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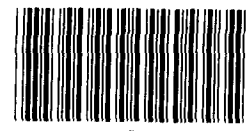
GAO

Briefing Report to Congressional Requesters

May 1986

DECENNIAL CENSUS

Issues Related to
Questionnaire
Development



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United States
General Accounting Office
Washington, D.C. 20548

General Government Division

B-222824

May 5, 1986

The Honorable William D. Ford
Chairman, Committee on Post Office
and Civil Service

The Honorable Robert Garcia
Chairman, Subcommittee on Census
and Population
Committee on Post Office and Civil Service

The Honorable James V. Hansen
Ranking Minority Member
Subcommittee on Census and Population
Committee on Post Office and Civil Service
House of Representatives

Your March 18, 1985, letter requested that we assist the Subcommittee in its oversight and evaluation of the Census Bureau's 1990 Decennial Census planning efforts, and stated that controlling the cost and improving the quality of the census will be high priority items for the Subcommittee. One of the most important aspects of decennial planning is the selection of the questions to obtain the data that users need. This briefing report focuses on the 1990 short form questionnaire, which we believe should be shorter and simpler than the 1980 short form. We are also issuing an accompanying briefing report that focuses on the status of the Bureau's plans to computerize questionnaire data.

The content and design of a questionnaire is a major factor that affects response rates, quality of response, respondent burden, and data processing requirements. Because the majority of the 1980 Decennial costs were incurred with the collection, preparation and processing of the data, efforts to reduce the 1990 Census questionnaire both in size and questions could be cost beneficial.

We believe that the decennial short form questionnaire should be limited to the basic population and housing questions needed to obtain an accurate population count. The 1980 short form contained household questions extraneous to the population count. If this data were collected only on the long form, about 85 million households would be required to answer eight fewer questions.

Our questionnaire content work at federal agencies showed that the need for housing data from 100 percent of the households appears questionable, and user requirements for decennial data have not been fully substantiated and evaluated before placing the question on the form. We found that

- some data users were actually using sample data even though 100-percent data was available;
- some data users had requested 100 percent housing data for geographical levels for which data are also estimated from sample questionnaires; and
- other data users' needs were not weighed against the cost of data collection.

We also believe that the housing questions increase the complexity of the questionnaire and tend to discourage response. In addition, a shorter form may provide the Bureau with cost-saving options for its data automation decisions. In our opinion, the Bureau is missing a chance to send a more user-friendly, and, easier-to-complete form to U.S. households which may increase the mail back rate.

The Bureau has developed limited information on the respondent burden and the literacy skills required to complete the questionnaire. The Bureau has not determined that all data which is asked on the decennial is needed, captured, and used. For example, because not all write-in data was captured in the 1980 Decennial, the Bureau may be unnecessarily burdening the public.

While it is getting late in the decisionmaking process for the 1990 Decennial, testing a shorter form may show that benefits such as higher mail return rates and reduced processing costs can be realized. Bureau officials, however, are opposed to a test unless directed by the Congress. Detailed information on the Bureau's efforts related to questionnaire development are included in appendix I.

This report is based mainly on information obtained during interviews with officials from the Bureau and federal agencies. Our work was directed at the Bureau's 1990 questionnaire planning activities with emphasis on the need for and use of 100 percent housing questions. Since federal agencies are major users of census data, we concentrated our efforts on those six federal agencies identified by the Bureau as representing the primary justification for housing data from 100 percent of the households. We did not attempt to verify the needs of all short form housing data users.

On April 24, 1986, we obtained oral comments from Census Bureau officials. Bureau officials commented that the report should be useful and they made a number of suggestions to correct technical details which we considered in finalizing the report.

As arranged with your office, unless you publicly announce its contents earlier, we plan no further distribution of this report until 30 days from the date of its issuance. At that time we will send copies to the Senate Subcommittee on Energy, Nuclear Proliferation, and Government Processes; other appropriate congressional committees; the Secretary of Commerce; and the Director, Office of Management and Budget. Copies will also be made available to other interested parties upon request.

If there are any questions about this report, please call me on 275-8387.



Gene L. Dodaro
Associate Director

THE DECENNIAL CENSUS

- ° THE DECENNIAL POPULATION COUNT IS CONSTITUTIONALLY MANDATED
- ° THE 1980 CENSUS USED BOTH "SHORT and LONG" QUESTIONNAIRES
- ° BY LAW, THE CENSUS BUREAU IS OBLIGATED TO REPORT TO THE CONGRESS ON THE CONTENT OF CENSUS QUESTIONNAIRES 3 YEARS BEFORE THE CENSUS

THE DECENNIAL CENSUS

The 1990 Census of Population and Housing will be the 21st in a chain of censuses that have been taken every decade since 1790. The U.S. Constitution requires an actual enumeration of the Nation's population every 10 years. Decennial Census results are extremely important to the Nation during the ensuing decade. The population count is used to apportion seats in the House of Representatives and provides the data to determine congressional districts and potential redistricting of state legislatures. Census results are also used to distribute billions of federal dollars annually and aid government and businesses in managing their operations.

In 1980, the Bureau used a short form containing population and housing questions (see app. II). The short form contained seven questions about each household member, nine questions on the housing unit, and three questions to ensure that no person was overlooked. These questions were asked of 100 percent of the households. The long form contains the short form questions plus more detailed or sample questions on population and housing. The short form was sent to about 81 percent of the households; the remaining 19 percent were sent the long form. One housing unit in six was asked to complete the long form except for communities under 2,500 people, where one half of the housing units were sampled. Data from the questions asked of every household provide block level information while estimates based on sample data from the long form are used for census tracts (neighborhoods) and larger areas such as counties, cities, and states.

Title 13 of the U.S. Code requires that the Bureau advise the Congress on the general content of the questionnaire 3 years before the census and on the specific questions 2 years before. Therefore, for the 1990 Decennial, the Bureau is obligated by law to report to the Congress by April 1, 1987, on the census content and by April 1, 1988, on the actual questions to be asked.

CONGRESSIONAL CONCERNS ABOUT THE
BUREAU'S 1990 DECENNIAL PLANNING EFFORTS

° CONTROLLING COSTS

--THE MAJOR DECENNIAL COSTS ARE INCURRED WITH THE
COLLECTION AND PROCESSING OF CENSUS DATA

° IMPROVING QUALITY

CONGRESSIONAL CONCERNS ABOUT
THE BUREAU'S 1990
DECENNIAL PLANNING EFFORTS

On March 18, 1985, the Chairman and the Ranking Minority Member, House Subcommittee on Census and Population, and the Chairman of the Committee on Post Office and Civil Service, jointly requested that we assist the Subcommittee in its oversight and evaluation of the Bureau's 1990 Decennial Census planning efforts. The request indicated that controlling the cost and improving the quality of the census will be high priority items for the Subcommittee. To date, we have been monitoring the Bureau's decennial planning activities and keeping the Subcommittee informed on such matters as questionnaire development and data automation equipment issues.

The primary vehicle for collecting decennial population and housing data is the census questionnaire. Since the goal of the census is to meet data needs for a 10-year period, one of the most important aspects of decennial planning is selecting the questions which will provide the data that users need. The content selection should be geared towards that data necessary to fulfill legal mandates, carry out government programs, or meet well demonstrated public needs.

The 1980 Decennial Census cost about \$1.1 billion. Approximately 70 percent of these costs were for collection, preparation, and processing of the data. Data collection and preparation costs were approximately \$650 million which included nonresponse follow-up costs. For 1990, the Bureau estimates that each 1-percent increase in the mail response rate could save about \$6 million in follow-up collection costs. The data processing costs for the 1980 Decennial Census were about \$150 million. The costs for data processing in 1990 will be dependent upon the equipment chosen and the number of processing offices.

OBJECTIVE, SCOPE, AND METHODOLOGY

- ° OBJECTIVE: TO SIMPLIFY THE 1990 CENSUS QUESTIONNAIRE
- ° SCOPE: THE BUREAU'S 1990 QUESTIONNAIRE CONTENT PLANNING ACTIVITIES
- ° METHODOLOGY: DETERMINE THE FEDERAL NEED FOR AND USE OF DECENNIAL HOUSING DATA FROM 100% OF THE HOUSEHOLDS BY OBTAINING INFORMATION FROM SIX FEDERAL DATA USERS AND THE BUREAU

OBJECTIVE, SCOPE, AND METHODOLOGY

Our objective was to determine what could be done to simplify the 1990 Census questionnaire to reduce costs and improve data quality. This report is based mainly on information obtained during interviews with officials from the Bureau and federal agencies. Our work was directed at the Bureau's 1990 questionnaire content planning activities. Much of this work entailed the gathering and analysis of information pertaining to the need for and use of data and the Bureau's planning activities such as decennial pretesting. In determining the need for and use of census data, our primary emphasis was on the 100 percent or short form housing questions.

