2020 United States Census **EVERYONE COUNTS: The**



Toolkit for UUP Chapters

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Section 1:

Note on the 2020 Census and COVID-19

As we all do our part to stop the spread of COVID-19, we have focused on actions members can participate in remotely to help raise awareness of the 2020 Census and ensure a complete count of all communities.

Please keep UUP updated on your 2020 Census Plans by contacting Member Communications and Policy Associate Amy Sheldon (asheldon@uupmail.org), so we can assist as needed. All 2020 Census questions should be directed to Amy.

Overview:

The United State Census Bureau began sending invitations to complete 2020 Census questionnaires in early March. For the first time, households will have the option to respond online, as well as over the phone or through mail. UUP is partnering with the US Census Bureau to help ensure that all communities throughout New York are fully counted.

Why the 2020 Census is Important:

The U.S. Constitution mandates a headcount of everyone living in the United States every 10 years. The first census was conducted in 1790. The census counts every person living in the U.S. once, only once, and in the right place, including non-citizens and children. The data collected is used in many ways, but individual answers are never shared publicly or with any other government agency (see "The 2020 Census and **Confidentiality**" for more information). Census data are used in many ways, including:

Distribution of over \$675 billion annually in federal funds back to tribal, state, and local governments.

- Redistricting of state and federal legislative districts.
- Distribution of Medicaid funding.
- Drawing school district boundaries.
- See "50 Ways Census Data are Used" for more examples.

See <u>"The 2020 Census is Coming—and the Results Will Impact State Budgets"</u> from The Pew Research Center for more information.

What to Expect:

The first invitations to complete 2020 Census questionnaires were sent in mid-March. The Census Bureau will send multiple follow-ups before visiting households in-person. The chart to the right outlines what people should expect in the mail. The handout titled "How the 2020 Census will invite everyone to respond" is included in the resources section of this toolkit and includes more details.

Counting Students:

College students will be a challenging group for the Census Bureau to contact. According to the Census Bureau, "college students should be counted where they live and sleep most of the

WHAT WE WILL SEND IN THE MAIL		
On or between	You'll receive:	
March 12-20	An invitation to respond online to the 2020 Census. (Some households will also receive paper questionnaires.)	
March 16-24	A reminder letter.	
	If you haven't responded yet:	
March 26-April 3	A reminder postcard.	
April 8-16	A reminder letter and paper questionnaire.	
April 20-27	A final reminder postcard before we follow up in person.	

time as of April 1, 2020." Per the Census Bureau's residence criteria, in most cases students living away from home at school should be counted at school, even if they are temporarily elsewhere due to the COVID-19 pandemic. This means, even though many students have moved home for the semester due to COVID-19, they should complete their 2020 Census online for their **campus** location. UUP members can help by educating students on the importance of completing their 2020 Census form. Please visit for more information: https://www.census.gov/newsroom/press-releases/2020/modifying-2020-operations-for-counting-college-students.html

EVERYONE COUNTS: The 2020 United States Census

Section 2: Ideas for Action-Phone Banking and more

1. Census Phone Banking



One way for UUP to have an impact on 2020 Census participation is through phone banking. Phone banking is a great at-home action that is easy to complete whenever someone has time.

Steps to Phone Banking at Home

- 1. Reach out to your members inviting them to make phone calls from home. (Please see sample email below. Feel free to adjust for your needs)
- 2. Decide if your chapter would like to make calls to fellow UUP members or the general public. Note: We have the ability to target areas and demographics that are traditionally undercounted with the goal of increasing participation. This can be done for member-to-member calls or by making calls to the general public.
- 3. Reach out to Amy Sheldon, asheldon@uupmail.org, with how many members are interested in phone banking, who you would like to target (members or general public) and the names and email addresses of participants.
- 4. Amy Sheldon will work with NYSUT to provide members with a script and call lists.
- 5. Members can contact Amy Sheldon, <u>asheldon@uupmail.org</u>, with any questions.

Sample Email (attach the "Census 2020- Everyone Counts" flier from the resources section to your email)

Subject: Phone Banking for the 2020 Census at Home!

Colleagues,

For the first time, people will be able to complete their 2020 Census forms online, as well as over the phone or by mail. Data collected during the 2020 Census will determine congressional representation, redistricting, and the distribution of over \$675 billion annually in federal funds, including key funding for SUNY and our public teaching hospitals. Please see the attached flier for more information.

One way that you can help ensure that all communities are counted is by making phone calls to fellow New Yorkers explaining the importance of the 2020 Census and encouraging them to complete their questionnaire online.

Phone calls can be made at your convenience and from the comfort of your home. If you are interested in joining us in this important work, please reach out, and we can answer any questions and provide you with the necessary information.

In solidarity,

2. Census Discussion

Host a webinar about the importance of the 2020 Census or include discussion of the Census at your next Membership Meeting. Contact Amy Sheldon, asheldon@uupmail.org, if you would like assistance in setting up a webinar. If you would like a representative from the Census Bureau to attend and provide a short presentation on the 2020 Census let Amy know.

3. Letter to the Editor

Send a letter to the editor to your local news outlets about the importance of the 2020 Census. Please contact Mike Lisi, mlisi@uupmail.org, for a sample.

