³ The information that is gathered on the ACS is similar to the Census, but not precisely the same. Only a sample of the American population is chosen to participate in the ACS, and if you are selected you are legally obligated to respond to the best of your ability.⁴ Although decennial Census data is commonly used for redistricting purposes because it tends to be more accurate, ACS data can also be useful for redistricting.⁵



WHAT IS ‘UNDERCOUNTING’ & WHY DOES IT MATTER?

Undercounting is exactly what it sounds like: it occurs when individuals and communities are missed or left out in the total Census count. One might think that undercounting isn’t a big deal, but it actually has huge costs—both in terms of political representation and especially when it comes to funding. A common misconception for some people is that politicians decide where federal funding goes; in fact, for many programs, a formula determines the allocation of funds, and some of the most important components of that formula are statistics from the decennial Census. This means that communities that are undercounted get less funding than they deserve. And there are long-term stakes: these Census statistics will influence funding allocation not only for 2020, but for the entire decade until the next decennial Census is conducted in 2030. Therefore, undercounting can impact the lives of millions, and we must commit ourselves to preventing it in 2020 if we want our communities to receive their fair share of federal funds.



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WHERE DOES MY INFORMATION GO?

Your Census information, first and foremost, is protected by law; the information you provide must be kept confidential and cannot be shared with ICE or law enforcement.

For the 2020 Census, the Census Bureau will implement a system of “differential privacy” to ensure that the information contained in your Census questionnaire remains private. As mandated by law, the Census Bureau must release the aggregated population data to the public so it can be used for redistricting across the nation;⁶ but in order to prevent this data from allowing for participants in the Census to be traced, the Census Bureau will jumble the microdata so that no one’s personal information can be reconstructed, and to protect the security of your Census responses. Differential privacy makes the data set only slightly less accurate. But, more importantly, it protects the sensitive data within it.⁷



Photo: Getty/Kate, Sept 2004

WHERE IS THE CENSUS TAKEN?

The Census is taken in all 50 states, the District of Columbia, and U.S. territories like Guam, the U.S. Virgin Islands, and Puerto Rico. The goal is to count every person residing in the United States. Most people fill out Census forms that they receive in the mail, and then mail in their responses to the Census Bureau. In 2020, the Census Bureau is making it easier to respond to the questionnaire online, shifting its method of taking the Census from predominantly mail-in responses to mostly internet responses. However, some people do not have the means to complete either method of responding to the Census; this means that Census Bureau agents will travel to areas where residents are especially at risk of being overlooked during the count. These areas can be urban or rural, and are often neighborhoods with low English-proficient populations, high populations of people without homes, or high populations of other marginalized and under-resourced communities.



Photo: Getty/Laura Olivas

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MARCH 2020

SELF-RESPONSE BEGINS: CENSUS QUESTIONNAIRES WILL BE MAILED OUT AND PEOPLE WILL BE INVITED TO RESPOND TO THE CENSUS ONLINE AS WELL.

MAY – JULY 2020

NON-RESPONSE FOLLOW-UP (NRFU) BEGINS, CENSUS TAKERS WILL MAKE IN-PERSON VISITS TO HOUSEHOLDS THAT HAVE YET TO RESPOND TO CENSUS QUESTIONNAIRES TO GATHER THEIR RESPONSES. REMEMBER: CENSUS TAKERS ARE NOT LAW ENFORCEMENT, NOR ARE THEY AFFILIATED WITH LAW ENFORCEMENT. THEY WILL PRESENT OFFICIAL CENSUS BUREAU ID. TO MINIMIZE THE NEED FOR NRFU, COMPLETE THE CENSUS QUESTIONNAIRE BY APRIL 1, 2020.

FEBRUARY – MARCH 2021

CENSUS BUREAU RELEASES DATA ON POPULATION, DEMOGRAPHICS, AND OTHER IMPORTANT STATISTICS TO BE USED FOR REDISTRICTING ACROSS THE NATION. THIS DATA IS IMPORTANT BECAUSE IT PROMOTES THE DEVELOPMENT OF DISTRICTS THAT ACCURATELY REFLECT WHO LIVES IN THEM THROUGHOUT THE COUNTRY, WHICH RESULTS IN BETTER POLITICAL REPRESENTATION FOR PEOPLE OF COLOR AND MINORITY LANGUAGE GROUPS.

AUGUST – OCTOBER 2019

CENSUS BUREAU OFFICIALS BEGIN TO CANVASS SELECT AREAS ACROSS THE COUNTRY TO ENSURE THAT ADDRESSES ARE UP TO DATE.

