Partnering for a Successful 2020 Census

Group Quarters & Transitory Locations Template Training

November 20, 2019

Group Quarters and Transitory Locations Workshop

Los Angeles Regional Census Center
Roadmap

1. Group Quarters (GQ) and Transitory Locations (TL) Operations Overview
2. Group Quarters: Service-Based Enumeration
3. Group Quarters: Healthcare & Treatment Centers
4. Group Quarters: Correctional Facilities
5. Group Quarters: Group Homes
6. Transitory Locations: Marinas
7. Call to Action: Add Template Training
AGENDA

Group Quarters (GQ) Overview
An introduction to Group Quarters.

Transitory Locations (TL) Overview
An introduction to Transitory Locations.

Address List Development
How the Census Bureau’s Address List is developed.

Enumeration Methods
GQs and TLs can be enumerated in one of five ways.

Operation Schedule
Important dates to add to your calendar.

Statement on Duplication
The Census has procedures in place to handle duplicate counts.
What is a **GROUP QUARTER (GQ)**?

- A GQ is a place where people who are usually not related live or stay in a group living arrangement owned or managed by an entity or organization providing housing and/or services for the residents.

- These services may include custodial or medical care as well as other types of assistance.

- Residency is commonly restricted to those receiving services.
Types of **Group Quarters (GQ)**

- **Nursing Facilities/Skilled-Nursing Facilities**
  - E.g. Nursing Homes

- **Residential Treatment Centers**

- **College/University/Seminary Student Housing**
  - E.g. residence halls or other buildings including apartment-style housing where residents enter into “by the bed” leases, and fraternity or sorority houses recognized by the college or university

- **Residential Schools for People with Disabilities**

- **Religious Group Living Quarters**
  - E.g. Convents, Monasteries, and Abbeys

- **Correctional Facilities**
  - E.g. Private and Public Prisons, Detention Centers, Jails, Correctional Residential Facilities, Juvenile Detention Centers, etc.

- **Group Homes Intended for Adults**

- **In-Patient Hospice Facilities**

- **Hospitals**
  - If they have patients with no usual home elsewhere

- **Psychiatric Hospitals & Psychiatric Units in Hospitals**

- **Worker’s Group Living Quarters & Job Corps Centers**

- **Living Quarters for Victims of Natural Disasters**

- **Service-Based Group Quarters:**
  - Soup Kitchens
  - Emergency and Transitional Shelters for People Experiencing Homelessness
  - Regularly Scheduled Mobile Food Vans
  - Targeted Non-Sheltered Outdoor Locations
How are Group Quarters (GQs) Enumerated?

Phase One
- Dates: 02/03/20 – 03/06/20
- Group Quarters Advance Contact (GQAC)
  - In-Office Operation
  - Set Up Enumeration

Phase Two
- Dates: 03/30/20 – 04/01/20
- Service-Based Enumeration (SBE) & Targeted Non-Sheltered Outdoor Locations (TNSOLs)
  - Includes Transitional & Emergency Shelters, Soup Kitchens, Mobile Food Vans, and Outdoor Locations

Phase Three
- Dates: 04/01/20 – 05/29/20
- Group Quarters Enumeration (GQE)
  - Paper-based or eResponse
Phase One: Group Quarters Advance Contact (GQAC)

February 3, 2020 – March 6, 2020

- Advance Contact is both an In-Office and In-Field operation.
- Area Census Office (ACO) staff calls the GQ to confirm and explain procedures for the upcoming Group Quarters Enumeration (GQE) operation.
- ACO staff will:
  - Verify GQ name, location, and point-of-contact.
  - Collect an expected Census Day population count.
  - Educate GQ contact on methods of enumeration.
  - Confirm the best method of enumeration with GQ contact.
  - Schedule an enumeration appointment.

Note: If there is no available contact name or phone number, a Census worker will make an in-person visit to collect this information.
Phase Two: Service-Based Enumeration (SBE)

March 30, 2020 – April 1, 2020

This operation is intended to count Hard to Count populations, specifically individuals who may be experiencing homelessness.

There are 4 different SBE types:
1. Shelters
2. Soup Kitchens
3. Regularly Scheduled Mobile Food Vans
4. Targeted Non-Sheltered Outdoor Locations (TNSOL)

SBE is a large operation housed under the overall Group Quarters Enumeration (GQE) Operation
Phase Three: Group Quarters Enumeration (GQE)

April 1, 2020 – May 29, 2020
• The primary objective is to enumerate people residing in a GQ as of April 1, Census Day, using electronic or paper-based enumeration methods.
• The enumeration method(s) available to GQs is based on the GQ Type.