Federal agencies are major users of census data. As part of its efforts to determine user needs, the Bureau identified the federal uses of census data through a formal process that included legislative justifications for the data. A formal justification process was not done for nonfederal users. The Bureau identified six federal agencies as needing housing data from 100 percent of the households.

We visited the headquarters of the six federal agencies to obtain information on the agency's need for and use of the 100 percent housing questions. These agencies are the Departments of Agriculture (USDA), Commerce (DOC), Housing and Urban Development (HUD), and Labor (DOL); and the Federal Home Loan Bank Board (FHLBB) and Federal Reserve Board (FRB). Also, we interviewed Bureau headquarters officials to obtain further information about the 100 percent housing questions. Our work was limited to discussions with the identified federal users. We did not attempt to verify the information needs of all short form housing data users. Our work was done in accordance with generally accepted government audit standards.

THE BUREAU'S PLANNING EFFORTS FOR
THE 1990 DECENNIAL
QUESTIONNAIRE CONTENT

- ° ESTABLISHED CRITERIA FOR QUESTIONNAIRE CONTENT
- ° IDENTIFIED DATA USER NEEDS OF FEDERAL, STATE, AND LOCAL GOVERNMENTS; PRIVATE INDUSTRY; ACADEMIA; AND, THE GENERAL PUBLIC
- ° CONDUCTED VARIOUS INTERCENSAL PRETESTS TO TEST NEW AS WELL AS ALTERNATIVE VERSIONS OF STANDARD QUESTIONS
- ° OBTAINED ADVICE FROM OUTSIDE GROUPS ON SEVERAL ASPECTS OF THE NEXT CENSUS

THE BUREAU'S PLANNING EFFORTS
FOR THE 1990 DECENNIAL
QUESTIONNAIRE CONTENT

One of the Bureau's major tasks in planning for the content of the 1990 questionnaire was establishing criteria on which content decisions would be based. The Bureau's overall goal is to strike the proper balance between user needs and questionnaire length. The Bureau must also meet its constitutional and legal requirements, contain costs, produce timely and accurate data, and collect only the required data to minimize respondent burden.

The Bureau identified the data needs of decennial data users. To identify federal data needs, the Bureau formed 10 small working groups by decennial data topic area called Interagency Working Groups (IWG). Representatives from federal user agencies and Bureau subject area specialists reviewed both the legal justifications and the federal data needs anticipated for 1990. The IWG content recommendations were then reviewed by the Federal Agency Council which is composed of high level federal officials under the chairmanship of the Office of Management and Budget.

The Bureau also held a series of local public meetings across the country to obtain input from nonfederal users of decennial data. Approximately 70 meetings, at least one in each state, were held. Attendees generally included state and local government officials and representatives from private industry, academia, and the general public. The Bureau also solicited suggestions on the 1990 questionnaire through their data user news bulletin.

Another important planning aspect in the development of the questionnaire's content was determining how to best ask the questions to obtain accurate and reliable responses. To accomplish this, the Bureau conducts various pretests to test new as well as alternate versions of standard questions. In the 1985 Pretests, the housing coverage improvement question was tested. Also in 1985, the Bureau conducted a special purpose test in Chicago on the race/ethnicity and Spanish origin questions. In April 1986, the Bureau conducted the National Content Test (NCT)--its main vehicle for testing new questions and question wording. In addition, the 1986 Pretests provided another avenue to test certain questions as will the pretest planned for 1987.

The Bureau also held specialized conferences on the housing and the race and ethnicity questions and contracted with the National Academy of Sciences to examine several aspects of the next census.

BUREAU CONSIDERATIONS
ON CHANGES TO THE
SHORT FORM HOUSING SECTION

- ° REMOVE THE "PLUMBING" AND "NUMBER OF ROOMS" QUESTIONS FROM THE SHORT FORM
- ° CONSOLIDATE THE THREE QUESTIONS INTENDED TO PICK UP PERSONS OTHERWISE MISSED IN THE COUNT (COVERAGE QUESTIONS)
- ° REPLACE THE "LIVING QUARTERS AT ADDRESS" COVERAGE IMPROVEMENT QUESTION WITH THE "UNITS IN STRUCTURE" QUESTION

BUREAU CONSIDERATIONS ON CHANGES
TO THE SHORT FORM HOUSING SECTION

The Bureau has testified before the Subcommittee that it intends to move the 100 percent question on plumbing facilities (i.e., availability and completeness of water, toilets, bathroom or shower) to the long form questionnaire. Also in 1986, the Bureau is conducting tests to determine if the "number of rooms" question can be eliminated from the short form.

In both the NCT and the 1986 Pretests, the Bureau is testing the effectiveness of a consolidated version of the three questions asked on the census questionnaires that are used to assure the completeness of the count. The coverage improvement gained using this consolidated question will be compared to improvements gained by using the battery of three questions asked in prior decennials and the 1985 Pretests (see app. II, questions H1 to H3).

The Bureau learned in the 1985 Pretests that only nominal coverage improvement was realized after enumerator follow-up of the questionnaires which failed the coverage edit checks (about 5 percent of mail returns). At the Jersey City 1985 Pretest site, we reviewed a random sample of pretest questionnaires which failed edit (a check of completeness or accuracy) and noted that many of the coverage questions failed because respondents left one or more of the questions blank. This required the Bureau to send an enumerator to the household to determine whether a person was missed in the count.

On the 1980 Decennial long form, the Bureau asked two similar, but separate, questions on the number of units in the housing structure. The first question, which also appeared on the short form, was used by the Bureau to improve coverage. If respondents residing in multidwellings with less than 10 units reported that there were more housing units in the structure than the number on the Bureau's address register, an enumerator visited the structure and verified the actual number of units. The second question was used for developing descriptive data on the U.S. housing stock.

For the 1990 Decennial, the Bureau has decided to discontinue this coverage improvement effort. After analyzing the program results from both the 1970 and 1980 Decennials and the 1985 Pretests, the Bureau concluded that it was very expensive with only minimal coverage improvement gains.

The Bureau attributed the operation's failure partially to respondents not understanding the question. However, the Bureau plans on retaining the "units in structure" question to be asked of all households for obtaining housing information. We have

concerns about this decision for two reasons. First, if respondents do not understand the question, the reliability of their answers is questionable. Secondly, as discussed on pages 18 and 19, sample housing data often is sufficient to meet the needs of federal data users.

FEDERAL USES OF DECENNIAL
SHORT FORM HOUSING DATA

- ° FUND ALLOCATION
- ° PROGRAM EVALUATION
- ° POLICY DEVELOPMENT AND RESEARCH
- ° SURVEY SAMPLE DESIGN

FEDERAL USES OF DECENNIAL
SHORT FORM HOUSING DATA

Federal agencies use the decennial short form housing data for a multitude of purposes. Because the decennial is the only source which provides comparable data on small geographical areas throughout the Nation, the statistical data are used in allocation formulas for distributing federal funds. For example, two formulas which use the "number of rooms" data to measure overcrowding conditions are for allocating HUD's Community Development Block Grant and USDA's Housing Repair Grant funds. In addition, the data are used as benchmarks for evaluating the effectiveness of federal housing programs.

The data also aids federal agencies with their program research and policy development. For example, federal users perform trend analyses of housing quality in the United States and develop program policies to address any observed changes. Another application of the short form housing data is to establish survey samples. The Bureau designed the sampling plan for HUD's American Housing Survey using short form housing data. The DOL also used the data for establishing samples for its Consumer Price Index rent and housing surveys.