APRIL 1, 2020

NATIONAL CENSUS DAY! EVERYONE SHOULD HAVE SUBMITTED THEIR RESPONSES TO THE CENSUS QUESTIONNAIRE BY THIS DAY.

DECEMBER 2020

CENSUS POPULATION DATA WILL BE DELIVERED TO THE U.S. PRESIDENT BY THE END OF THE MONTH. THIS DATA WILL BE USED TO REAPPORTION THE 435 SEATS IN THE U.S. HOUSE OF REPRESENTATIVES.

WHY IS THE CENSUS IMPORTANT? WHY SHOULD I PARTICIPATE?

Census counts determine funding for federal programs such as Medicaid, Medicare, Supplemental Nutrition Assistance Program (SNAP), Highway planning and construction, Section 8, Title 1 Grants to Local Education Agencies, National School Lunch Program, Special Education Grants, State Children's Health Insurance Program (CHIP), Head Start/Early Head Start, nutrition programs, foster care, special education grants, and more. Your participation in the Census helps to directly impact your family's wellbeing in the present and in the future.

If people are undercounted again in the 2020 Census, that will result in severely reduced funding for programs that serve their respective communities. Therefore, it is important that everyone be counted.

The results of the Census are used to draw the lines of the political districts in each state. Having an accurate picture of the population is crucial for ensuring that everyone has a voice in our democracy.

The Census occurs only once every 10 years, which makes each decennial Census all the more important. The results of the 2020 count will influence the nation's policies and funding throughout the next decade.

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WHY ARE YOUNG CHILDREN AT RISK OF BEING UNDERCOUNTED?

Young children between the ages of zero and four are the age group at the highest risk of being undercounted. In 2010, two-thirds of the young children who were left out from the Census lived in “complex households,” meaning that their parents have shared custody of the young children, their families share homes with other families, or there is another complicating factor in the family dynamic.

Most of the time, when children are missed in the Census count, other members of their household actually participated in the Census, and only the young children in the household weren’t counted. Many people who don’t add in their young children in their household count for the Census may not realize that young children should be included. But they should! Babies, toddlers, and other young children are as important for the Census as they are for our communities.

During the 2010 Census, 1 in every 10 young children aged four or younger was not counted. All people living in the U.S. should be part of the Census, regardless of age. Due to the undercounting of young children in the last Census, states lost over \$500 million worth of funding for Medicaid, CHIP, foster care, adoption, and Mandatory Child Care programs.



HOW CAN WE PREVENT THE UNDERCOUNTING OF YOUNG CHILDREN?

The most important thing you can do is to spread the word about the Census!

If you have neighbors, friends, family, colleagues, or acquaintances with young children, make sure to encourage them to participate in the Census, and emphasize that young children should be included in household counts.

Professionals and institutions who have the most contact with children and their parents and guardians are also key in preventing an undercount of young children. These professionals include pediatricians, childcare providers, and teachers. Organizations that can help include schools, libraries, religious institutions, and family resource centers. Make sure to reach out to professionals and institutions like these in your community to ensure that they understand the importance of including young children in Census responses.

Various civil rights and advocacy organizations such as the Partnership for America's Children and the National Association of Latino Elected and Appointed Officials (NALEO) have created materials and resources for use and dissemination. The Partnership for America's Children provides multiple resources, which can be found at the following link: <https://foramericaschildren.org/network-resources>. NALEO has developed the ¡Hágase Contar! Census Campaign for getting out the count, along with a sub-campaign, ¡Házme Contar!, for promoting the count of young children specifically; their materials and resources can be found at www.hagasecontar.org.



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HOW CAN THE CENSUS IMPACT MY CIVIL RIGHTS?

Data from the Census can be used to “implement, monitor and evaluate” civil rights legislation, and the government needs to have an accurate picture of the demographic makeup of the nation to better ensure that everyone’s civil rights are protected.⁸ For instance, Census data shape redistricting processes, which impact people’s access to political power and voting rights. Census data are also used to monitor discrimination, to ensure equal protection under the Voting Rights Act, Civil Rights Act, and Fair Housing Act, and to provide access to healthcare, housing, food, education, and more.

HOW ARE THE DEMOGRAPHICS OF THE UNITED STATES CHANGING?

The demographics of the United States are rapidly changing. Based on data gathered by the Pew Research Center, Latino communities are projected to become the largest minority group in the American electorate by 2020, making up 13.3% of the entire U.S. population.⁹ Moreover, Asian and Latino people make up the largest proportion of immigrants entering the United States; in 2017 they made up 64% of all immigrants.¹⁰ The changing demographics of the United States matter for the Census because these demographic changes in minority populations will only translate into increased funding, resources, and political representation for communities of color *if* they are counted in the Census.