Electronic GQ Enumeration: April 1, 2020 – May 1, 2020
• eResponse (Electronic Response Data Transfer)

Paper-Based GQ Enumeration: April 2, 2020 – May 29, 2020
• Paper Response Data Collection (Paper Listings)
• In-Person Interview (Personal Interview)
• Drop Off/Pick Up of Questionnaire
• Facility Self-Enumeration
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Transitory Locations (TL) Overview
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Enumeration Methods
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The Census has procedures in place to handle duplicate counts.
What is a Transitory Location (TL)?

- Transitory Locations (TL) are locations where people live in non-traditional housing that is transient or movable in nature.
- Relatively small but very critical operation to count residents who do not have a Usual Home Elsewhere (UHE).
Types of Transitory Locations

Recreational Vehicle (RV) Parks
Campgrounds
Hotels & Motels
Marinas
Racetracks (Horse)
Circus
How are Transitory Locations (TLs) Enumerated?

**Phase One**

**Dates**
02/24/20 – 03/20/20

**Transitory Locations Advance Contact (TLAC)**
- In-Office Operation
- Set Up Enumeration

**Phase Two**

**Dates**
04/09/20 – 05/04/20

**Enumeration of Transitory Locations (ETL)**
- In-Person, Paper-based
Phase One: Transitory Locations Advance Contact (TLAC)

February 24, 2020 – March 20, 2020

In-Office: (Feb. 24 – March 20)

• Area Census Office (ACO) staff calls the TL to confirm contact data and explain procedures for upcoming Enumeration of Transitory Locations (ETL) operation.

• ACO staff will:
  – Verify TL name, location, and point-of-contact.
  – Collect TL type and number of units.
  – Schedule an enumeration appointment.

In-Field: (March 5 – March 20)

• If there is no available contact name or phone number, a Census worker will make an in-person visit to collect this information.
Phase Two: 
Enumeration of Transitory Locations (ETL)

April 9, 2020 – May 4, 2020

Enumerators count the people living or staying in a Transitory Unit (TU) located at a Transitory Location (TL), who will not be returning to a Usual HomeElsewhere (UHE) by May 5, 2020.

There is one enumeration option offered to TLs:

• In-Person Interview
Things to Remember about GQs & TLs

1. These Respondents **DO NOT** get mail.

2. These respondents cannot respond *individually* via the internet.

3. These respondents have the *same confidentiality and privacy rights* as everyone else.

4. There are *separate operations* for sensitive GQs like Domestic Violence Coalitions and Shelters, and Human Trafficking Shelters.
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An introduction to Group Quarters.

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Operation Schedule
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Statement on Duplication
The Census has procedures in place to handle duplicate counts.
Address List Development

Address data received from the Census Bureau and external stakeholders will be utilized for the 2020 Census Group Quarter (GQ) and Transitory Location (TL) enumeration universe.
Address List Development

The Census Bureau will:

- Work exclusively with external stakeholders to receive and confirm locations and points of contact (POCs) for Group Quarters (GQs) and Transitory Locations (TLs).
- Provide an overview of the Census Bureau’s plans to enumerate each GQ and TL type.
- Request the assistance of POCs to provide a listing of the address records for each TL operating under their jurisdiction.
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Statement on Duplication
The Census has procedures in place to handle duplicate counts.
GQ & TL Enumeration Methods

Electronic
1. eResponse (Electronic Response Data Transfer)

Paper-Based
1. In-Person Interview
2. Drop Off/Pick Up for Questionnaire
3. Paper Response Data Collection
4. Facility Self-Enumeration

Note: Each Group Quarter (GQ) & Transitory Location (TL) Type is eligible for different enumeration method(s).
Enumeration Methods

1. eResponse (Electronic Response Data Transfer)
   - Automated method conducted from **April 1st** though **May 1st**.
   - Preferred method for larger facilities (such as residence halls & jails).
   - Requires IT support from Group Quarter (GQ).
   - **Mid-April**: Reminder postcards sent/phone calls.
   - **May 1st**: All GQs that choose eResponse but do not respond by May 1st will be sent a Census worker for follow up.
Enumeration Methods

2. In-Person Interview

- Enumerators conduct face-to-face, in-person interviews directly with each person who was living or staying at the facility on Census Day.
- Paper Individual Census Questionnaires (ICQs) are used to conduct the interview.
- Preferable method for smaller GQs.