NEED FOR HOUSING DATA AT THE FEDERAL LEVEL FROM
100% OF THE HOUSEHOLDS APPEARS QUESTIONABLE

- ° SOME DATA USERS WERE USING SAMPLE HOUSING DATA EVEN
THOUGH 100% DATA WAS AVAILABLE
- ° SOME DATA USERS WERE REQUESTING 100% DATA FOR
GEOGRAPHICAL LEVELS WHICH ARE ESTIMATED USING
DATA FROM SAMPLE QUESTIONNAIRES
- ° TRADE-OFFS EXIST FOR ESTABLISHING SURVEY SAMPLE DESIGNS
BASED ON SAMPLE DATA RATHER THAN REQUIRING HOUSING DATA
FROM 100% OF THE HOUSEHOLDS
- ° OTHER DATA USERS' NEED FOR DETAILED 100% HOUSING DATA
SHOULD BE WEIGHED AGAINST THE COST OF COLLECTING THE
DATA ON THE DECENNIAL

NEED FOR HOUSING DATA AT THE
FEDERAL LEVEL FROM 100% OF THE
HOUSEHOLDS APPEARS QUESTIONABLE

After meeting with the six federal agencies which requested housing data at a 100-percent level, we found that some data users were actually using sample data to carry out the functions for which they had requested 100-percent data. The sample data was used even though 100-percent data was available in standard decennial tabulations. For example, to compute local area fair market rents for the Section 8 Housing Program, HUD uses a public use computer tape file which summarizes data extracted from a sample of long forms. The Farmers' Home Administration, USDA, also uses summary sample data for allocating funds under its rural housing loan and grant programs. Both agencies requested 100-percent data for these purposes for the 1990 Census.

Some data users had requested 100 percent housing data for geographical levels for which the Bureau can provide estimates from long form questionnaires. For example, both the FRB and FHLBB need decennial housing data at the census tract level for monitoring bank lending practices. In its standard decennial products, the Bureau publishes tract level data using long form sample estimates and in certain instances, agencies were using these sample estimates.

The Bureau of Economic Analysis, DOC, uses certain decennial housing data for computing the "rental income of persons"--a component of both the national income and products accounts (also known as the Gross National Product) and the regional income accounts. The lowest levels of data needed by DOC for this purpose are at the state and county levels. The Census Bureau reports state and county data estimated from sample questionnaires.

We identified two demonstrated uses of 100 percent housing data at the detailed block level. These were for establishing statistical samples for HUD's American Housing Survey and DOL's Consumer Price Index rent and housing surveys. The sampling plan for the American Housing Survey was designed by Bureau staff, and the Consumer Price Index surveys were developed by DOL using standard decennial products.

In commenting on the American Housing Survey, a Bureau official said that if census sample data were used instead of 100-percent data, the final stage of sample selection would be less representative. However, another Bureau official, responsible for designing the sampling plans for the American Housing Survey as well as other intercensal surveys conducted by the Bureau, explained that from a statistical standpoint there

are always trade-offs between using decennial housing data collected from 100 percent or a sample of households. He stated that there may be times when using more data items from the sample (i.e., long form) may produce a better sample for survey design than using a more limited number of items from 100 percent of the households. In redesigning the American Housing Survey following the 1980 Census, the Bureau reviewed both the 100 percent and sample data.

We recognize that some users may have valid needs for detailed 100 percent housing data which cannot be met using sample data. For example, the Economic Research Service, USDA, uses 100-percent data for its research on the housing conditions of the rural poor residing in areas of under 2,500 persons. The 1980 Census sampled one-half of all households for communities with less than 2,500 persons. Therefore, the deterioration in the precision of the data from using a sample rather than 100-percent data should be limited. However, we did not measure what the deterioration in precision would be for other users of census data if they had to use samples rather than 100-percent data in formula allocation and sample survey design work. The significance of the user need for 100-percent data should be weighed against the cost of collecting and processing the data from 100 percent of the households. Therefore, we believe the Bureau must determine what data are absolutely needed at the block level which can only be satisfied with information from 100 percent of the households.

NOT ALL DATA COLLECTED IN THE
1980 DECENNIAL WAS CAPTURED

- ° WRITTEN RESPONSES TO 100% POPULATION QUESTIONS WERE CAPTURED ONLY ON A SAMPLE BASIS
- ° ONLY HALF OF THE LONG FORM "PLACE OF WORK," "TIME SPENT COMMUTING TO WORK," AND "CHANGE OF RESIDENCE" (MIGRATION) DATA PROVIDED BY RESPONDENTS WERE CAPTURED
- ° OTHER "MEANS TO WORK" LONG FORM RESPONSES WERE NOT CAPTURED

NOT ALL DATA COLLECTED IN THE
1980 DECENNIAL WAS CAPTURED

Approximately 71 million U.S. households were asked to provide written responses to certain population questions on the short form. The Bureau neither intended to nor captured the answers. The written responses were to questions on

- relationship to householder other than the categories listed on the questionnaire,
- other race/ethnicity groups and Indian tribe affiliation, and
- month of the person's birth and age at last birthday.

These data items were also asked on the sample long form which the Bureau did code and capture to meet data user needs. A Bureau official explained that these write-in questions were on the short form to maintain consistency in the appearance of both forms and to facilitate editors review of the questionnaires. In addition, the Bureau has found that write-in questions help increase data quality in certain cases.

Because of budget constraints, the Bureau coded only half of the "place-of-work," "travel time commuting to work," and "migration" questions on the long form questionnaire. Consequently, about 10 percent of all households, or one-half of the long form sample, were asked to provide data which the Bureau did not capture or use.

The write-in response data for the category "other" in the "mode of transportation" question were not coded or tabulated. This question appears on the NCT and the 1986 Pretest as a write-in.

OTHER QUESTIONNAIRE ISSUES:
RESPONDENT BURDEN AND
LITERACY SKILLS REQUIRED

- ° THE BUREAU HAS INDICATIONS THAT SOME RESPONDENTS OBJECT TO ANSWERING QUESTIONS OTHER THAN THE BASIC POPULATION QUESTIONS
- ° THE BUREAU'S RESPONDENT TIME BURDEN ESTIMATES FOR COMPLETING THE FORMS ARE UNSUPPORTED
- ° SOME RESPONDENTS PERCEIVE THE QUESTIONNAIRE TO BE COMPLICATED
- ° THE BUREAU IS NOT TAKING ADVANTAGE OF TEST OPPORTUNITIES TO GAIN INSIGHTS ON LITERACY SKILLS REQUIRED TO COMPLETE THE QUESTIONNAIRE

OTHER QUESTIONNAIRE ISSUES: RESPONDENT
BURDEN AND LITERACY SKILLS REQUIRED

The Bureau's recently conducted "focus group" studies at the Tampa, Los Angeles, and Mississippi Pretest census sites showed that lower income groups generally had questions or objections to the housing questions on the short form questionnaires. Although these studies were limited to a small number of participants and the results cannot be projected, the groups expressed concerns about the need for housing data when the census is supposed to be a count of the population. For example, the housing questions on "entrance to living quarters," "value of property," and "rent" were objected to the most at the Los Angeles site. At the Tampa site, the "plumbing" question caused groups to question why the housing questions were needed for the census.

The Bureau estimated that it would take respondents 15 and 45 minutes to complete the 1980 Decennial short and long forms, respectively. Time estimates for respondents to complete the 1990 Pretest questionnaires were arrived at by using the 1980 estimates as benchmarks. However, the Bureau could not provide support for the 1980 estimates. The support the Bureau was able to provide was a study on time expended during enumerator interviews of nonrespondents conducted during the 1980 Decennial which may tend to underestimate the time to complete the form without an enumerator present.

Another aspect of respondent burden is the respondent's perception of the questionnaire. A Bureau post-1980 Census study found that the two primary reasons for nonresponse were (1) nonreceipt of the questionnaire and (2) not starting to fill out the form. The nonrespondents attributed not starting to complete the form to the perceived difficulty of the task. The study showed that "the easier to fill the form was perceived, the more likely it was to be started." The Bureau also found that the next critical phase of response was the finishing of the form. The factor attributed to not completing the form was the "amount of work involved." In another study, the Bureau discovered that the difficulty (experienced or perceived) associated with completing a self-enumeration form can adversely affect response to subsequent items on the form.

At the Jersey City Pretest site, we were told by enumerator supervisors that some respondents commented after enumeration interviews that the short form questionnaire appeared complicated. Concerns that the short form questionnaire was too long and/or complex were also expressed by people at the Los Angeles and Mississippi test sites.

Like respondent burden, literacy skills required is an important issue in developing a successful questionnaire. The Bureau learned after the 1970 Decennial that people who had less than 8 years of schooling could not start to fill out a census-like form. Better-educated people filled out the census forms more completely and correctly than the less educated, but the Bureau learned that they made the same kinds of mistakes, just fewer of them. Since the post-1970 questionnaire experiments, the Bureau has not conducted any further tests to measure the respondent literacy skills or the reading level required to complete the questionnaires. The Bureau decided not to test the reading level of the form because applying standard readability tests to questionnaires was determined to be inappropriate.