Photo: Getty/KevinKozicki/NickDavid

HOW CAN I GET HELP COMPLETING THE CENSUS?

The Questionnaire Assistance Centers (QACs) were created by the Census Bureau as part of its plan to ensure the proper counting of hard-to-count (HRC) communities. QACs will be located in community establishments such as libraries, after-school programs, and churches, and will be staffed by community members who will offer their assistance to people seeking to complete their Census forms. In addition, staff and virtual assistants at QACs will be able to speak 12 different languages so as to help as many people as possible.



HOW HAS THE CENSUS-TAKING PROCESS CHANGED COMPARED TO RECENT YEARS?

In 2020, unlike in prior decades, the Census will be completed primarily online. This change has potential benefits, as well as potential pitfalls. While it may help to streamline the Census process, it may also lead to greater numbers of undercounted populations, because residents of traditionally undercounted communities are less likely to have access to smartphones, computers, or broadband internet.

Remember, though, that you are not required to complete the Census questionnaire online—you can still complete it over the phone or by mail. If you opt to fill out the form over the phone, you can use the Census Questionnaire Assistance (CQA) operation as a resource. By speaking with a person in real time or through “Interactive Voice Response,” you can use CQA to get help filling out the Census questionnaire over the phone. Additionally, the 2020 CQA operation will include a feature that automatically interprets the language of the person seeking to fill out their questionnaire and adjusts the language of its responses accordingly;¹¹ languages that will be supported for over-the-phone help are Spanish, Chinese (Mandarin and Cantonese), Vietnamese, Korean, Russian, Arabic, Tagalog, Polish, French, Haitian Creole, Portuguese, and Japanese.



HOW LONG DOES IT TAKE TO FILL OUT A CENSUS FORM?

It should only take about 10 minutes to complete the form. Make sure to include the requested information about all members of your household, including babies, children, and the elderly. A sample copy of the Census Questionnaire can be found in Appendix A of this guide.



MYTH

MYTH: PARTICIPATION IN THE CENSUS IS OPTIONAL; AND IF I DON'T PARTICIPATE IT WON'T MAKE A BIG DIFFERENCE BECAUSE THERE ARE SO MANY PEOPLE IN THE UNITED STATES.

#1

FACT: EVERYONE LIVING IN THE UNITED STATES IS REQUIRED BY LAW AND BY THE U.S. CONSTITUTION TO RESPOND TO THE CENSUS. MOREOVER, IT IS IMPERATIVE THAT EVERYONE PARTICIPATES BECAUSE EVERY OMITTED RESIDENT HAS THE POTENTIAL TO SHAPE FUNDING ALLOCATIONS, POLITICAL REPRESENTATION, AND POLICIES FOR THEIR COMMUNITY FOR THE NEXT DECADE OR MORE.

FACT

MYTH

MYTH: THE CENSUS IS USED TO HELP THE FBI, THE POLICE, AND ICE TO FIND AND DETAIN PEOPLE.

#2

FACT: TITLE 13 OF THE U.S. CODE PROTECTS ALL OF THE PERSONAL DATA THAT YOU PROVIDE IN YOUR CENSUS RESPONSE, PREVENTING YOUR INFORMATION FROM BEING SHARED WITH ANY DEPARTMENT OF THE FEDERAL GOVERNMENT OUTSIDE OF THE CENSUS BUREAU, AND NONE OF YOUR INDIVIDUAL DATA MAY BE USED AGAINST YOU BY ANY GOVERNMENT AGENCY OR COURT OF LAW. THE CENSUS BUREAU AND ITS EMPLOYEES ARE COMMITTED TO YOUR CONFIDENTIALITY.

FACT

MYTH

MYTH: DATA FROM THE DECENNIAL CENSUS IS USED TO DETERMINE PROPERTY TAXES AROUND THE COUNTRY.

#3

FACT

FACT: ACTUALLY, PROPERTY TAXES IN THE UNITED STATES ARE NOT DETERMINED ON A FEDERAL LEVEL, BUT BY POLICIES AND TAX RATES SET BY STATES AND MUNICIPALITIES. MOREOVER, THESE GOVERNMENT ENTITIES DO NOT HAVE ACCESS TO RESPONDENTS' CONFIDENTIAL CENSUS RESPONSES, AND THEY DO NOT DETERMINE THE VALUES OF PROPERTY TAXES BASED ON SAID RESPONSES NOR ON CENSUS DATA.