**Note:** This is the only method available to Transitory Locations (TLs).
Enumeration Methods

3. Drop Off/Pick Up of ICQs

- Requires use of Individual Census Questionnaires (ICQs), ICQ Envelopes, and GQ Envelopes.
- Census worker drops off ICQs and envelopes with the GQ contact person to distribute to each person who was staying at the facility on Census Day.
- Each resident in the GQ completes the questionnaire and returns it to the GQ contact person in a sealed envelope.
- Census worker will pick-up the completed forms from the GQ contact person at an agreed-upon date and time.
Enumeration Methods

4. Paper Response Data Collection or “Paper Listings”

- Census worker meets with the GQ contact person to obtain a paper listing of census response data for each person who was living or staying at the facility on Census Day.

- The paper listing contains response data for each of the data items listed on the Individual Census Questionnaire (ICQ).
Enumeration Methods

5. Facility Self-Enumeration

- Census worker **swears in** and **trains** the GQ contact.
  - The GQ Contact Person sworn in with a special Oath of Office.
  - The GQ Contact Person trained on:
    1. How to handle Title 13 data.
    2. How to conduct the enumeration.
    3. How to use the materials provided.
- This enumeration method uses Individual Census Questionnaires (ICQs).
- Census worker will collect the completed materials at an agreed upon time and date.

**Note:** This method is only offered to larger hospitals and medical facilities, correctional facilities, and military bases.
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Operation Schedule
Important dates to add to your calendar.

Statement on Duplication
The Census has procedures in place to handle duplicate counts.
Operation **Schedule**

<table>
<thead>
<tr>
<th>Operation</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GQAC:</strong> Feb. 3, 2020 to March 6, 2020</td>
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</tr>
</tbody>
</table>
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Statement on Duplication
The Census has procedures in place to handle duplicate counts.
Statement on Handling Duplication

Primary Selection Algorithm

- Census counts people where they live or stay on Census Day, April 1st, 2020.
- Individuals in Group Quarters (GQs) and Transitory Locations (TLs) will be asked for the address where they live and sleep most of the time when not at the GQ or TL.
- Census is aware of many possibilities that may cause individuals in GQs and TLs to be counted more than once.
- Census is prepared for this possibility and has a process in place to resolve this issue, called the Primary Selection Algorithm (PSA). The details of the PSA are sensitive and cannot be revealed to the public and is only revealed to employees on a need-to-know basis.
Roadmap

1. Group Quarters (GQ) and Transitory Locations (TL) Operations Overview

2. Group Quarters: Service-Based Enumeration

3. Group Quarters: Healthcare & Treatment Centers

4. Group Quarters: Correctional Facilities

5. Group Quarters: Group Homes

6. Transitory Locations: Marinas

7. Call to Action: Add Template Training
AGENDA:

Service-Based Locations

Service-Based Enumeration (SBE) **Overview**
An introduction to Service-Based Locations.

Residence **Information**
How individuals at Service-Based Locations are counted according to census residency policies.

Enumeration **Methods**
The enumeration methods used for Service-Based Locations.

How to **Prepare**
What Points-of-Contact need to know to prepare for the census at their Service-Based Location.

Special **Reminders**
Important information to remember.
What is **SERVICE BASED ENUMERATION (SBE)**?

Service-Based Enumeration (SBE) provides an opportunity for people without conventional housing or people experiencing homelessness to be included in the census by enumerating them at places where they receive services, or at pre-identified outdoor locations.
Service-Based Enumeration Types

1. Regularly Scheduled Mobile Food Vans
2. Soup Kitchens
3. Shelters
4. Targeted Non-Sheltered Outdoor Locations (TNSOLs)
AGENDA:
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Residence Information

People who, on Census Day, are in emergency and transitional shelters with sleeping facilities for people experiencing homelessness:

- People staying at the shelter (who are not staff) are counted at the shelter. Staff members are counted at the residence where they live and sleep most of the time. If staff members do not have a usual home elsewhere, they are counted at the shelter.