We believe, however, that the Bureau could have gained some insights into problems people have in understanding census questions by conducting questionnaire studies with pretest respondents. For example, the 1985 Jersey City Pretest could have afforded the Bureau an opportunity to learn about how hard-to-enumerate inner-city respondents perceive the questionnaire. The Bureau did conduct a follow-up study in attempting to explain the low mail return rates in the 1985 Pretests; however, due to last minute planning, shortage of staff, and budget restrictions, not enough cases were sampled to determine "whether nonrespondents were turned off or intimidated by the design of the questionnaire." Also, the Bureau is not taking advantage of the 1986 Pretests to learn more about respondent literacy problems among the diverse populations in Mississippi and Los Angeles.

CONCLUSIONS

- ° BY NOT TESTING A SHORTER SHORT FORM, THE BUREAU MAY LOSE AN OPPORTUNITY TO REALIZE BENEFITS SUCH AS HIGHER MAIL RETURN RATES AND REDUCED DATA PROCESSING COSTS
- ° USER NEEDS FOR DECENNIAL DATA HAVE NOT BEEN FULLY SUBSTANTIATED AND EVALUATED BEFORE BEING INCLUDED ON THE CENSUS QUESTIONNAIRE
- ° WE ARE CONCERNED THAT QUESTIONS ASKED ON THE DECENNIAL QUESTIONNAIRE WILL NOT BE CAPTURED AND USED
- ° THE BUREAU HAS DEVELOPED ONLY LIMITED INFORMATION ON THE ISSUES OF RESPONDENT BURDEN AND LITERACY SKILLS REQUIRED OF THE RESPONDENTS

CONCLUSIONS

As stated in previous testimony and a prior report¹, we believe that the decennial short form questionnaire should be limited to the basic population and housing questions needed to obtain an accurate population count. This form should be smaller and simpler than the 1980 short form which contained household questions extraneous to the population count. Our questionnaire content work at federal agencies has found that the need for housing data from 100 percent of the Nation's households appears questionable.

Bureau officials are opposed to testing a shorter short form. They stated that this type of testing would not be done unless directed by the Congress. The Bureau, however, is considering moving the "plumbing" and "number of rooms" questions from the short form to the sample questionnaire. We believe the Bureau can take further steps by removing all the housing questions exclusive of the coverage questions from the short form and by testing the streamlined version. If the data were collected only on the long form, about 85 million households would be required to answer eight fewer questions. While it's getting late in the decisionmaking process for the 1990 Decennial, a test of a shorter short form could potentially result in significant cost savings.

By not testing a shorter short form, the Bureau may be losing an opportunity to realize benefits such as higher mail return rates and reduced data processing costs. Besides the questionable need at the federal level for housing data from 100 percent of the households, we believe that the housing questions increase the complexity of the questionnaire and tend to discourage response. An illustration of what questions a sampled form could contain is included as appendix III.

In our opinion, the Bureau is missing a chance to send a more user-friendly and an easier-to-complete form to the U.S. households which may increase the mail-back rate. In addition, a shorter short form may provide the Bureau with cost-saving options for its data automation decisions. For example, a reduced short form, both in questions and size, would enable the Bureau to consider using commercially available desktop optical mark readers which are relatively inexpensive.

Based upon our work at the federal level on the need for and use of 100 percent housing data, we found that user requirements for decennial data have not been fully substantiated and evaluated before placing the question on the form. The

¹Program to Reduce the Decennial Census Undercount
(GAO/GGD-76-72, May 5, 1976).

documentation and verification of the need for 100 percent housing data and whether sample data can meet the same objective has not been determined. Therefore, there is a question of whether the need warrants asking the question of every household in the Nation, particularly in view of the cost and respondent burden involved.

The Bureau has not determined that all data which is asked on the decennial is needed, captured, and used. This is particularly true for questions requiring written responses because, in our opinion, they are more burdensome for respondents to answer. By not capturing and using written answers, the Bureau is unnecessarily burdening the public.

We did not find that respondent time burden and minimizing the perceived difficulty of completing the questionnaire or the necessary literacy skills were given sufficient consideration in developing the questionnaire.

Please fill out this
official Census Form
and mail it back on
Census Day,
Tuesday, April 1, 1980

1980 Census of the United States

If the address shown below has the wrong apartment identification, please write the correct apartment number or location here:

District	A1	A2	A4	A5	A6
S					

**A message from the Director,
Bureau of the Census . . .**

We must, from time to time, take stock of ourselves as a people if our Nation is to meet successfully the many national and local challenges we face. This is the purpose of the 1980 census.

The essential need for a population census was recognized almost 200 years ago when our Constitution was written. As provided by article I, the first census was conducted in 1790 and one has been taken every 10 years since then.

The law under which the census is taken protects the confidentiality of your answers. For the next 72 years — or until April 1, 2052 — only sworn census workers have access to the individual records, and no one else may see them.

Your answers, when combined with the answers from other people, will provide the statistical figures needed by public and private groups, schools, business and industry, and Federal, State, and local governments across the country. These figures will help all sectors of American society understand how our population and housing are changing. In this way, we can deal more effectively with today's problems and work toward a better future for all of us.

The census is a vitally important national activity. Please do your part by filling out this census form accurately and completely. If you mail it back promptly in the enclosed postage-paid envelope, it will save the expense and inconvenience of a census taker having to visit you.

Thank you for your cooperation.

Your answers are confidential

By law (title 13, U.S. Code), census employees are subject to fine and/or imprisonment for any disclosure of your answers. Only after 72 years does your information become available to other government agencies or the public. The same law requires that you answer the questions to the best of your knowledge.

Para personas de habla hispana

(For Spanish-speaking persons)
SI USTED DESEA UN CUESTIONARIO DEL CENSO EN ESPAÑOL llame a la oficina del censo. El número de teléfono se encuentra en el encasillado de la dirección.

O, si prefiere, marque esta casilla y devuelva el cuestionario por correo en el sobre que se le incluye.

How to fill out your Census Form

See the filled-out example in the yellow instruction guide. This guide will help with any problems you may have.

If you need more help, call the Census Office. The telephone number of the local office is shown at the bottom of the address box on the front cover.

Use a black pencil to answer the questions. Black pencil is better to use than ballpoint or other pens.

Fill circles "O" completely, like this: ●

When you write in an answer, print or write clearly.

Make sure that answers are provided for everyone here.

See page 4 of the guide if a roomer or someone else in the household does not want to give you all the information for the form.

Answer the questions on pages 1, 2, and 3.

Check your answers. Then write your name, the date, and telephone number on page 4.

Mail back this form on Tuesday, April 1, or as soon afterward as you can. Use the enclosed envelope; no stamp is needed.

Please start by answering Question 1 below.

Question 1

List in Question 1

- Family members living here, including babies still in the hospital.
- Relatives living here.
- Lodgers or boarders living here.
- Other persons living here.
- College students who stay here while attending college, even if their parents live elsewhere.
- Persons who usually live here but are temporarily away (including children in boarding school below the college level).
- Persons with a home elsewhere but who stay here most of the week while working.

Do Not List in Question 1

- Any person away from here in the Armed Forces.
- Any college student who stays somewhere else while attending college.
- Any person who usually stays somewhere else most of the week while working there.
- Any person away from here in an institution such as a home for the aged or mental hospital.
- Any person staying or visiting here who has a usual home elsewhere.

1. What is the name of each person who was living here on Tuesday, April 1, 1980, or who was staying or visiting here and had no other home?

Note

If everyone here is staying only temporarily and has a usual home elsewhere, please mark this box .

Then please:

- answer the questions on pages 2 and 3, and
- enter the address of your usual home on page 4.