MYTH

MYTH: ONLY CITIZENS OF THE UNITED STATES SHOULD PARTICIPATE IN THE CENSUS.

#4

FACT

FACT: ACCORDING TO THE U.S. CONSTITUTION, ALL PERSONS RESIDING IN THE UNITED STATES ARE REQUIRED TO PARTICIPATE IN THE DECENNIAL CENSUS; TO PARTICIPATE, ONE DOES NOT HAVE TO BE A CITIZEN OR LAWFUL PERMANENT RESIDENT OF THE UNITED STATES. CITIZENS, PEOPLE SEEKING ASYLUM, PEOPLE WITH RESIDENCY PAPERS, REFUGEES, AND UNDOCUMENTED PEOPLE WHO LIVE IN THE UNITED STATES SHOULD ALL COMPLETE THE CENSUS QUESTIONNAIRE. DOING SO WILL HELP YOUR COMMUNITY RECEIVE EQUAL POLITICAL REPRESENTATION AND A FAIR SHARE OF THE TAXES THAT YOU AND YOUR NEIGHBORS PAY. IT IS ESPECIALLY IMPORTANT FOR NON-CITIZENS WHO LIVE IN THE UNITED STATES TO PARTICIPATE IN THE CENSUS, BECAUSE THEY ARE AT A HIGHER RISK OF BEING UNDERCOUNTED, WHICH COULD RESULT IN UNDERFUNDING FOR THE COMMUNITIES IN WHICH THEY LIVE AND CONTRIBUTE.

FOR MORE INFORMATION, CONTACT THE U.S. CENSUS BUREAU:

The Census Bureau has six regional offices to assist with the enumeration process for the 2020 decennial Census. To contact the Census Bureau with any questions, to form a partnership with the Census Bureau, or to help recruit temporary workers for the 2020 Census, contact the partnership coordinator in the regional office serving your location so they can provide more information:

IF YOU LIVE HERE	CALL THIS REGIONAL OFFICE	LOCAL NUMBER	TOLL FREE NUMBER
ALABAMA	ATLANTA	(404) 730-3832	1-800-424-6974
ALASKA	LOS ANGELES	(818) 267-1700	1-800-992-3530
ARIZONA	DENVER	(720) 962-3700	1-800-852-6159
ARKANSAS	CHICAGO	(630) 288-9200	1-800-865-6384
CALIFORNIA	LOS ANGELES	(818) 267-1700	1-800-992-3530
COLORADO	DENVER	(720) 962-3700	1-800-852-6159
CONNECTICUT	NEW YORK	(212) 584-3400	1-800-991-2520
DELAWARE	PHILADELPHIA	(215) 717-1800	1-800-262-4236
DISTRICT OF COLUMBIA	PHILADELPHIA	(215) 717-1800	1-800-262-4236
FLORIDA	ATLANTA	(404) 730-3832	1-800-424-6974
GEORGIA	ATLANTA	(404) 730-3832	1-800-424-6974
HAWAII	LOS ANGELES	(818) 267-1700	1-800-992-3530
IDAHO	LOS ANGELES	(818) 267-1700	1-800-992-3530
ILLINOIS	CHICAGO	(630) 288-9200	1-800-865-6384
INDIANA	CHICAGO	(630) 288-9200	1-800-865-6384
IOWA	CHICAGO	(630) 288-9200	1-800-865-6384
KANSAS	DENVER	(720) 962-3700	1-800-852-6159
KENTUCKY	PHILADELPHIA	(215) 717-1800	1-800-262-4236
LOUISIANA	ATLANTA	(404) 730-3832	1-800-865-6384
MAINE	NEW YORK	(212) 584-3400	1-800-991-2520
MARYLAND	PHILADELPHIA	(215) 717-1800	1-800-262-4236
MASSACHUSETTS	NEW YORK	(212) 584-3400	1-800-991-2520
MICHIGAN	CHICAGO	(630) 288-9200	1-800-865-6384
MINNESOTA	CHICAGO	(630) 288-9200	1-800-865-6384
MISSISSIPPI	ATLANTA	(404) 730-3832	1-800-424-6974
MISSOURI	CHICAGO	(630) 288-9200	1-800-865-6384
MONTANA	DENVER	(720) 962-3700	1-800-852-6159

