

Be Counted Program &
Questionnaire Assistance Centers
November 5, 2009

Be Counted Program

- A Be Counted Site is a location where people who feel they have not been counted can go to pick up a blank Be Counted questionnaire.
- These sites are ideally located in a highly visible and accessible location.
- Questionnaires will be available in the 6 questionnaire languages at these sites (English, Spanish, Vietnamese, Russian, Chinese Simplified, and Korean).
- BC Program runs from March 19, 2010 through April 19, 2010

Be Counted Questionnaire

U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU

United States Census 2010

Be Counted!

This is an official census form for people who might not have been counted already.

Who should be listed on this form?

- Include yourself if you have not been counted in the 2010 Census.
- Include anyone else who was living with you on April 1, 2010 who has not yet been counted.
- Include family members, nonrelatives, and anyone else who lives and sleeps at your address most of the time and has not been counted. Do not forget babies!

Who should NOT be listed on this form?

- Do NOT include anyone who has already been counted in the 2010 Census.
- Do NOT include people living away at college or in the Armed Forces. We will count them at those places.
- Do NOT include anyone in a nursing home, jail, prison, detention facility, etc., on April 1, 2010. We will count them at those places.

Provide your complete address.

- If you do not have an address, mark the box under Question 1 and provide as much information as possible about the place you were staying on April 1, 2010.
- If you have more than one residence, provide the address of the place where you live most of the time.
- Please do not provide a PO box address. The Census Bureau needs to know the location of where each person was living or staying on April 1, 2010.

If you need help completing this form, call 1-866-472-6898 between 8:00 a.m. and 8:00 p.m., 7 days a week. The telephone call is free.

TDD — Telephone display device for the hearing impaired. Call 1-866-783-2010 between 8:00 a.m. and 8:00 p.m., 7 days a week. The telephone call is free.

¡NECESITA AYUDA? Si usted necesita ayuda para completar este cuestionario, llame al 1-866-472-6898 entre las 8:00 a.m. y 8:00 p.m., 7 días a la semana. La llamada telefónica es gratis.

The U.S. Census Bureau estimates that, for the average household, this form will take about 10 minutes to complete, including the time for reviewing the instructions and answers. Send comments regarding this burden estimate or any other aspect of this burden to: Paperwork Reduction Project (067-0019-C), U.S. Census Bureau, AMSO-0K136, 4800 Silver Hill Road, Washington, DC 20233. You may e-mail comments to <Paperwork@census.gov>; use "Paperwork Project 067-0019-C" as the subject.

Respondents are not required to respond to any information collection unless it displays a valid approval number from the Office of Management and Budget.

OMB No. 067-0019-C; Approval Expires 12/31/2011.

Form **D-10** (3-4-2008)

U.S. CENSUS BUREAU

Use a blue or black pen.
Start here

PHOTOCOPIES CANNOT BE ACCEPTED

1. What is the full address of the place you were living on April 1, 2010? If you have more than one residence, provide the address of the place where you live most of the time.

Mark **X** this box if you had no address on Thursday, April 1, 2010. Use the boxes below to identify the location where you stayed. Include city, county, state, ZIP Code, and any other information such as street or park name.

House number: _____

Street name: _____

Apartment number: _____

Rural route address: _____

City: _____ State: _____ ZIP Code: _____

County: _____

2. Is this house, apartment, or mobile home — Mark **X** ONE box.

Owned by you or someone in this household with a mortgage or loan? Include home equity loans.

Owned by you or someone in this household free and clear (without a mortgage or loan)?

Rented?

Occupied without payment of rent?

3. What is your telephone number? We may call if we don't understand an answer.

Area Code + Number: _____

4. Are you filling out this form for ALL of the people who were living or staying at this address on April 1, 2010?

Yes

No

If you are completing this form for ALL of the people living at this address, start with a person living here who owns or rents this house or apartment. Otherwise, start with yourself.

What is Person 1's name? Print name below.

Last Name: _____

First Name: _____ M F

What is Person 1's sex? Mark **X** ONE box.

Male Female

What is Person 1's age and what is Person 1's date of birth? Please report babies as age 0 when the child is less than 1 year old.

Age on April 1, 2010: _____

Month: _____ Day: _____ Year of birth: _____

NOTE: Please answer BOTH Question 4 about Hispanic origin and Question 5 about race. For this census, Hispanic origins are not races.

Is Person 1 of Hispanic, Latino, or Spanish origin?

- No, not of Hispanic, Latino, or Spanish origin
- Yes, Mexican, Mexican Am., Chicano
- Yes, Puerto Rican
- Yes, Cuban
- Yes, another Hispanic, Latino, or Spanish origin — Print origin, for example, Argentinian, Colombian, Dominican, Nicaraguan, Salvadoran, Spanish, and so on. *2*

What is Person 1's race? Mark **X** one or more boxes.