People who, on Census Day, are at soup kitchens and regularly scheduled mobile food vans that provide food to people experiencing homelessness:

- Counted at the residence where they live and sleep most of the time. If they do not have a usual home elsewhere, they are counted at the soup kitchen or mobile food van location where they are on Census Day.
Residence Information

People who, on Census Day, are at targeted non-sheltered outdoor locations where people experiencing homelessness stay without paying:

- Counted at the outdoor locations where they are on Census Day.

People who, on Census Day, are temporarily displaced or experiencing homelessness and are staying in a residence for a short or indefinite period or time:

- Counted at the residence where they live and sleep most of the time. If they cannot determine a place where they live most of the time, they are counted where they are staying on Census Day.
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Service-Based Locations

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Important information to remember.
Enumeration Methods for Service-Based Locations

Paper-Based (eResponse not available for SBEs)

1. In-Person Interview
2. Paper Response Data Collection*

*Note: Shelters are the only SBE type eligible for the Paper Response Data Collection enumeration option
AGENDA:
Service-Based Locations

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# How to Prepare

Service-Based Enumeration (SBE)

## Operation Schedule

<table>
<thead>
<tr>
<th>Event</th>
<th>Date(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participate in GQAC</td>
<td>Feb. 3, 2020 to March 6, 2020</td>
</tr>
<tr>
<td>Participate in SBE: Shelters</td>
<td>March 30th</td>
</tr>
<tr>
<td>Participate in SBE: Soup Kitchens &amp; Mobile Food Vans</td>
<td>March 31st</td>
</tr>
<tr>
<td>Participate in SBE: TNSOL</td>
<td>April 1st</td>
</tr>
</tbody>
</table>

### Expect a call/visit
- Expect a call/visit from Census staff to determine an enumeration method and any unique needs of your Service-Based Organization.

### SBE is a 3-day operation
- Each service type has a specific day for enumeration within the SBE operation.
  - 3/30/2020 – 4/1/2020
### How to Prepare

Questions for **Emergency and Transitional Shelters** During GQAC

<table>
<thead>
<tr>
<th>Answer</th>
<th>Question</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image.png" alt="Person Icon" /></td>
<td>Point of Contact Name &amp; Phone Number</td>
</tr>
<tr>
<td><img src="image.png" alt="Person Icon" /></td>
<td>Backup Point of Contact Name and Phone Number</td>
</tr>
<tr>
<td><img src="image.png" alt="House Icon" /></td>
<td>Type of GQ, GQ Name, and Facility Name (if applicable)</td>
</tr>
<tr>
<td><img src="image.png" alt="Circle Icon" /></td>
<td>Max Population</td>
</tr>
<tr>
<td><img src="image.png" alt="Check Icon" /></td>
<td>Population Sex</td>
</tr>
<tr>
<td><img src="image.png" alt="Calendar Icon" /></td>
<td>Scheduled Visit Date &amp; Time</td>
</tr>
<tr>
<td><img src="image.png" alt="Star Icon" /></td>
<td>Other Languages/GQ Languages</td>
</tr>
<tr>
<td><img src="image.png" alt="Note Icon" /></td>
<td>Notes</td>
</tr>
<tr>
<td><img src="image.png" alt="Alert Icon" /></td>
<td>Specific Instructions</td>
</tr>
<tr>
<td><img src="image.png" alt="Key Icon" /></td>
<td>Is the GQ Operating?</td>
</tr>
<tr>
<td><img src="image.png" alt="People Icon" /></td>
<td>Expected Populations</td>
</tr>
<tr>
<td><img src="image.png" alt="Bag Icon" /></td>
<td>Enumeration Method</td>
</tr>
</tbody>
</table>
How to Prepare
Questions for **Soup Kitchens** During GQAC

- Point of Contact Name & Phone Number
- Backup Point of Contact Name and Phone Number
- Type of GQ, GQ Name, and Facility Name (if applicable)
- Max Population
- **Largest Meal Served & How it's Served; Arrival and End Time**
- Scheduled Visit Date & Time
- Other Languages/GQ Languages
- Notes
- Specific Instructions
- Is the GQ Operating?
- Expected Populations
- Enumeration Method
How to Prepare
Questions for **Mobile Food Vans** During GQAC

- Point of Contact Name, Number, and Business Email
- Backup Point of Contact Name and Phone Number
- Type of GQ, GQ Name, and Facility Name (if applicable)
- Max Population
- How Food is Served and When
- Scheduled Visit Date & Time
- Other Languages/GQ Languages
- Notes
- Specific Instructions
- Is the GQ Operating?
- Expected Populations
- Enumeration Method
AGENDA:
Service-Based Locations

Service-Based Enumeration (SBE) Overview
An introduction to Service-Based Locations.

