

2020 Census New Construction Program Overview

Original Date: May, 2019

Last Revision Date: NA

Background

In anticipation of the 2020 Census, the U.S. Census Bureau is asking for local government participation in the **2020 Census New Construction Program** (<https://www.census.gov/programs-surveys/decennial-census/about/new-construction.html>). This program is designed to identify residential addresses for which construction was in progress during or after March 1, 2018 and will be complete (roofing, doors and windows) by Census Day, April 1, 2020. Essentially, these are residential structures completed between the end of the **Local Update of Census Addresses (LUCA)** program and Census Day 2020.

Importance of Accurate Data

The purpose of the New Construction program is to improve the accuracy and completeness of the Census Bureau's address list for every municipality, ensuring that 2020 Census forms are delivered to the maximum number of households and group quarters such as nursing homes, group homes, etc.

Having an accurate list of addresses for the 2020 Census is critical for local entities. The population data collected during the Census contributes to the following:

1. Apportionment of seats in the US House of Representatives
2. Distribution of significant amounts of State-generated funds
3. Grant applications that fund community, social, economic, and environmental programs
4. Planning for future growth and development

Can the County Participate on my Community's Behalf?

As with many U.S. Census Bureau Programs, the County tries to reduce duplication of effort and city, village, and township (CVT) staff time by submitting information on behalf of Oakland County communities. For the **New Construction Program**, the County's ability to submit for your CVT depends on the Assessing system your CVT is using, as described in the following sections.

Note: If Oakland County Equalization is contracted to do your assessing, then you are on the County's BSA Assessing system. Otherwise, if you are not sure if you are on the County's Assessing system, please check with your CVT's assessor.



My community is on the County's BSA Assessing system, and Equalization performs my assessing

Oakland County can do the analysis, formatting, and submitting of data on your behalf for this program. We will be working with the County's Equalization Department to query the qualifying new construction information from the building permit information in the Assessing database for your community.

If we have questions about any addresses as we prepare the list this fall, we will reach out to the person your CVT has identified as your New Construction Program contact.

My community is on the County's BSA Assessing system, and my CVT has a local assessor

Oakland County can do the analysis, formatting, and submitting of data on your behalf for this program.

However, you need to confirm with your local assessor that he or she is entering all of your CVT's building permit information into the County's BSA Assessing system. Please be sure to confirm this before asking the County to submit on your CVT's behalf.

We will be working with the County's Equalization Department to query the qualifying new construction information from the building permit information in the Assessing database for your community.

If we have questions about any addresses as we prepare the list this fall, we will reach out to the person your CVT has identified as your New Construction Program contact.

My community is on a stand-alone BSA Assessing system

Those communities who are **not** on the County's BSA Assessing system should plan to participate on their own for the New Construction Program. Because we will be using permit information from BSA Assessing to do our analysis, we are not able to submit on behalf of those not on the County's Assessing system. If you are interested in the process we will be using, please contact me (Susan Moore, moores@oakgov.com).



CVT Next Steps

CVTs have until **June 14, 2019** to make participation decisions regarding the New Construction Program. **All steps below need to be completed by this date.**

If you are on the County's BSA Assessing system:

1. The HEO fills out [this online form](https://arcg.is/1Wn8vv) (<https://arcg.is/1Wn8vv>) to let us know your choice. Please also indicate with whom we should work in your community if we have questions as we do our analysis this fall.

The County is NOT notified when a community selects us to participate on your behalf, so this step is important!

2. Fill out the registration form from the U.S. Census Bureau that was mailed to your HEO, or use the online form: <https://www.census.gov/programs-surveys/decennialcensus/about/NewConstruction/RegistrationForm.html>
 - a. If you plan to **submit on your behalf**:
 - i. On section 1 of the Registration Form your HEO received **from the U.S. Census Bureau**:
 1. Mark "NO, our government is not participating."
 2. Mark that another government is participating on your behalf. Please print "Oakland County" as the name of the government responding for your government on the line provided.
 3. The Highest Elected Official completes and signs section 2.
 4. There is no need to fill out section 3.
 - b. If you plan to **submit on your own**:
 - i. On section 1 of the Registration Form your HEO received **from the U.S. Census Bureau**:
 1. Mark "YES, our government would like to participate in the New Construction Program."
 2. Complete the rest of the form as indicated by the U.S. Census Bureau.

If you are NOT on the County's BSA Assessing system:

Those communities not on the County's BSA Assessing system should fill out the applicable options on the U.S. Census Bureau's registration form.



Timeline

April – May 2019	U.S. Census Bureau sends invitation and registration materials to Highest Elected Officials and Tribal Chairs of eligible governments.
June 14, 2019	<ul style="list-style-type: none"> • New Construction Program registration deadline for the U.S. Census Bureau. • Notification due to Oakland County if you wish the County to submit on your community's behalf.
Summer 2019	U.S. Census Bureau provides additional program participation guidelines and details.
September, 2019	<ul style="list-style-type: none"> • Registered participants receive/download materials. • Training webinars provided by U.S. Census Bureau begin.
November 22, 2019	Final deadline to submit addresses to the U.S. Census Bureau.