Please continue →

ALSO ANSWER THE HOUSING QUESTIONS ON PAGE 3

Here are the QUESTIONS ↓	These are the columns for ANSWERS → Please fill one column for each person listed in Question 1.	PERSON in column 1		PERSON in column 2		PERSON in column 3		
		Last name	First name Middle initial	Last name	First name Middle initial	Last name	First name Middle initial	
2. How is this person related to the person in column 1? <i>Fill one circle.</i> If "Other relative" of person in column 1, give exact relationship, such as mother-in-law, niece, grandson, etc.		<i>START in this column with the household member (or one of the members) in whose name the home is owned or rented. If there is no such person, start in this column with any adult household member.</i>		If relative of person in column 1: Husband/wife Father/mother Son/daughter Other relative Brother/sister		If relative of person in column 1: Husband/wife Father/mother Son/daughter Other relative Brother/sister		
3. Sex <i>Fill one circle.</i>		Male <input type="checkbox"/> Female <input type="checkbox"/>		Male <input type="checkbox"/> Female <input type="checkbox"/>		Male <input type="checkbox"/> Female <input type="checkbox"/>		
4. Is this person — <i>Fill one circle</i>		White Asian Indian Black or Negro Hawaiian Japanese Guamanian Chinese Samoan Filipino <input checked="" type="checkbox"/> Eskimo Korean Aleut Vietnamese Other — Specify		White Asian Indian Black or Negro Hawaiian Japanese Guamanian Chinese Samoan Filipino <input checked="" type="checkbox"/> Eskimo Korean Aleut Vietnamese Other — Specify		White Asian Indian Black or Negro Hawaiian Japanese Guamanian Chinese Samoan Filipino <input checked="" type="checkbox"/> Eskimo Korean Aleut Vietnamese Other — Specify		
5. Age, and month and year of birth <i>a. Print age at last birthday.</i> <i>b. Print month and fill one circle.</i> <i>c. Print year in the spaces, and fill one circle below each number.</i>		a. Age at last birthday: <input type="text"/> / <input type="text"/> / <input type="text"/> b. Month of birth: Jan-Mar <input checked="" type="checkbox"/> Apr-June <input type="checkbox"/> July-Sept <input type="checkbox"/> Oct-Dec <input type="checkbox"/> c. Year of birth: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		a. Age at last birthday: <input type="text"/> / <input type="text"/> / <input type="text"/> b. Month of birth: Jan-Mar <input checked="" type="checkbox"/> Apr-June <input type="checkbox"/> July-Sept <input type="checkbox"/> Oct-Dec <input type="checkbox"/> c. Year of birth: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		a. Age at last birthday: <input type="text"/> / <input type="text"/> / <input type="text"/> b. Month of birth: Jan-Mar <input checked="" type="checkbox"/> Apr-June <input type="checkbox"/> July-Sept <input type="checkbox"/> Oct-Dec <input type="checkbox"/> c. Year of birth: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
6. Marital status <i>Fill one circle.</i>		Now married Separated Widowed Never married Divorced		Now married Separated Widowed Never married Divorced		Now married Separated Widowed Never married Divorced		
7. Is this person of Spanish/Hispanic origin or descent? <i>Fill one circle.</i>		No (not Spanish/Hispanic) Yes Mexican Mexican Amer. Chicano Yes Puerto Rican Yes Cuban <input checked="" type="checkbox"/> Yes other Spanish/Hispanic		No (not Spanish/Hispanic) Yes Mexican Mexican Amer. Chicano Yes Puerto Rican Yes Cuban <input checked="" type="checkbox"/> Yes other Spanish/Hispanic		No (not Spanish/Hispanic) Yes Mexican Mexican Amer. Chicano Yes Puerto Rican Yes Cuban <input checked="" type="checkbox"/> Yes other Spanish/Hispanic		
		CENSUS USE ONLY: A I N			CENSUS USE ONLY: A I N			CENSUS USE ONLY: A I N

(Page 2 cont.)

→ ALSO ANSWER THE HOUSING QUESTIONS ON PAGE 3

PERSON in column 4		PERSON in column 5		PERSON in column 6		PERSON in column 7	
Last name		Last name		Last name		Last name	
First name Middle initial		First name Middle initial		First name Middle initial		First name Middle initial	
If relative of person in column 1: Husband/wife Father/mother Son/daughter Other relative Brother/sister		If relative of person in column 1: Husband/wife Father/mother Son/daughter Other relative Brother/sister		If relative of person in column 1: Husband/wife Father/mother Son/daughter Other relative Brother/sister		If relative of person in column 1: <input checked="" type="checkbox"/> Husband/wife Father/mother Son/daughter Other relative Brother/sister	
If not related to person in column 1: Roomer/boarder Other nonrelative Partner roommate Paid employee		If not related to person in column 1: Roomer/boarder Other nonrelative Partner roommate Paid employee		If not related to person in column 1: Roomer/boarder Other nonrelative Partner roommate Paid employee		If not related to person in column 1: Roomer/boarder Other nonrelative Partner roommate Paid employee	
Male <input type="checkbox"/> Female <input type="checkbox"/>		Male <input type="checkbox"/> Female <input type="checkbox"/>		Male <input type="checkbox"/> Female <input type="checkbox"/>		Male <input type="checkbox"/> Female <input type="checkbox"/>	
White Asian Indian Black or Negro Hawaiian Japanese Guamanian Chinese Samoan Filipino <input checked="" type="checkbox"/> Eskimo Korean Aleut Vietnamese Other - Specify Indian (Amer.) <i>Print tribe</i>		White Asian Indian Black or Negro Hawaiian Japanese Guamanian Chinese Samoan Filipino <input checked="" type="checkbox"/> Eskimo Korean Aleut Vietnamese Other - Specify Indian (Amer.) <i>Print tribe</i>		White Asian Indian Black or Negro Hawaiian Japanese Guamanian Chinese Samoan Filipino <input checked="" type="checkbox"/> Eskimo Korean Aleut Vietnamese Other - Specify Indian (Amer.) <i>Print tribe</i>		White Asian Indian Black or Negro Hawaiian Japanese Guamanian Chinese <input checked="" type="checkbox"/> Samoan Filipino <input checked="" type="checkbox"/> Eskimo Korean Aleut Vietnamese Other - Specify Indian (Amer.) <i>Print tribe</i>	
a. Age at last birthday c. Year of birth 1 0 8 0 0 9 1 1 1 1 2 2 2 3 3 3 4 4 4 Jan-Mar 5 5 Apr-June 6 6 July-Sept 7 7 Oct-Dec 8 8 9 9		a. Age at last birthday c. Year of birth 1 0 8 0 0 9 1 1 1 1 2 2 2 3 3 3 4 4 4 Jan-Mar 5 5 Apr-June 6 6 July-Sept 7 7 Oct-Dec 8 8 9 9		a. Age at last birthday c. Year of birth 1 0 8 0 0 9 1 1 1 1 2 2 2 3 3 3 4 4 4 Jan-Mar 5 5 Apr-June 6 6 July-Sept 7 7 Oct-Dec 8 8 9 9		a. Age at last birthday c. Year of birth 1 0 8 0 0 9 1 1 1 1 2 2 2 3 3 3 4 4 4 Jan-Mar 5 5 Apr-June 6 6 July-Sept 7 7 Oct-Dec 8 8 9 9	
Now married Separated Widowed Never married Divorced		Now married Separated Widowed Never married Divorced		Now married Separated Widowed Never married Divorced		Now married Separated Widowed Never married Divorced	
No (not Spanish/Hispanic) Yes Mexican Mexican Amer. Chicano Yes Puerto Rican Yes Cuban <input checked="" type="checkbox"/> Yes other Spanish/Hispanic		No (not Spanish/Hispanic) Yes Mexican Mexican Amer. Chicano Yes Puerto Rican Yes Cuban <input checked="" type="checkbox"/> Yes other Spanish/Hispanic		No (not Spanish/Hispanic) Yes Mexican Mexican Amer. Chicano Yes Puerto Rican Yes Cuban <input checked="" type="checkbox"/> Yes other Spanish/Hispanic		No (not Spanish/Hispanic) Yes Mexican Mexican Amer. Chicano Yes Puerto Rican Yes Cuban <input checked="" type="checkbox"/> Yes other Spanish/Hispanic	
CENSUS USE ONLY A I N		CENSUS USE ONLY A I N		CENSUS USE ONLY A I N		CENSUS USE ONLY A I N	

NOW PLEASE ANSWER QUESTIONS H1—H12

If you listed more than 7 persons in Question 1, please see note on page 4.