NEBRASKA	DENVER	(720) 962-3700	1-800-852-6159
NEVADA	LOS ANGELES	(818) 267-1700	1-800-992-3530
NEW HAMPSHIRE	NEW YORK	(212) 584-3400	1-800-991-2520
NEW JERSEY	NEW YORK	(212) 584-3400	1-800-991-2520
NEW MEXICO	DENVER	(720) 962-3700	1-800-852-6159
NEW YORK	NEW YORK	(212) 584-3400	1-800-991-2520
NORTH CAROLINA	ATLANTA	(404) 730-3832	1-800-424-6974
NORTH DAKOTA	DENVER	(720) 962-3700	1-800-852-6159
OHIO	PHILADELPHIA	(215) 717-1800	1-800-262-4236
OKLAHOMA	DENVER	(720) 962-3700	1-800-852-6159
OREGON	LOS ANGELES	(818) 267-1700	1-800-992-3530
PENNSYLVANIA	PHILADELPHIA	(215) 717-1800	1-800-262-4236
PUERTO RICO	NEW YORK	(212) 584-3400	1-800-991-2520
RHODE ISLAND	NEW YORK	(212) 584-3400	1-800-991-2520
SOUTH CAROLINA	ATLANTA	(404) 730-3832	1-800-424-6974
SOUTH DAKOTA	DENVER	(720) 962-3700	1-800-852-6159
TENNESSEE	PHILADELPHIA	(215) 717-1800	1-800-262-4236
TEXAS	DENVER	(720) 962-3700	1-800-852-6159
UTAH	DENVER	(720) 962-3700	1-800-852-6159
VERMONT	NEW YORK	(212) 584-3400	1-800-991-2520
VIRGINIA	PHILADELPHIA	(215) 717-1800	1-800-262-4236
WASHINGTON	LOS ANGELES	(818) 267-1700	1-800-992-3530
WEST VIRGINIA	PHILADELPHIA	(215) 717-1800	1-800-262-4236
WISCONSIN	CHICAGO	(630) 288-9200	1-800-865-6384
WYOMING	DENVER	(720) 962-3700	1-800-852-6159

This contact information is available at:

www.census.gov/about/regions.html (last visited January 28, 2020)

For more information on temporary employment with the Census Bureau for the 2020 Census, contact your regional office or call 855-JOB-2020 or 855-562-2020.



APPENDIX A

SAMPLE 2020 CENSUS
QUESTIONNAIRE FORM

United States[®]
**Census
2020**

This is the official questionnaire for this address.
It is quick and easy to respond, and your answers are protected by law.

U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU

FOR
OFFICIAL
USE ONLY

Start here OR go online at [url removed] to complete your 2020 Census questionnaire.
Use a blue or black pen.

Before you answer Question 1, count the people living in this house, apartment, or mobile home using our guidelines.

- Count all people, including babies, who live and sleep here most of the time.
- If no one lives and sleeps at this address most of the time, go online at [url removed] or call the number on page 8.

The census must also include people without a permanent place to live, so:

- If someone who does not have a permanent place to live is staying here on April 1, 2020, count that person.

The Census Bureau also conducts counts in institutions and other places, so:

- Do not count anyone living away from here, either at college or in the Armed Forces.
- Do not count anyone in a nursing home, jail, prison, detention facility, etc., on April 1, 2020.
- Leave these people off your questionnaire, even if they will return to live here after they leave college, the nursing home, the military, jail, etc. Otherwise, they may be counted twice.

1. How many people were living or staying in this house, apartment, or mobile home on April 1, 2020?

Number of people =

2. Were there any additional people staying here on April 1, 2020 that you did not include in Question 1?

Mark ☒ all that apply.

- ☐ Children, related or unrelated, such as newborn babies, grandchildren, or foster children
- ☐ Relatives, such as adult children, cousins, or in-laws
- ☐ Nonrelatives, such as roommates or live-in babysitters
- ☐ People staying here temporarily
- ☐ No additional people

3. Is this house, apartment, or mobile home — Mark ☒ ONE box.

- ☐ Owned by you or someone in this household with a mortgage or loan? Include home equity loans.
- ☐ Owned by you or someone in this household free and clear (without a mortgage or loan)?
- ☐ Rented?
- ☐ Occupied without payment of rent?

4. What is your telephone number?

We will only contact you if needed for official Census Bureau business.

Telephone Number

 - -

[Form number removed]

Person 1

5. Please provide information for each person living here. If there is someone living here who pays the rent or owns this residence, start by listing him or her as Person 1. If the owner or the person who pays the rent does not live here, start by listing any adult living here as Person 1.

What is Person 1's name? *Print name below.*

First Name

MI

Last Name(s)

6. What is Person 1's sex? Mark ☒ ONE box.

☐ Male ☐ Female

7. What is Person 1's age and what is Person 1's date of birth? For babies less than 1 year old, do not write the age in months. Write 0 as the age.