Residence Information
How individuals at Service-Based Locations are counted according to census residency policies.

Enumeration Methods
The enumeration methods used for Service-Based Locations.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Service-Based Location.

Special Reminders
Important information to remember.
Special Reminders

- The knowledge and information you can provide to help the Census Bureau locate TNSOLs is very important for enumeration operations.

- Shelters have the option of being enumerated by the Paper Response Data Collection method or In-Person Interview. All other SBE types are enumerated using the In-Person Interview method.
Roadmap

1. Group Quarters (GQ) and Transitory Locations (TL) Operations Overview
2. Group Quarters: Service-Based Enumeration
3. Group Quarters: Healthcare & Treatment Centers
4. Group Quarters: Correctional Facilities
5. Group Quarters: Group Homes
6. Transitory Locations: Marinas
7. Call to Action: Add Template Training
AGENDA:
Healthcare & Treatment Centers

Residence Information
How individuals in Healthcare Facilities & Treatment Centers are counted according to census residency policies.

Enumeration Methods
Healthcare Facilities & Treatment Centers have several enumeration options to choose from.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Healthcare Facility or Treatment Center.

Special Reminders
Important information to remember.
Residence Information

People in **general or Veterans Affairs hospitals** (except psychiatric units) on Census Day, including newborn babies still in the hospital on Census Day:

- Counted at the residence where they live and sleep most of the time. Newborn babies are counted at the residence where they will live and sleep most of the time. If patients or staff members do not have a usual home elsewhere, they are counted at the hospital.

People in **mental (psychiatric) hospitals and psychiatric units** in other hospitals (where the primary function is for long-term nonacute care) on Census Day:

- Patients are counted at the facility. Staff members are counted at the residence where they live and sleep most of the time. If staff members do not have a usual home elsewhere, they are counted at the facility.
Residence Information

People in **assisted living facilities** where care in provided for individuals who need help with the activities of daily living but do not need the skilled medical care that is provided in a nursing home:

- Residents and staff members are counted at the residence where they live and sleep most of the time.

People in **nursing facilities/skilled-nursing facilities** (which provide long-term nonacute care) on Census Day:

- Patients are counted at the facility. Staff members are counted at the residence where they live and sleep most of the time. If staff members do not have a usual home elsewhere, they are counted at the facility.
Residence Information

People staying at **in-patient hospice facilities** on Census Day:

- Counted at the residence where they live and sleep most of the time. If patients or staff members do not have a usual home elsewhere, they are counted at the facility.

People staying at **Residential Treatment Centers** on Census Day:

- Counted at the residence where they live and sleep most of the time. If patients or staff members do not have a usual home elsewhere, they are counted at the facility.

**Note:** Many of these entities coexist, in which case, each specific floor/wing that differs from the rest of the facility will be enumerated according to the appropriate guidelines.
AGENDA:
Healthcare & Treatment Centers

Residence Information
How individuals in Healthcare Facilities & Treatment Centers are counted according to census residency policies.

Enumeration Methods
Healthcare Facilities & Treatment Centers have several enumeration options to choose from.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Healthcare Facility or Treatment Center.

Special Reminders
Important information to remember.
Enumeration Methods

Electronic
1. eResponse (Electronic Response Data Transfer)

Paper-Based
1. In-Person Interview
2. Drop Off/Pick Up for Questionnaire
3. Paper Response Data Collection
4. Facility Self-Enumeration
AGENDA:
Healthcare & Treatment Centers

Residence Information
How individuals in Healthcare Facilities & Treatment Centers are counted according to census residency policies.

Enumeration Methods
Healthcare Facilities & Treatment Centers have several enumeration options to choose from.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Healthcare Facility or Treatment Center.