FOR YOUR HOUSEHOLD

<p>H1. Did you leave anyone out of Question 1 because you were not sure if the person should be listed — for example, a new baby still in the hospital, a lodger who also has another home, or a person who stays here once in a while and has no other home?</p> <p>Yes — On page 4 give name(s) and reason left out. No</p>	<p>H9. Is this apartment (house) part of a condominium?</p> <p>No Yes, a condominium</p>																								
<p>H2. Did you list anyone in Question 1 who is away from home now — for example, on a vacation or in a hospital?</p> <p>Yes — On page 4 give name(s) and reason person is away. No</p>	<p>H10. If this is a one-family house —</p> <p>a. Is the house on a property of 10 or more acres?</p> <p>Yes <input checked="" type="checkbox"/> No</p> <p>b. Is any part of the property used as a commercial establishment or medical office?</p> <p>Yes No</p>																								
<p>H3. Is anyone visiting here who is not already listed?</p> <p>Yes — On page 4 give name of each visitor for whom there is no one at the home address to report the person to a census taker. No</p>	<p>H11. If you live in a one-family house or a condominium unit which you own or are buying —</p> <p>What is the value of this property, that is, how much do you think this property (house and lot or condominium unit) would sell for if it were for sale?</p> <p>Do not answer this question if this is —</p> <ul style="list-style-type: none"> A mobile home or trailer A house on 10 or more acres A house with a commercial establishment or medical office on the property <table border="0"> <tr> <td>Less than \$10,000</td> <td>\$50,000 to \$54,999</td> </tr> <tr> <td>\$10,000 to \$14,999</td> <td>\$55,000 to \$59,999</td> </tr> <tr> <td>\$15,000 to \$17,499</td> <td>\$60,000 to \$64,999</td> </tr> <tr> <td>\$17,500 to \$19,999</td> <td>\$65,000 to \$69,999</td> </tr> <tr> <td>\$20,000 to \$22,499</td> <td>\$70,000 to \$74,999</td> </tr> <tr> <td>\$22,500 to \$24,999 <input checked="" type="checkbox"/></td> <td>\$75,000 to \$79,999</td> </tr> <tr> <td>\$25,000 to \$27,499</td> <td>\$80,000 to \$89,999</td> </tr> <tr> <td>\$27,500 to \$29,999</td> <td>\$90,000 to \$99,999</td> </tr> <tr> <td>\$30,000 to \$34,999</td> <td>\$100,000 to \$124,999</td> </tr> <tr> <td>\$35,000 to \$39,999</td> <td>\$125,000 to \$149,999</td> </tr> <tr> <td>\$40,000 to \$44,999</td> <td>\$150,000 to \$199,999</td> </tr> <tr> <td>\$45,000 to \$49,999</td> <td>\$200,000 or more</td> </tr> </table>	Less than \$10,000	\$50,000 to \$54,999	\$10,000 to \$14,999	\$55,000 to \$59,999	\$15,000 to \$17,499	\$60,000 to \$64,999	\$17,500 to \$19,999	\$65,000 to \$69,999	\$20,000 to \$22,499	\$70,000 to \$74,999	\$22,500 to \$24,999 <input checked="" type="checkbox"/>	\$75,000 to \$79,999	\$25,000 to \$27,499	\$80,000 to \$89,999	\$27,500 to \$29,999	\$90,000 to \$99,999	\$30,000 to \$34,999	\$100,000 to \$124,999	\$35,000 to \$39,999	\$125,000 to \$149,999	\$40,000 to \$44,999	\$150,000 to \$199,999	\$45,000 to \$49,999	\$200,000 or more
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\$40,000 to \$44,999	\$150,000 to \$199,999																								
\$45,000 to \$49,999	\$200,000 or more																								
<p>H4. How many living quarters, occupied and vacant, are at this address?</p> <p>One 2 apartments or living quarters 3 apartments or living quarters 4 apartments or living quarters 5 apartments or living quarters 6 apartments or living quarters 7 apartments or living quarters 8 apartments or living quarters 9 apartments or living quarters 10 or more apartments or living quarters</p> <p>This is a mobile home or trailer</p>	<p>H12. If you pay rent for your living quarters —</p> <p>What is the monthly rent?</p> <p>If rent is not paid by the month, see the instruction guide on how to figure a monthly rent.</p> <table border="0"> <tr> <td>Less than \$50</td> <td>\$160 to \$169</td> </tr> <tr> <td>\$50 to \$59</td> <td>\$170 to \$179</td> </tr> <tr> <td>\$60 to \$69</td> <td>\$180 to \$189</td> </tr> <tr> <td>\$70 to \$79</td> <td>\$190 to \$199</td> </tr> <tr> <td>\$80 to \$89</td> <td>\$200 to \$224</td> </tr> <tr> <td>\$90 to \$99 <input checked="" type="checkbox"/></td> <td>\$225 to \$249</td> </tr> <tr> <td>\$100 to \$109</td> <td>\$250 to \$274</td> </tr> <tr> <td>\$110 to \$119</td> <td>\$275 to \$299</td> </tr> <tr> <td>\$120 to \$129</td> <td>\$300 to \$349</td> </tr> <tr> <td>\$130 to \$139</td> <td>\$350 to \$399</td> </tr> <tr> <td>\$140 to \$149</td> <td>\$400 to \$499</td> </tr> <tr> <td>\$150 to \$159</td> <td>\$500 or more</td> </tr> </table>	Less than \$50	\$160 to \$169	\$50 to \$59	\$170 to \$179	\$60 to \$69	\$180 to \$189	\$70 to \$79	\$190 to \$199	\$80 to \$89	\$200 to \$224	\$90 to \$99 <input checked="" type="checkbox"/>	\$225 to \$249	\$100 to \$109	\$250 to \$274	\$110 to \$119	\$275 to \$299	\$120 to \$129	\$300 to \$349	\$130 to \$139	\$350 to \$399	\$140 to \$149	\$400 to \$499	\$150 to \$159	\$500 or more
Less than \$50	\$160 to \$169																								
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\$140 to \$149	\$400 to \$499																								
\$150 to \$159	\$500 or more																								
<p>H5. Do you enter your living quarters —</p> <p>Directly from the outside or through a common or public hall? Through someone else's living quarters?</p>																									
<p>H6. Do you have complete plumbing facilities in your living quarters, that is, hot and cold piped water, a flush toilet, and a bathtub or shower?</p> <p>Yes, for this household only Yes, but also used by another household No, have some but not all plumbing facilities No plumbing facilities in living quarters</p>																									
<p>H7. How many rooms do you have in your living quarters? <i>Do not count bathrooms, porches, balconies, foyers, halls, or half-rooms.</i></p> <table border="0"> <tr> <td>1 room <input checked="" type="checkbox"/></td> <td>4 rooms</td> <td>7 rooms</td> </tr> <tr> <td>2 rooms</td> <td>5 rooms</td> <td>8 rooms</td> </tr> <tr> <td>3 rooms</td> <td>6 rooms</td> <td>9 or more rooms</td> </tr> </table>	1 room <input checked="" type="checkbox"/>	4 rooms	7 rooms	2 rooms	5 rooms	8 rooms	3 rooms	6 rooms	9 or more rooms																
1 room <input checked="" type="checkbox"/>	4 rooms	7 rooms																							
2 rooms	5 rooms	8 rooms																							
3 rooms	6 rooms	9 or more rooms																							
<p>H8. Are your living quarters —</p> <p>Owned or being bought by you or by someone else in this household? Rented for cash rent? Occupied without payment of cash rent?</p>																									

FOR CENSUS USE ONLY

A4. Block number	A6. Serial number	B. Type of unit or quarters	For vacant units	D. Months vacant	F. Total persons
		<p><u>Occupied</u></p> <p>First form Continuation</p> <p><u>Vacant</u></p> <p>Regular Usual home elsewhere</p> <p>Group quarters</p> <p>First form Continuation</p>	<p>C1. Is this unit for —</p> <p>Year round use Seasonal/Mig. — Skip C2, C3, and D.</p> <p>C2. Vacancy status</p> <p>For rent <input checked="" type="checkbox"/> For sale only Rented or sold, not occupied Held for occasional use Other vacant</p> <p>C3. Is this unit boarded up?</p> <p>Yes No</p>	<p>Less than 1 month 1 up to 2 months 2 up to 6 months 6 up to 12 months</p> <p>1 year up to 2 years 2 or more years</p> <p>E. Indicators <input checked="" type="checkbox"/></p> <p>1. Mail return 2. Pop / F</p>	<p>.....</p>

Please Make Sure You Have Filled This Form Completely

For persons who answered in Question 1 that they are staying here only temporarily and have a usual home elsewhere, enter the address of usual home here

House number _____ Street or road _____ Apartment number or location _____

City _____ County _____

State _____ ZIP Code _____

For Answers to Questions H1, H2, and H3

H1. Name of person(s) left out and reason

H2. Name of person(s) away from home and reason away

H3. Name of visitor(s) for whom there is no one at the home address to report the person to a Census Taker

NOTE

If you have listed more than 7 persons in Question 1, please make sure that you have filled the form for the first 7 people. Then mail back this form. A Census Taker will call to obtain the information for the other people.