- White
- Black, African Am., or Negro
- American Indian or Alaska Native — Print name of enrolled or principal tribe. *2*
- Asian Indian
- Chinese
- Filipino
- Other Asia — Print race, for example, Hmong, Laotian, Thai, Pakistani, Cambodian, and so on. *2*
- Japanese
- Korean
- Vietnamese
- Native Hawaiian
- Guamanian or Chamorro
- Samoan
- Other Pacific Islander — Print race, for example, Fijian, Tongan, and so on. *2*

Continue with information about the next person who has not been counted.

Others below. They may be contacted by the Census Bureau for the same information about these people.

Person 6: Last Name: _____ Sex: Male Female

First Name: _____ M F

Age on April 1, 2010: _____ Date of Birth: _____ Month: _____ Day: _____ Year: _____ Related to Person 1? Yes No

Person 7: Last Name: _____ Sex: Male Female

First Name: _____ M F

Age on April 1, 2010: _____ Date of Birth: _____ Month: _____ Day: _____ Year: _____ Related to Person 1? Yes No

Person 8: Last Name: _____ Sex: Male Female

First Name: _____ M F

Age on April 1, 2010: _____ Date of Birth: _____ Month: _____ Day: _____ Year: _____ Related to Person 1? Yes No

Person 9: Last Name: _____ Sex: Male Female

First Name: _____ M F

Age on April 1, 2010: _____ Date of Birth: _____ Month: _____ Day: _____ Year: _____ Related to Person 1? Yes No

Person 10: Last Name: _____ Sex: Male Female

First Name: _____ M F

Age on April 1, 2010: _____ Date of Birth: _____ Month: _____ Day: _____ Year: _____ Related to Person 1? Yes No

Thank you for completing your official 2010 Census form.

FOR OFFICIAL USE ONLY
J01 J02

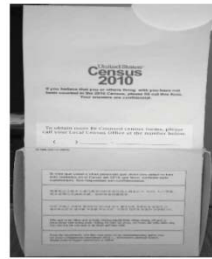
Site Information

- Be Counted sites should be located where Be Counted questionnaires are needed:
 - Hot Tracts, within Hard to Count areas, areas where people may be missed or not counted
- Boxes should be located in an area easily visible and accessible
 - Examples: Libraries, Convenience/Grocery Stores, Non-profit agencies, Churches, Laundromats, Pharmacies, Village Hall, Post Offices, etc.
- Potential locations for BC sites are recommended by Partnership Specialists in collaboration with Complete Count Committees and Local Census Offices

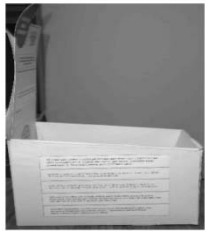
Be Counted Container



Assembled Container – Front View



Assembled Container – Back View

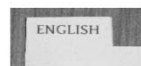


Assembled Container – Side View

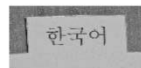


Assembled Container – With Tabs

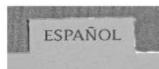
Illustration 3.6: Language Tabs



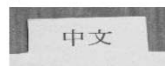
English Tab



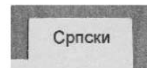
Korean Tab



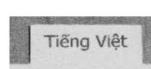
Spanish Tab



Chinese Tab



Russian Tab



Vietnamese Tab

- Space requirements for the BC site include: space for a box 9.5”x8”x19”and space for a poster
- 120 questionnaires per box
- Number of language questionnaires will be determined by BC/QAC needs, a minimum of 5 in each language will be available

Questionnaire Assistance Centers

- Some Be Counted sites will be designated as Questionnaire Assistance Centers (QACs)
- A Questionnaire Assistance Center is a location where people who are having difficulty filling out their questionnaire can go to receive assistance understanding the questionnaire
- Sworn census employees will be available during the QAC hours
- The QAC Program will run from March 19, 2010 to April 19, 2010

Questionnaire Assistance Centers

- In addition to the Be Counted container with D-10 questionnaires, QACs will have QAC Representatives on site during designated hours who will:
 - Answer general questions about the census
 - Provide language or general assistance for those who bring in census questionnaire they received at home or who are attempting to complete a Be Counted questionnaire
 - The QAC kit will include some of these materials:
 - Language Assistance Guides (available in 59 languages): to assist individuals in filling out the English questionnaire.
 - Language Assistance Guides for Braille and English Large Print.
- QAC Representatives may be selected with certain language skills based on QAC service area needs.

Timeline

- Now through December 2009
 - Identification of site recommendations by the Partnership staff, Complete Count Committees, and Local Census Offices
- January 2010
 - Staff finalizes QAC and BC site locations
- February & March 2010
 - Staff selection and training
- February 26, 2010
 - QACs open in Update/Leave areas
- March 19, 2010 – April 19, 2010
 - BCs/QACs open in all areas