Special Reminders
Important information to remember.
# Healthcare Group Quarters Operation Schedule

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<tr>
<th>Event</th>
<th>Dates</th>
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</thead>
<tbody>
<tr>
<td>Participate in GQAC</td>
<td>Feb. 3, 2020 to March 6, 2020</td>
</tr>
<tr>
<td>Census Day</td>
<td>April 1, 2020</td>
</tr>
<tr>
<td>eResponse</td>
<td>April 1, 2020 to May 1, 2020</td>
</tr>
<tr>
<td>Participate in GQE</td>
<td>April 1, 2020 to May 29, 2020</td>
</tr>
</tbody>
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- **Expect a call/visit from Census staff to determine an enumeration method and any unique needs of your Group Quarter.**

- **Census Day** — Make sure to let your residents know they will be included in the count.
  - 4/1/2020

- **eResponse** — This digital enumeration option begins Census Day and ends May 1st.
  - 4/1/2020 – 5/1/2020

- You can expect your Group Quarter to be enumerated during this time frame.
  - 4/1/2020 – 5/29/2020
How to Prepare

Questions for Healthcare Facilities & Residential Treatment Centers During GQAC

- Point of Contact Name, Number, and Email
- Confirmation/Correction of Info on file
- Type of GQ, GQ Name, and Facility Name (if applicable)
- Max Population
- Population Sex
- Scheduled Visit Date & Time
- Other Languages/GQ Languages
- Notes
- Specific Instructions
- Is the GQ Operating on April 1, 2020?
- Expected Population
- Enumeration Method
AGENDA:
Healthcare & Treatment Centers

Residence Information
How individuals in Healthcare Facilities & Treatment Centers are counted according to census residency policies.

Enumeration Methods
Healthcare Facilities & Treatment Centers have several enumeration options to choose from.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Healthcare Facility or Treatment Center.

Special Reminders
Important information to remember.
Special Reminders

Hospitals as Group Quarters

- A hospital is considered a GQ when they have patients with “no disposition or exit plan” and no Usual Home Elsewhere (UHE).

- A hospital may have several GQs within it (ex. in-patient hospice units, skilled-nursing units, etc.). When healthcare entities like this coexist, each specific floor/wing that differs from the rest of the facility will be enumerated according to the appropriate guidelines.
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AGENDA:
Correctional Facilities

Residence Information
How individuals in Correctional Facilities are counted according to census residency policies.

Enumeration Methods
Correctional Facilities have several enumeration options to choose from.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Correctional Facility.

Special Reminders
Important information to remember.
Residence Information

- Incarcerated individuals at all Correctional Facilities on Census Day are counted at the facility.
- Staff at Correctional Facilities on Census Day are counted where they live and sleep most of the time. If staff members do not have a Usual Home Elsewhere (UHE), they are counted at the facility.
AGENDA:
Correctional Facilities

Residence Information
How individuals in Correctional Facilities are counted according to census residency policies.

Enumeration Methods
Correctional Facilities have several enumeration options to choose from.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Correctional Facility.

Special Reminders
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Enumeration Methods

Electronic
1. eResponse (Electronic Response Data Transfer)

Paper-Based
1. In-Person Interview
2. Drop Off/Pick Up for Questionnaire
3. Paper Response Data Collection
4. Facility Self-Enumeration
AGENDA:
Correctional Facilities

Residence Information
How individuals in Correctional Facilities are counted according to census residency policies.

Enumeration Methods
Correctional Facilities have several enumeration options to choose from.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Correctional Facility.

Special Reminders
Important information to remember.
Correctional Group Quarters
Operation Schedule

**Participate in GQAC:** Feb. 3, 2020 to March 6, 2020

**Census Day:** April 1, 2020

**eResponse:** April 1, 2020 to May 1, 2020

**Participate in GQE:** April 1, 2020 to May 29, 2020

- Expect a call/visit from Census staff to determine an enumeration method and any unique needs of your Group Quarter. 
  
  2/3/2020 – 3/6/2020

- Census Day – Make sure to let your residents know they will be included in the count. 
  
  4/1/2020

- eResponse – This digital enumeration option begins Census Day and ends May 1st. 
  
  4/1/2020 – 5/1/2020

- You can expect your Group Quarter to be enumerated during this time frame. 
  
  4/1/2020 – 5/29/2020
How to Prepare
Questions for Correctional Facilities During GQAC

- Point of Contact Name, Number, and Email
- Confirmation/Correction of Info on file
- Type of GQ, GQ Name, and Facility Name (if applicable)
- Max Population
- Population Sex
- Scheduled Visit Date & Time
- Other Languages/GQ Languages
- Notes
- Specific Instructions
- Is the GQ Operating on April 1, 2020?
- Expected Population
- Enumeration Method
AGENDA:
Correctional Facilities

Residence **Information**
How individuals in Correctional Facilities are counted according to census residency policies.