1 Check to be certain you have:

- Answered Question 1 on page 1.
- Answered Questions 2 through 7 for each person you listed at the top of pages 2 and 3.
- Answered Questions H1 through H12 on page 3.

2 Write here the name of the person who filled the form, the date the form was completed, and the telephone number on which the people in this household can be called.

Name _____

Date _____

Telephone Number _____

3 Then fold the form the way it was sent to you. Mail it back in the enclosed envelope. The address of the U.S. Census Office appears on the front cover of this questionnaire. Please be sure that before you seal the envelope the address shows through the window. No stamp is required.

Thank you very much.

ALTERNATIVE GAO SHORT FORM DECENNIAL QUESTIONNAIRE

Please fill out this official Census Form and mail it back on Census Day, Tuesday, April 1, 1980

1980 Census of the United States

If the address shown below has the wrong apartment identification, please write the correct apartment number or location here:

B0	A1	A2	A4	A5	A6
				S	

A message from the Director, Bureau of the Census . . .

We must, from time to time, take stock of ourselves as a people if our Nation is to meet successfully the many national and local challenges we face. This is the purpose of the 1980 census.

The essential need for a population census was recognized almost 200 years ago when our Constitution was written. As provided by article I, the first census was conducted in 1790 and one has been taken every 10 years since then.

The law under which the census is taken protects the confidentiality of your answers. For the next 72 years — or until April 1, 2052 — only sworn census workers have access to the individual records, and no one else may see them.

Your answers, when combined with the answers from other people, will provide the statistical figures needed by public and private groups, schools, business and industry, and Federal, State, and local governments across the country. These figures will help all sectors of American society understand how our population and housing are changing. In this way, we can deal more effectively with today's problems and work toward a better future for all of us.

The census is a vitally important national activity. Please do your part by filling out this census form accurately and completely. If you mail it back promptly in the enclosed postage-paid envelope, it will save the expense and inconvenience of a census taker having to visit you.

Thank you for your cooperation.

Your answers are confidential

By law (title 13, U.S. Code), census employees are subject to fine and/or imprisonment for any disclosure of your answers. Only after 72 years does your information become available to other government agencies or the public. The same law requires that you answer the questions to the best of your knowledge.

Para personas de habla hispana

(For Spanish-speaking persons)
SI USTED DESEA UN CUESTIONARIO DEL CENSO EN ESPAÑOL llame a la oficina del censo. El número de teléfono se encuentra en el encasillado de la dirección.

O, si prefiere, marque esta casilla y devuelva el cuestionario por correo en el sobre que se le incluye.

U.S. Department of Commerce
Bureau of the Census
Form D-1

Form Approved
OMB No. 41578006

Please continue 

How to fill out your Census Form

See the filled-out example in the yellow instruction guide. This guide will help with any problems you may have.

If you need more help, call the Census Office. The telephone number of the local office is shown at the bottom of the address box on the front cover.

Use a black pencil to answer the questions. Black pencil is better to use than ballpoint or other pens.

Fill circles "O" completely, like this ●

When you write in an answer, print or write clearly.

Make sure that answers are provided for everyone here.

See page 4 of the guide if a roomer or someone else in the household does not want to give you all the information for the form.

Answer the questions on pages 1, 2, and 3.

Check your answers. Then write your name, the date, and telephone number on page 4.

Mail back this form on Tuesday, April 1, or as soon afterward as you can. Use the enclosed envelope; no stamp is needed.

Please start by answering Question 1 below.

Question 1

List in Question 1

- Family members living here, including babies still in the hospital
- Relatives living here
- Lodgers or boarders living here
- Other persons living here
- College students who stay here while attending college, even if their parents live elsewhere
- Persons who usually live here but are temporarily away (including children in boarding school below the college level)
- Persons with a home elsewhere but who stay here most of the week while working

Do Not List in Question 1

- Any person away from here in the Armed Forces.
- Any college student who stays somewhere else while attending college
- Any person who usually stays somewhere else most of the week while working there
- Any person away from here in an institution such as a home for the aged or mental hospital.
- Any person staying or visiting here who has a usual home elsewhere

1. What is the name of each person who was living here on Tuesday, April 1, 1980, or who was staying or visiting here and had no other home?

Note

If everyone here is staying only temporarily and has a usual home elsewhere, please mark this box .

Then please:

- answer the questions on pages 2 and 3, and
- enter the address of your usual home on page 4.

Please continue →

Page 2

Here are the QUESTIONS ↓	These are the columns for ANSWERS → Please fill one column for each person listed in Question 1.	PERSON in column 1		PERSON in column 2		PERSON in column 3	
		Last name	First name Middle initial	Last name	First name Middle initial	Last name	First name Middle initial
2. How is this person related to the person in column 1? Fill one circle. If "Other relative" of person in column 1, give exact relationship, such as mother-in-law, niece, grandson, etc.		START In this column with the household member (or one of the members) in whose name the home is owned or rented. If there is no such person, start in this column with any adult household member.		If relative of person in column 1: <input type="radio"/> Husband/wife <input type="radio"/> Father/mother <input type="radio"/> Son/daughter <input type="radio"/> Other relative <input type="radio"/> Brother/sister		If relative of person in column 1: <input type="radio"/> Husband/wife <input type="radio"/> Father/mother <input type="radio"/> Son/daughter <input type="radio"/> Other relative <input type="radio"/> Brother/sister	
3. Sex Fill one circle.		<input type="radio"/> Male <input checked="" type="radio"/> Female		<input type="radio"/> Male <input checked="" type="radio"/> Female		<input type="radio"/> Male <input checked="" type="radio"/> Female	
4. Is this person — Fill one circle.		<input type="radio"/> White <input type="radio"/> Asian Indian <input type="radio"/> Black or Negro <input type="radio"/> Hawaiian <input type="radio"/> Japanese <input type="radio"/> Guamanian <input type="radio"/> Chinese <input type="radio"/> Samoan <input type="radio"/> Filipino <input type="radio"/> Eskimo <input type="radio"/> Korean <input type="radio"/> Aleut <input type="radio"/> Vietnamese <input type="radio"/> Other — Specify <input type="radio"/> Indian (Amer.) Print tribe →		<input type="radio"/> White <input type="radio"/> Asian Indian <input type="radio"/> Black or Negro <input type="radio"/> Hawaiian <input type="radio"/> Japanese <input type="radio"/> Guamanian <input type="radio"/> Chinese <input type="radio"/> Samoan <input type="radio"/> Filipino <input type="radio"/> Eskimo <input type="radio"/> Korean <input type="radio"/> Aleut <input type="radio"/> Vietnamese <input type="radio"/> Other — Specify <input type="radio"/> Indian (Amer.) Print tribe →		<input type="radio"/> White <input type="radio"/> Asian Indian <input type="radio"/> Black or Negro <input type="radio"/> Hawaiian <input type="radio"/> Japanese <input type="radio"/> Guamanian <input type="radio"/> Chinese <input type="radio"/> Samoan <input type="radio"/> Filipino <input type="radio"/> Eskimo <input type="radio"/> Korean <input type="radio"/> Aleut <input type="radio"/> Vietnamese <input type="radio"/> Other — Specify <input type="radio"/> Indian (Amer.) Print tribe →	
5. Age, and month and year of birth a. Print age at last birthday. b. Print month and fill one circle. c. Print year in the spaces, and fill one circle below each number.		a. Age at last birthday: [] b. Month of birth: [] <input type="radio"/> Jan.—Mar. <input type="radio"/> Apr.—June <input type="radio"/> July—Sept. <input type="radio"/> Oct.—Dec.		a. Age at last birthday: [] b. Month of birth: [] <input type="radio"/> Jan.—Mar. <input type="radio"/> Apr.—June <input type="radio"/> July—Sept. <input type="radio"/> Oct.—Dec.		a. Age at last birthday: [] b. Month of birth: [] <input type="radio"/> Jan.—Mar. <input type="radio"/> Apr.—June <input type="radio"/> July—Sept. <input type="radio"/> Oct.—Dec.	
6. Marital status Fill one circle.		<input type="radio"/> Now married <input type="radio"/> Separated <input type="radio"/> Widowed <input type="radio"/> Never married <input type="radio"/> Divorced		<input type="radio"/> Now married <input type="radio"/> Separated <input type="radio"/> Widowed <input type="radio"/> Never married <input type="radio"/> Divorced		<input type="radio"/> Now married <input type="radio"/> Separated <input type="radio"/> Widowed <input type="radio"/> Never married <input type="radio"/> Divorced	
7. Is this person of Spanish/Hispanic origin or descent? Fill one circle.		<input type="radio"/> No (not Spanish/Hispanic) <input type="radio"/> Yes, Mexican, Mexican-Amer., Chicano <input type="radio"/> Yes, Puerto Rican <input type="radio"/> Yes, Cuban <input type="radio"/> Yes, other Spanish/Hispanic		<input type="radio"/> No (not Spanish/Hispanic) <input type="radio"/> Yes, Mexican, Mexican-Amer., Chicano <input type="radio"/> Yes, Puerto Rican <input type="radio"/> Yes, Cuban <input type="radio"/> Yes, other Spanish/Hispanic		<input type="radio"/> No (not Spanish/Hispanic) <input type="radio"/> Yes, Mexican, Mexican-Amer., Chicano <input type="radio"/> Yes, Puerto Rican <input type="radio"/> Yes, Cuban <input type="radio"/> Yes, other Spanish/Hispanic	
H1. Did you leave anyone out of Question 1 because you were not sure if the person should be listed — for example, a new baby still in the hospital, a lodger who also has another home, or a person who stays here once in a while and has no other home? Yes — On page 20 give name(s) and reason left out. No							
H2. Did you list anyone in Question 1 who is away from home now — for example, on a vacation or in a hospital? Yes — On page 20 give name(s) and reason person is away. No							
H3. Is anyone visiting here who is not already listed? Yes — On page 20 give name of each visitor for whom there is no one at the home address to report the person to a census taker. No							
H4. Do you enter your living quarters — Directly from the outside or through a common or public hall? Through someone else's living quarters?							
		FOR CENSUS USE ONLY					
		AA. Block number	AE. Serial number	B. Type of unit or quarters	For vacant units	D. Months vacant	F. Total persons
				Occupied First form Continuation Vacant Regular Usual home elsewhere Group quarters First form Continuation	C1. Is this unit for — Year round use Seasonal/Mig — Skip C2, C3, and D. C2. Vacancy status For rent For sale only Rented or sold, not occupied Held for occasional use Other vacant C3. Is this unit boarded up? Yes No	Less than 1 month 1 up to 2 months 2 up to 6 months 6 up to 12 months 1 year up to 2 years 2 or more years	E. Indicators 1. Mail return 2. Pop./f
		CENSUS USE ONLY	A. I N	CENSUS USE ONLY	A. I N	CENSUS USE ONLY	A. I N

