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**United States<sup>®</sup>  
Census  
2020**

[www.my2020census.gov](http://www.my2020census.gov)

## Why Filling out the Census is Important

The Census is quick, easy and safe to fill out and determines resources for our community for the next decade. Do your part and make sure every person is counted in your household today.

## Welcome to the 2020 Census

- It's quick and easy. The 2020 Census questionnaire will take about 10 minutes to complete.
- It's safe, secure, and confidential. Your information and privacy are protected.
- Your response helps to direct billions of dollars in federal funds to local communities for schools, roads, and other public services.
- Results from the 2020 Census will be used to determine the number of seats each state has in Congress and your political representation at all levels of government.

## Getting started

- You must complete your questionnaire once you begin. If you leave the questionnaire and return later, you will have to start over.
- Do not use the web browser buttons (back, forward, or close browser). Use the buttons within the questionnaire to navigate.
- For best results, use the latest version of Chrome, Firefox, Internet Explorer, or Safari. Enable cookies.

# INSTRUCTIONS

## **1. Who Should Complete the 2020 Census questionnaire**

The 2020 Census questionnaire should be completed by the person who owns or rents the living quarters, or any other person who is at least 15 years of age with knowledge of the household.

## **2. Navigation**

Use only the “Next” or “Previous” buttons on the bottom of each screen. Do NOT use the Forward or Back buttons on your browser.

## **3. Changing Responses**

For questions where you must choose a single response from a list, clicking another response will change your answer to that response. If it is a “select all that apply” question, you may click on a selected check box to unselect the box and remove it as one of your answers.

## **4. Session Time Limits**

If you leave the 2020 Census questionnaire inactive for more than 15 minutes or if you do not submit, your answers will not be saved. You will need to start over. This questionnaire must be completed and submitted in one session.

## **5. Help with Questions**

If you need assistance on a specific question, use the “Help” link that appears to the right of the question.

## **6. Submitting your 2020 Census questionnaire**

Once your 2020 Census questionnaire is submitted, you will not be able to access your information or change any of your responses. After you submit your questionnaire and are shown the confirmation page, you may close the web browser.

## Page 3 of 4 Frequently Asked Questions

- 1. What is the 2020 Census?** The goal of the census is to count every person living in the United States, once, only once and in the right place. Article I, Section 2 of the U.S. Constitution mandates that this population and housing count occur every 10 years. Census data guide how more than \$675 billion of federal funding is distributed to states and communities each year.
- 2. Am I required to respond to the 2020 Census?** Yes, you are required by law to respond to the 2020 Census (Title 13, U.S. Code, Sections 141 and 193). We are conducting the 2020 Census under the authority of Title 13, U.S. Code, Sections 141, 193 and 221. This collection of information has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-1006. If this number were not displayed, we could not conduct the census.
- 3. Are my answers confidential and private?** Yes. The Census Bureau is required by law to protect your information. The Census Bureau is not permitted to publicly release your responses in a way that could identify you or your household. Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data. All web data submissions are encrypted in order to protect your privacy. Title 13 of the U.S. Code protects the confidentiality of all your information. Violating the confidentiality of a respondent is a federal crime with serious penalties, including a federal prison sentence of up to five years, a fine of up to \$250,000, or both. Only authorized individuals have access to the stored data, and the information you provide to the Census Bureau may only be used by a restricted number of authorized individuals who are sworn for life to protect the confidentiality of your individual responses. Your answers cannot be used against you by any government agency or court. For more information about how we protect your information, please visit our website at [census.gov](https://www.census.gov) and click on "Data Protection and Privacy Policy" at the bottom of the home page. This page also includes information about the collection, storage, and use of these records. Click on "System of Records Notices (SORN)" and look for Privacy Act System of Records Notice COMMERCE/CENSUS-5, Decennial Census Program.
- 4. Who should complete the 2020 Census questionnaire?** This 2020 Census questionnaire should be completed by the person who owns or rents the

living quarters or any other person who is at least 15 years of age with knowledge of the household.

5. **How do I change my answers?** For questions where you must choose a single response from a list, clicking another response will change your answer to that response. If it is a “select all that apply” question, you may click on a selected check box to unselect the box and remove it as one of your answers.
6. **How long will the 2020 Census questionnaire take?** The Census Bureau estimates that completing the questionnaire will take 10 minutes on average.
7. **How will the Census Bureau use the information I provide?** By law, the Census Bureau can only use your responses to produce statistics.
8. **Is it safe to complete the 2020 Census questionnaire online?** Yes. For each online questionnaire, we are required to provide an explanation to respondents about the confidentiality of the data and the laws that protect those data (e.g., Title 13, U.S. Code Section 9 (a)). Per the Federal Cybersecurity Enhancement Act of 2015, your data are protected from cybersecurity risks through screening of the systems that transmit your data. All web data submissions are encrypted in order to protect your privacy, even in the remote chance that your responses are intercepted. More information on this topic can be found on the Data Protection and Privacy Policy webpage (<http://www.census.gov/privacy/>).
9. **Will the results be published?** Yes. By law, the Census Bureau can only use your responses to produce statistics. The Census Bureau is not permitted to publicly release your responses in a way that could identify you or your household. The Census Bureau plans to make results of this study available to the general public. Results will be presented in aggregate form and no personally identifiable information will be published. Information quality is an integral part of the pre-dissemination review of the information disseminated by the Census Bureau (fully described in the Census Bureau’s Information Quality Guidelines at <https://www.census.gov/about/policies/quality/guidelines.html>). Information quality is also integral to the information collection conducted by the Census Bureau and is incorporated into the clearance process by the Paperwork Reduction Act.
10. **Do I have to complete the 2020 Census questionnaire for my household members?** Yes, you will be asked to provide information for each household member.