Age on April 1, 2020 *Print numbers in boxes.*
 Month Day Year of birth
 years

→ NOTE: Please answer BOTH Question 8 about Hispanic origin and Question 9 about race. For this census, Hispanic origins are not races.

8. Is Person 1 of Hispanic, Latino, or Spanish origin?

- ☐ No, not of Hispanic, Latino, or Spanish origin
☐ Yes, Mexican, Mexican Am., Chicano
☐ Yes, Puerto Rican
☐ Yes, Cuban
☐ Yes, another Hispanic, Latino, or Spanish origin – *Print, for example, Salvadoran, Dominican, Colombian, Guatemalan, Spaniard, Ecuadorian, etc.*

9. What is Person 1's race?

Mark ☒ one or more boxes AND print origins.

- ☐ White – *Print, for example, German, Irish, English, Italian, Lebanese, Egyptian, etc.*

- ☐ Black or African Am. – *Print, for example, African American, Jamaican, Haitian, Nigerian, Ethiopian, Somali, etc.*

- ☐ American Indian or Alaska Native – *Print name of enrolled or principal tribe(s), for example, Navajo Nation, Blackfeet Tribe, Mayan, Aztec, Native Village of Barrow, Inupiat Traditional Government, Nome Eskimo Community, etc.*

- ☐ Chinese ☐ Vietnamese ☐ Native Hawaiian

- ☐ Filipino ☐ Korean ☐ Samoan

- ☐ Asian Indian ☐ Japanese ☐ Chamorro

- ☐ Other Asian – *Print, for example, Pakistani, Cambodian, Hmong, etc.* ☐ Other Pacific Islander – *Print, for example, Tongan, Fijian, Marshallese, etc.*

- ☐ Some other race – *Print race or origin.*

→ If more people were counted in Question 1 on the front page, continue with Person 2 on the next page.

1. Print name of

Person 2

First Name

MI

Last Name(s)

2. Does this person usually live or stay somewhere else?

Mark ☒ all that apply.

☐ No

☐ Yes, for college

☐ Yes, for a military assignment

☐ Yes, for a job or business

☐ Yes, in a nursing home

☐ Yes, with a parent or other relative

☐ Yes, at a seasonal or second residence

☐ Yes, in a jail or prison

☐ Yes, for another reason

3. How is this person related to Person 1? Mark ☒ ONE box.

☐ Opposite-sex husband/wife/spouse

☐ Opposite-sex unmarried partner

☐ Same-sex husband/wife/spouse

☐ Same-sex unmarried partner

☐ Biological son or daughter

☐ Adopted son or daughter

☐ Stepson or stepdaughter

☐ Brother or sister

☐ Father or mother

☐ Grandchild

☐ Parent-in-law

☐ Son-in-law or daughter-in-law

☐ Other relative

☐ Roommate or housemate

☐ Foster child

☐ Other nonrelative

4. What is this person's sex? Mark ☒ ONE box.

☐ Male

☐ Female

5. What is this person's age and what is this person's date of birth? For babies less than 1 year old, do not write the age in months. Write 0 as the age.

Age on April 1, 2020

Print numbers in boxes.

Month

Day

Year of birth

 years

→ **NOTE: Please answer BOTH Question 6 about Hispanic origin and Question 7 about race. For this census, Hispanic origins are not races.**

6. Is this person of Hispanic, Latino, or Spanish origin?

☐ No, not of Hispanic, Latino, or Spanish origin

☐ Yes, Mexican, Mexican Am., Chicano

☐ Yes, Puerto Rican

☐ Yes, Cuban

☐ Yes, another Hispanic, Latino, or Spanish origin – Print, for example, Salvadoran, Dominican, Colombian, Guatemalan, Spaniard, Ecuadorian, etc. ↗

7. What is this person's race?

Mark ☒ one or more boxes **AND** print origins.

☐ White – Print, for example, German, Irish, English, Italian, Lebanese, Egyptian, etc. ↗

☐ Black or African Am. – Print, for example, African American, Jamaican, Haitian, Nigerian, Ethiopian, Somali, etc. ↗

☐ American Indian or Alaska Native – Print name of enrolled or principal tribe(s), for example, Navajo Nation, Blackfeet Tribe, Mayan, Aztec, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, etc. ↗

☐ Chinese

☐ Vietnamese

☐ Native Hawaiian

☐ Filipino

☐ Korean

☐ Samoan

☐ Asian Indian

☐ Japanese

☐ Chamorro

☐ Other Asian – Print, for example, Pakistani, Cambodian, Hmong, etc. ↗

☐ Other Pacific Islander – Print, for example, Tongan, Fijian, Marshallese, etc. ↗

☐ Some other race – Print race or origin. ↗

→ If more people were counted in Question 1 on the front page, continue with Person 3 on the next page.

