### 1. WHEN will my facility be counted?

<table>
<thead>
<tr>
<th>Correctional Group Quarters Operation Schedule</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
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<tbody>
<tr>
<td>Participate in GQAC:</td>
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<td>Feb 3, 2020 to March 6, 2020</td>
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<td>Census Day:</td>
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<tr>
<td>April 1, 2020</td>
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<tr>
<td>eResponse:</td>
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<td>April 1, 2020 to May 1, 2020</td>
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<tr>
<td>Participate in GQE:</td>
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<td>April 1, 2020 to May 29, 2020</td>
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</table>

### 2. HOW will my facility be counted?*

1. **eResponse**  
   (Electronic Response Data Transfer)
2. **In-Person Interview**
3. **Drop Off/Pick Up**
4. **Paper Response Data Collection**  
   ("Paper Listings")
5. **Facility Self-Enumeration**

*NOTE: Census Bureau Headquarters will collect data on federal prison detainees in the custody of the Federal Bureau of Prisons, U.S. Federal Marshals, U.S. Immigration, and Customs Enforcement. These agencies will report using eResponse only. Area Census Offices will collect data on federal prison detainees in the custody of the Bureau of Indian Affairs (BIA). The BIA will be able to report using eResponse, In-Person Interview, Drop Off/Pick Up, Paper Response, and Facility Self-Enumeration.
GROUP QUARTERS: CORRECTIONAL FACILITIES, JAILS, & RESIDENTIAL FACILITIES

3. WHAT can I do to help?

- Identify: Special instructions and unique needs of correctional facilities in your community and share this information with Census staff.
- Coordinate: Work with Census Bureau staff to ensure receipt of the most updated list of correctional facilities and their Points-of-Contact.
- Invite: Census staff to your meetings to present updates.
- Identify: Correctional facility Group Quarters and share this information using the GQ & TL Add Template.
- Appoint: A Point-of-Contact who can take charge of enumeration operations at each facility.
- Inform: Those living in correctional facilities when/how they will be counted and explain why an accurate Census count is important.

How You Can Help

4. WHO can I contact?

Please submit questions and requests for the GQ & TL Add Template to:
Adley Kloth, Area Manager
LA RCC GQ ETL OPS
Email: larccgqetlops@uscensus.onmicrosoft.com

Update: 12-2-19