Enumeration **Methods**
Correctional Facilities have several enumeration options to choose from.

How to **Prepare**
What Points-of-Contact need to know to prepare for the census at their Correctional Facility.

Special **Reminders**
Important information to remember.
Special Reminders

Federal Correctional Facilities

- Census Bureau Headquarters (HQ) will oversee the enumeration of Federal Correctional Facilities, which will report using eResponse only.

- Area Census Offices (ACOs) will enumerate federal prison detainees in the custody of the Bureau of Indian Affairs (BIA), using any of the 5 enumeration options.
Roadmap

1. Group Quarters (GQ) and Transitory Locations (TL) Operations Overview
2. Group Quarters: Service-Based Enumeration
3. Group Quarters: Healthcare & Treatment Centers
4. Group Quarters: Correctional Facilities
5. Group Quarters: Group Homes
6. Transitory Locations: Marinas
7. Call to Action: Add Template Training
AGENDA:
Adult and Juvenile Group Homes

Residence Information
How Group Homes are counted according to census residency policies.

Enumeration Method
Group Homes have four methods of enumeration.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Group Home.

Special Reminders
Important information to remember.
Residence Information

- Individuals in adult and juvenile group homes are counted at the facility.
- Foster children are counted at the residence where they live and sleep most of the time. If they cannot determine a place where they live most of the time, they are counted where they are staying on Census Day.
AGENDA:
Adult and Juvenile Group Homes

Residence Information
How Group Homes are counted according to census residency policies.

Enumeration Method
Group Homes have four methods of enumeration.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Group Home.

Special Reminders
Important information to remember.
Enumeration Methods

Electronic
1. eResponse (Electronic Response Data Transfer)

Paper-Based
1. In-Person Interview
2. Drop Off/Pick Up for Questionnaire
3. Paper Response Data Collection
AGENDA:
Adult and Juvenile Group Homes

Residence Information
How Group Homes are counted according to census residency policies.

Enumeration Method
Group Homes have four methods of enumeration.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Group Home.

Special Reminders
Important information to remember.
Group Home Group Quarters
Operation Schedule

Participate in GQAC: Feb. 3, 2020 to March 6, 2020

Census Day: April 1, 2020

eResponse: April 1, 2020 to May 1, 2020

Participate in GQE: April 1, 2020 to May 29, 2020

Expect a call/visit from Census staff to determine an enumeration method and any unique needs of your Group Quarter. 2/3/2020 – 3/6/2020

Census Day – Make sure to let your residents know they will be included in the count. 4/1/2020

eResponse – This digital enumeration option begins Census Day and ends May 1st. 4/1/2020 – 5/1/2020

You can expect your Group Quarter to be enumerated during this time frame. 4/1/2020 – 5/29/2020
How to Prepare
Questions for Adult and Juvenile Group Homes During GQAC

- Point of Contact Name, Number, and Email
- Confirmation/Correction of Info on file
- Type of GQ, GQ Name, and Facility Name (if applicable)
- Max Population
- Population Sex
- Scheduled Visit Date & Time
- Other Languages/GQ Languages
- Notes
- Specific Instructions
- Is the GQ Operating on April 1, 2020?
- Expected Population
- Enumeration Method
AGENDA:
Adult and Juvenile Group Homes

Residence Information
How Group Homes are counted according to census residency policies.

Enumeration Method
Group Homes have four methods of enumeration.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Group Home.

Special Reminders
Important information to remember.
Special Reminders

Group Homes as Group Quarters

There are two different types of Group Homes as recognized by the Census:

• Adult Group Homes
• Juvenile Group Homes

Group Homes do **NOT** include residential treatment centers or facilities operated by or for correctional authorities.
Roadmap

1. Group Quarters (GQ) and Transitory Locations (TL) Operations Overview
2. Group Quarters: Service-Based Enumeration
3. Group Quarters: Healthcare & Treatment Centers
4. Group Quarters: Correctional Facilities
5. Group Quarters: Group Homes
6. Transitory Locations: Marinas
7. Call to Action: Add Template Training
AGENDA:
Transitory Locations

Residence **Information**
How Transitory Locations are counted according to census residency policies.

Enumeration **Method**
Transitory Locations have one method of enumeration.