1. Print name of **Person 3**

First Name MI

Last Name(s)

2. Does this person usually live or stay somewhere else?

Mark ☒ all that apply.

☐ No

☐ Yes, for college

☐ Yes, for a military assignment

☐ Yes, for a job or business

☐ Yes, in a nursing home

☐ Yes, with a parent or other relative

☐ Yes, at a seasonal or second residence

☐ Yes, in a jail or prison

☐ Yes, for another reason

3. How is this person related to Person 1? Mark ☒ ONE box.

☐ Opposite-sex husband/wife/spouse

☐ Opposite-sex unmarried partner

☐ Same-sex husband/wife/spouse

☐ Same-sex unmarried partner

☐ Biological son or daughter

☐ Adopted son or daughter

☐ Stepson or stepdaughter

☐ Brother or sister

☐ Father or mother

☐ Grandchild

☐ Parent-in-law

☐ Son-in-law or daughter-in-law

☐ Other relative

☐ Roommate or housemate

☐ Foster child

☐ Other nonrelative

4. What is this person's sex? Mark ☒ ONE box.

☐ Male

☐ Female

5. What is this person's age and what is this person's date of birth? For babies less than 1 year old, do not write the age in months. Write 0 as the age.

Age on April 1, 2020 Print numbers in boxes.

Month Day Year of birth

years

→ NOTE: Please answer BOTH Question 6 about Hispanic origin and Question 7 about race. For this census, Hispanic origins are not races.

6. Is this person of Hispanic, Latino, or Spanish origin?

☐ No, not of Hispanic, Latino, or Spanish origin

☐ Yes, Mexican, Mexican Am., Chicano

☐ Yes, Puerto Rican

☐ Yes, Cuban

☐ Yes, another Hispanic, Latino, or Spanish origin – Print, for example, Salvadoran, Dominican, Colombian, Guatemalan, Spaniard, Ecuadorian, etc.

7. What is this person's race?

Mark ☒ one or more boxes AND print origins.

☐ White – Print, for example, German, Irish, English, Italian, Lebanese, Egyptian, etc.

☐ Black or African Am. – Print, for example, African American, Jamaican, Haitian, Nigerian, Ethiopian, Somali, etc.

☐ American Indian or Alaska Native – Print name of enrolled or principal tribe(s), for example, Navajo Nation, Blackfeet Tribe, Mayan, Aztec, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, etc.

☐ Chinese

☐ Filipino

☐ Asian Indian

☐ Other Asian – Print, for example, Pakistani, Cambodian, Hmong, etc.

☐ Vietnamese

☐ Korean

☐ Japanese

☐

☒ Native Hawaiian

☐ Samoan

☐ Chamorro

☐ Other Pacific Islander – Print, for example, Tongan, Fijian, Marshallese, etc.

☐ Some other race – Print race or origin.

→ If more people were counted in Question 1 on the front page, continue with Person 4 on the next page.

1. Print name of Person 4

First Name MI

Last Name(s)

2. Does this person usually live or stay somewhere else?

Mark ☒ all that apply.

☐ No

☐ Yes, for college

☐ Yes, for a military assignment

☐ Yes, for a job or business

☐ Yes, in a nursing home

☐ Yes, with a parent or other relative

☐ Yes, at a seasonal or second residence

☐ Yes, in a jail or prison

☐ Yes, for another reason

3. How is this person related to Person 1? Mark ☒ ONE box.

☐ Opposite-sex husband/wife/spouse

☐ Opposite-sex unmarried partner

☐ Same-sex husband/wife/spouse

☐ Same-sex unmarried partner

☐ Biological son or daughter

☐ Adopted son or daughter

☐ Stepson or stepdaughter

☐ Brother or sister

☐ Father or mother

☐ Grandchild

☐ Parent-in-law

☐ Son-in-law or daughter-in-law

☐ Other relative

☐ Roommate or housemate

☐ Foster child

☐ Other nonrelative

4. What is this person's sex? Mark ☒ ONE box

☐ Male

☐ Female

5. What is this person's age and what is this person's date of birth? For babies less than 1 year old, do not write the age in months. Write 0 as the age.

Age on April 1, 2020 Print numbers in boxes. Month Day Year of birth

years

→ NOTE: Please answer BOTH Question 6 about Hispanic origin and Question 7 about race. For this census, Hispanic origins are not races.

