

# Local Update of Census Addresses (LUCA) Program Local Government Information Booklet

Attachment Two

Issued January 2007

## 2010 Decennial Census Program

D-1693L

The Local Update of Census Addresses (LUCA) Program is an integral part of the 2010 Decennial Census Program and utilizes the expertise of tribal, state, and local governments to improve the accuracy and completeness of the address list used to take the census. Tribal, state, and local governments can contribute to a complete enumeration of their communities by reviewing and commenting on the list of housing unit and group quarters addresses that the U.S. Census Bureau will use to deliver census questionnaires.

### Background

Recognizing that a complete and accurate address list is essential to a complete and accurate census, Congress passed the Census Address List Improvement Act of 1994 (Public Law 103-430) authorizing the Census Bureau to provide the census address list for review and comment by tribal, state, and local government liaisons who agree to conditions of confidentiality.

Title 13, United States Code (U.S.C.), provides for the confidential treatment of census-related information and protects the addresses contained on the Census Bureau's address list. Liaisons and reviewers appointed by local governments to review the Census Bureau's address list for their jurisdictions are required to sign confidentiality agreements and abide by the Census Bureau's security guidelines. Each LUCA liaison is also required to perform a data security self-assessment check. After receiving signed and completed confidentiality agreements and security self-assessment checklists, the Census Bureau will send Title 13-protected LUCA materials to those governments that chose to receive the Option 1 or Option 2 materials described on the following pages.

### Why the LUCA Program Is Important to Your Community

Accurate census data are important to your community in a number of ways. In addition to the constitutional requirement for the decennial census to apportion seats in the House of Representatives, census data are used to allocate federal monies to states and local governments. Additionally, significant amounts of state-generated funds are distributed on the basis of population data. Other statistical census data support grant applications that fund community, social, economic, and environmental programs and other needed improvements and enhancements. Census data also help communities plan for future needs.

If your government does not have the staff or financial resources to participate in the LUCA program, you can designate another level of government or an agency, such as a county planning department, regional planning agency, or state-level agency, that is willing to assist you or act as your agent in reviewing the LUCA materials.

### Training and Support

Training workshops conducted by Census Bureau staff will provide you with "hands-on" experience using the LUCA program materials. Self-training aids will be available to participants who are unable to attend the workshops. In addition, the *2010 Census Local Update of Census Addresses (LUCA) Program User's Guide* provides detailed instructions and examples for conducting the LUCA review.

U S C E N S U S B U R E A U

Helping You Make Informed Decisions

U.S. Department of Commerce  
Economics and Statistics Administration  
U.S. CENSUS BUREAU

United States<sup>™</sup>  
Census  
2010

## The LUCA Participation Options

The 2010 Census LUCA program offers three participation options:

### Option 1

— Title 13 Full Address List Review

### Option 2

— Title 13 Local Address List Submission

### Option 3

— Non-Title 13 Local Address List Submission

Option 1 and Option 2 require participants to sign confidentiality agreements in compliance with Title 13, U.S.C., and data security self-assessment checklists. A signed confidentiality agreement is not required for Option 3 because Title 13 data are not provided.

## What's New?

The 2010 Census LUCA program offers a number of improvements:

- One review cycle for all address types.
- 120 calendar days for review.
- More advance notice.
- Comprehensive program communications, including periodic contact.
- Three program options.
- A MAF/TIGER® Partnership Software application that combines the census address list, address count list, and digital maps in a software package.

## Option 1—Title 13 Full Address List Review

Option 1 allows you to review the entire census address list for your jurisdiction. This includes both city-style addresses (for example, 101 Main Street) and noncity-style addresses (for example, P.O. box, rural route, etc.). This option allows you to update any city-style address on the census address list as well as add new city-style addresses. For census blocks containing all noncity-style addresses, you can only challenge the count of addresses on the address count list. If a census block has a mix of city-style and noncity-style addresses, you can update individual city-style addresses **or** challenge the count of addresses for the census block, but you **cannot** do both.

Each LUCA liaison and reviewer must sign and return a confidentiality agreement. The LUCA liaison is also required to perform a data security self-assessment and complete, sign, and return the self-assessment checklist.



## The Census Bureau provides:

- A complete Census Bureau address list for your jurisdiction.
- A count of addresses by census block within your jurisdiction.
- Census Bureau paper maps or digital shapefiles.
- A *2010 Census LUCA Program User's Guide*.
- MAF/TIGER Partnership Software application (if requested).
- Training.

## You provide:

- Updates (additions, deletions, corrections) to the Census Bureau's city-style addresses.
- Challenges to the address counts in census blocks.
- Updates and corrections to the features and legal boundaries on the Census Bureau's maps or digital shapefiles.

*Note—Use of digital shapefiles requires a geographic information system (GIS) software package, such as the Census MAF/TIGER Partnership Software (MTPS).*

This option allows you to update any **city-style address** on the census address list or challenge counts on the address count list.

## Option 2—Title 13 Local Address List Submission



The Title 13 Local Address List Submission option allows you to submit your local computer-readable address file (city-style addresses only) in a predefined Census Bureau format. The Census Bureau will provide our address list and address count list (computer-readable files only) as a reference for your jurisdiction. Our address list includes both city-style and noncity-style addresses. You cannot update the census address list or challenge the address counts. The Census Bureau will match your local address file to ours and make corrections to our census address list.

Each LUCA liaison and reviewer must sign and return a confidentiality agreement. The LUCA liaison is also required to perform a data security self-assessment and complete, sign, and return the self-assessment checklist.

In this option you will receive a complete Census Bureau address list and an address count list by block as a reference for your jurisdiction.

### The Census Bureau provides:

- A complete Census Bureau address list for your jurisdiction (computer-readable).
- A count of addresses by census block within your jurisdiction (computer-readable).
- Census Bureau paper maps or digital shapefiles.
- A *2010 Census LUCA Program User's Guide*.
- MAF/TIGER Partnership Software application (if requested).
- Training.

Options 2 and 3 allow you to only submit your local address file in a Census Bureau predefined computer-readable format.

### You provide:

- Your local address file (containing only city-style addresses) in a predefined computer-readable format.
- Updates and corrections to the features and legal boundaries on the Census Bureau's maps or digital shapefiles.

*Note—Use of digital shapefiles requires a GIS software package, such as the Census MAF/TIGER Partnership Software (MTPS).*

## Option 3—Non-Title 13 Local Address List Submission



The Non-Title 13 Local Address List Submission option offers you an opportunity to submit your local computer-readable address file (city-style addresses only) to the Census Bureau. Under this option, you **do not** receive the census address list. However, you **do** receive, as a reference, an address count list (computer-readable only) that contains address counts for each of the census blocks within your jurisdiction. The Census Bureau will match your address file to ours and make corrections to our census address list.

Option 3 allows you to submit your local address file in a Census Bureau predefined computer-readable format.

A signed confidentiality agreement is not required for Option 3.

### The Census Bureau provides:

- A count of addresses by census block within your jurisdiction (computer-readable).
- Census Bureau paper maps or digital shapefiles.
- A *2010 Census LUCA Program User's Guide*.
- MAF/TIGER Partnership Software application (if requested).
- Training.

### You provide:

- Your local address file (containing only city-style addresses) in a predefined Census Bureau computer-readable format.
- Updates and corrections to the features and legal boundaries on the Census Bureau's maps or digital shapefiles.

*Note—Use of digital shapefiles requires a GIS software package, such as the Census MAF/TIGER Partnership Software (MTPS).*