GAO note: This illustrates the content of the alternative questionnaire. It does not suggest that this be the final design.

(Page 2 cont.)

PERSON in column 4		PERSON in column 5		PERSON in column 6		PERSON in column 7	
Last name		Last name		Last name		Last name	
First name <i>Middle initial</i>		First name <i>Middle initial</i>		First name <i>Middle initial</i>		First name <i>Middle initial</i>	
If relative of person in column 1 Husband/wife Father/mother Son/daughter Other relative Brother/sister		If relative of person in column 1 Husband/wife Father/mother Son/daughter Other relative Brother/sister		If relative of person in column 1 Husband/wife Father/mother Son/daughter Other relative Brother/sister		If relative of person in column 1 Husband/wife Father/mother Son/daughter Other relative Brother/sister	
If not related to person in column 1 Roomer, boarder Other nonrelative Partner, roommate Paid employee		If not related to person in column 1 Roomer, boarder Other nonrelative Partner, roommate Paid employee		If not related to person in column 1 Roomer, boarder Other nonrelative Partner, roommate Paid employee		If not related to person in column 1 Roomer, boarder Other nonrelative Partner, roommate Paid employee	
Male <input type="checkbox"/> Female <input type="checkbox"/>		Male <input type="checkbox"/> Female <input type="checkbox"/>		Male <input type="checkbox"/> Female <input type="checkbox"/>		Male <input type="checkbox"/> Female <input type="checkbox"/>	
White Asian Indian Black or Negro Hawaiian Japanese Guamanian Chinese Samoan Filipino Eskimo Korean Aleut Vietnamese Other — Specify Indian (Amer) <i>Print tribe</i>		White Asian Indian Black or Negro Hawaiian Japanese Guamanian Chinese Samoan Filipino Eskimo Korean Aleut Vietnamese Other — Specify Indian (Amer) <i>Print tribe</i>		White Asian Indian Black or Negro Hawaiian Japanese Guamanian Chinese Samoan Filipino Eskimo Korean Aleut Vietnamese Other — Specify Indian (Amer) <i>Print tribe</i>		White Asian Indian Black or Negro Hawaiian Japanese Guamanian Chinese Samoan Filipino Eskimo Korean Aleut Vietnamese Other — Specify Indian (Amer) <i>Print tribe</i>	
a. Age at last birthday c. Year of birth 1 8 8 8 9 1 1 1 2 2 2 2 3 3 3 3 4 4 4 4 5 5 5 5 6 6 6 6 7 7 7 7 8 8 8 8 9 9 9 9 Jan—Mar Apr—June July—Sept Oct—Dec		a. Age at last birthday c. Year of birth 1 8 8 8 9 1 1 1 2 2 2 2 3 3 3 3 4 4 4 4 5 5 5 5 6 6 6 6 7 7 7 7 8 8 8 8 9 9 9 9 Jan—Mar Apr—June July—Sept Oct—Dec		a. Age at last birthday c. Year of birth 1 8 8 8 9 1 1 1 2 2 2 2 3 3 3 3 4 4 4 4 5 5 5 5 6 6 6 6 7 7 7 7 8 8 8 8 9 9 9 9 Jan—Mar Apr—June July—Sept Oct—Dec		a. Age at last birthday c. Year of birth 1 8 8 8 9 1 1 1 2 2 2 2 3 3 3 3 4 4 4 4 5 5 5 5 6 6 6 6 7 7 7 7 8 8 8 8 9 9 9 9 Jan—Mar Apr—June July—Sept Oct—Dec	
Now married Separated Widowed Never married Divorced		Now married Separated Widowed Never married Divorced		Now married Separated Widowed Never married Divorced		Now married Separated Widowed Never married Divorced	
No (not Spanish/Hispanic) Yes, Mexican, Mexican-Amer., Chicano Yes, Puerto Rican Yes, Cuban Yes, other Spanish/Hispanic		No (not Spanish/Hispanic) Yes, Mexican, Mexican-Amer., Chicano Yes, Puerto Rican Yes, Cuban Yes, other Spanish/Hispanic		No (not Spanish/Hispanic) Yes, Mexican, Mexican-Amer., Chicano Yes, Puerto Rican Yes, Cuban Yes, other Spanish/Hispanic		No (not Spanish/Hispanic) Yes, Mexican, Mexican-Amer., Chicano Yes, Puerto Rican Yes, Cuban Yes, other Spanish/Hispanic	
CENSUS USE ONLY A I N		CENSUS USE ONLY A I N		CENSUS USE ONLY A I N		CENSUS USE ONLY A I N	

Please Make Sure You Have Filled This Form Completely

For persons who answered in Question 1 that they are staying here only temporarily and have a usual home elsewhere, enter the address of usual home here

House number Street or road Apartment number or location

City County

State ZIP Code

For Answers to Questions H1, H2, and H3

H1 Name of person(s) left out and reason

H2 Name of person(s) away from home and reason away

H3 Name of visitor(s) for whom there is no one at the home address to report the person to a Census Taker

NOTE

If you have listed more than 7 persons in Question 1, please make sure that you have filled the form for the first 7 people. Then mail back this form. A Census Taker will call to obtain the information for the other people

1 Check to be certain you have:

- Answered Question 1 on page 1.
- Answered Questions 2 through 7 for each person you listed at the top of pages 2 and 3

2 Write here the name of the person who filled the form, the date the form was completed, and the telephone number on which the people in this household can be called

Name _____

Date _____

Telephone Number _____

3 Then fold the form the way it was sent to you. Mail it back in the enclosed envelope. The address of the U.S. Census Office appears on the front cover of this questionnaire. Please be sure that before you seal the envelope the address shows through the window. No stamp is required.

Thank you very much.

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