6. Is this person of Hispanic, Latino, or Spanish origin?

☐ No, not of Hispanic, Latino, or Spanish origin

☐ Yes, Mexican, Mexican Am., Chicano

☐ Yes, Puerto Rican

☐ Yes, Cuban

☐ Yes, another Hispanic, Latino, or Spanish origin – Print, for example, Salvadoran, Dominican, Colombian, Guatemalan, Spaniard, Ecuadorian, etc. ↗

7. What is this person's race?

Mark ☒ one or more boxes AND print origins.

☐ White – Print, for example, German, Irish, English, Italian, Lebanese, Egyptian, etc. ↗

☐ Black or African Am. – Print, for example, African American, Jamaican, Haitian, Nigerian, Ethiopian, Somali, etc. ↗

☐ American Indian or Alaska Native – Print name of enrolled or principal tribe(s), for example, Navajo Nation, Blackfeet Tribe, Mayan, Aztec, Native Village of Barrow Inupiat Traditional Government, Nome Eskimo Community, etc. ↗

☐ Chinese

☐ Vietnamese

☐ Native Hawaiian

☐ Filipino

☐ Korean

☐ Samoan

☐ Asian Indian

☐ Japanese

☐ Chamorro

☐ Other Asian – Print, for example, Pakistani, Cambodian, Hmong, etc. ↗

☐ Other Pacific Islander – Print, for example, Tongan, Fijian, Marshallese, etc. ↗

☐ Some other race – Print race or origin. ↗

→ If more people were counted in Question 1 on the front page, continue with Person 5 on the next page.



WHO WE ARE:

The NAACP Legal Defense and Educational Fund, Inc. (“LDF” or “NAACP Legal Defense Fund”) is the country’s first and foremost civil rights and racial justice law organization. Founded 80 years ago, LDF has an unparalleled record of expert legal advocacy and its victories serve as the foundation for the civil rights that all Americans enjoy today.

LDF has also been involved in past decennial efforts to ensure the full participation of Black people in the Census count. For example, prior to the 2010 Census, LDF launched the Count on Change campaign to ensure the full participation of Black people and other communities of color in the 2010 Census. This initiative began with the “Count on Change: Why You Should Participate in the 2010 Census” guide, which was published ahead of the decennial Census in 2010. In preparation for the 2020 census, in March of 2019, LDF published a brief “Guide to the Census” to further promote education surrounding the decennial Census. This guide is a more comprehensive manual made with the same intention.

Over more than a decade, LDF also has been urging the U.S. Census Bureau to move away from counting incarcerated people as residents of their prison facilities on Census Day rather than in their home communities, an issue that has ramifications for post-census redistricting and a flaw that the agency has yet to correct. Additionally, LDF filed an amicus curiae (meaning “friend-of-the-court”) brief in opposition to the addition of a citizenship status question to the 2020 decennial Census—a question that would have resulted in massive undercounts of Black and Latino populations. Thanks, in part, to the work of the LDF and various other civil rights organizations, the citizenship status question was barred from the 2020 Census—a major win for the rights and resources of Black communities across the nation.

LDF has been completely separate from the National Association for the Advancement of Colored People (NAACP) since 1957—although LDF was originally founded by the NAACP and shares its commitment to equal rights. In media attributions, please refer to us as the NAACP Legal Defense Fund or LDF.

This guide is a resource, not legal advice. It is provided for informational purposes only and not as a substitute for or supplement to the legal advice necessary to address the specific concerns of any individual. Moreover, the Census Bureau’s practices and applicable laws may be revised or affected by litigation after the publication of this guide. Therefore, it is your responsibility to determine how all applicable legal considerations affect you.



ENDNOTES

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9 Anthony Cilluffo & D’Vera Cohn, 6 Demographic Trends Shaping the U.S. and the World in 2019, Pew Research Center (April 11, 2019), <https://www.pewresearch.org/fact-tank/2019/04/11/6-demographic-trends-shaping-the-u-s-and-the-world-in-2019/>.

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LDF

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The NAACP Legal Defense and Educational Fund, Inc. is America's premier legal organization fighting for racial justice. Through litigation, advocacy, and public education, LDF seeks structural changes to expand democracy, eliminate disparities, and achieve racial justice in a society that fulfills the promise of equality for all Americans. LDF also defends the gains and protections won over the past 80 years of civil rights struggle and works to improve the quality and diversity of judicial and executive appointments.



NAACP Legal Defense and Educational Fund, Inc.
National Headquarters:
40 Rector Street, New York, NY 10006
212.965.2200

Washington, D.C. Offices:
700 14th Street N.W., Washington, DC 20005
202.682.1300