How to **Prepare**
What Points-of-Contact need to know to prepare for the census at their Transitory Location.

**Special Reminders**
Important information to remember.
Residence Information

Transitory Locations

- Generally, people living or staying at a TL either pay fees to stay there, or they work there temporarily.

- At each TL there are multiple Transitory Units (TUs). A TU can be a room in a hotel or a space (ex. site, slip, or pad) where a tent, boat, RV, or other structure is parked or located. If people are living in a TU with no Usual Home Elsewhere (UHE), they are considered housing units (HUs).

- People (including staff) staying at a TL are counted at the residence where they live and sleep most of the time. If they do not have a Usual Home Elsewhere (UHE), or they cannot determine a place where they live most of the time, they are counted at the transitory location.
AGENDA:
Transitory Locations

Residence Information
How Transitory Locations are counted according to census residency policies.

Enumeration Method
Transitory Locations have one method of enumeration.

How to Prepare
What Points-of-Contact need to know to prepare for the census at their Transitory Location.

Special Reminders
Important information to remember.
Enumeration Methods

eResponse is not available for Transitory Locations

Paper-Based:

• In-Person Interview
AGENDA:
Transitory Locations

Residence **Information**
How Transitory Locations are counted according to census residency policies.

**Enumeration Method**
Transitory Locations have one method of enumeration.

**How to Prepare**
What Points-of-Contact need to know to prepare for the census at their Transitory Location.

**Special Reminders**
Important information to remember.
Transitory Locations
Operation Schedule

**Participate in TLAC:** Feb. 24, 2020 to March 21, 2020

**Census Day:** April 1, 2020

**Participate in ETL:** April 9, 2020 to May 4, 2020

- Expect a call/visit from Census staff to determine an enumeration method and any unique needs of your Transitory Location.
  - **2/24/2020 – 3/21/2020**

- Census Day – Kicks-off the national campaign to ensure everyone is counted only once and in the right place.
  - **4/1/2020**

- You can expect your Transitory Location to be enumerated during this time frame.
How to Prepare

Questions for Transitory Locations During TLAC

- Point of Contact Name, Number, Email, and Location
- Confirmation/Correction of Info on file
- Type of TL & TU
- Max Number of Units
- Site Map Availability
- Scheduled Visit Date & Time
- Other Languages/GQ Languages
- Notes
- Specific Instructions
- Is the TL Operating between April 9 and May 4, 2020?
- Expected Population
- Enumeration Method
AGENDA:
Transitory Locations

Residence **Information**
How Transitory Locations are counted according to census residency policies.

Enumeration **Method**
Transitory Locations have one method of enumeration.

How to **Prepare**
What Points-of-Contact need to know to prepare for the census at their Transitory Location.

**Special Reminders**
Important information to remember.
Special Reminders

Transitory Locations

- Transitory Locations have one enumeration method available, In-Person Interview.
- The operation dates for enumerating transitory locations are different from group quarters. Transitory Locations will be enumerated from April 9, 2020 to May 4, 2020.
Roadmap

1. Group Quarters (GQ) and Transitory Locations (TL) Operations Overview
2. Group Quarters: Service-Based Enumeration
3. Group Quarters: Healthcare & Treatment Centers
4. Group Quarters: Correctional Facilities
5. Group Quarters: Group Homes
6. Transitory Locations: Marinas
7. Call to Action: Add Template Training
Call To Action

How You Can Help

Identify
Special instructions and unique needs of Group Quarters & Transitory Locations in your community and share this information with Census staff.

Identify
Group Quarters & Transitory Locations and share this information using the GQ & TL Add Template.

Coordinate
Work with Census Bureau staff to ensure receipt of the most updated list of GQs and TLs and their Points-of-Contact.

Recruit
Help the Census Bureau recruit staff who have worked with the population residing at your GQ/TL.

Invite
Census staff to your meetings to present updates.

Inform
Your GQ/TL when/how they will be counted and explain why an accurate Census count is important.
Add Template & Directions

- **Add Template** is a great resource that allows stakeholders to add information to the Census Bureau’s operations.

- **We welcome your input and assistance** in identifying Group Quarters (Service-Based Organizations including Targeted Non-Sheltered Outdoor Locations), and Transitory Locations.

- **Request a copy** of the Add Template & Directions by sending an email to: larccgqetlops@uscensus.onmicrosoft.com
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