4. Post to Social Media

See the Social Media sample posts and graphics in the next section for more information.

EVERYONE COUNTS: The 2020 United States Census

Section 3: Social Media Sample Posts and Graphics

Use #CountUUPin when posting to social media.



Sample Posts:

- 1. For the first time, you have the option of completing your census form online, by phone or by mail. You can respond to the census in less time than it takes to finish your morning coffee, and it is essential to ensuring your community is fairly counted! #CountUUPin #Census2020 @uscensusbureau
- The 2020 Census will determine how over \$675 billion in federal funding will be distributed to states, counties and communities. Complete your census today! #CountUUPin #Census2020 @uscensusbureau
- 3. Every 10 years, the @uscensusbureau undertakes the task of counting every resident of the United States, regardless of citizenship status. UUP is doing our part to make sure that everyone is counted. #CountUUPin #Census2020
- 4. Information collected during the 2020 Census will determine state and federal redistricting. Make sure your community is fairly represented and complete your census form today! #CountUUPin #Census2020 @uscensusbureau
- 5. Your responses to the 2020 Census are safe, secure, and protected by federal law. Your answers can only be used to produce statistics—they cannot be used against you in any way. #CountUUPin #Census2020 @uscensusbureau

On <u>www.census.gov</u>, you can find many great resources to share, including videos at: https://www.census.gov/library/video.All.html

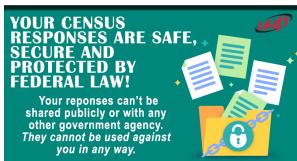
Graphics on next page.

Graphics: CLICK ON GRAPHIC TO DOWNLOAD. All graphics can be downloaded here.







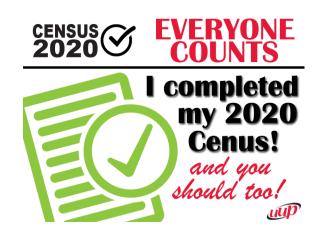












EVERYONE COUNTS: The 2020 United States Census

Section 4: Creating Partnerships

The 2020 Census is a great opportunity for coalition building with local community, campus and union groups. In addition to working with your UUP/AFT Professional Organizer and Chapter Political Coordinator, here is a sample of groups that chapters may want to partner with:

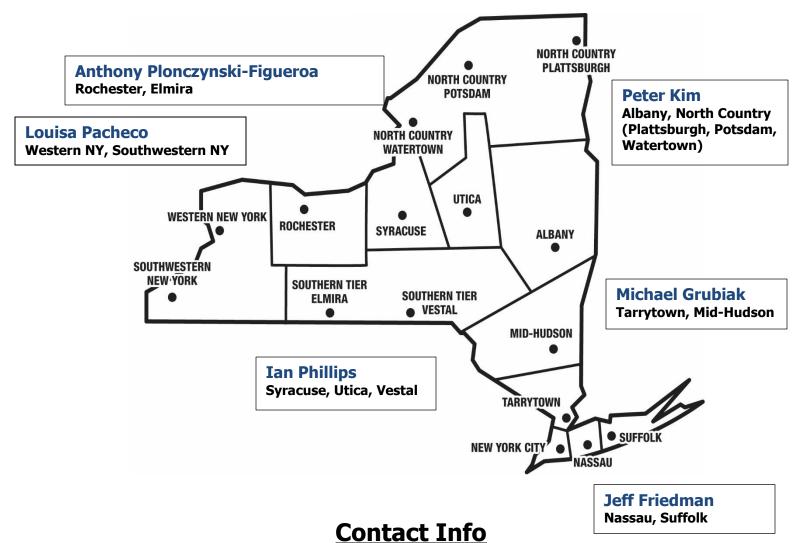
- 1. Other local unions
 - a. NYSUT (including Local Presidents, Political Action Coordinators, Political Organizers- find contact information below)
- 2. PSC, CSEA, PEF, NYSNA etc
- 3. Central Labor Councils (find contact information below)
- 4. Local Indivisible Groups
- 5. Local Political Parties
- 6. Campus Student Governments and local NYPIRG chapters
- 7. Faculty Senate
- 8. Local Activists
- 9. Churches
- 10. Libraries
- 11. League of Women Voters- Find your local region's contact information at: https://my.lwv.org/new-york-state/local-leagues/find-your-local-league

To view AFT's 2020 Census information: https://www.aft.org/census2020

To view NYSUT's 2020 Census information: https://nysutcounts.org/

To view NEA's 2020 Census information: http://neatoday.org/2019/11/13/2020census/





RPO Name	Email Address	Telephone Number
Anthony Plonczynski-Figueroa	Anthony.Plonczynski-Figueroa@nysut.org	(585) 454-5550
Ian Phillips	Ian.Phillips@nysut.org	(315) 431-4040
Jeff Friedman	Jeffrey.Friedman@nysut.org	(516) 496-2035
Louisa Pacheco	Louisa.Pacheco@nysut.org	(716) 634-7132
Michael Grubiak	Michael.Grubiak@nysut.org	(914) 592-4411
Peter Kim	Peter.Kim@nysut.org	(518) 213-6000



Central Labor Councils

Albany Central Federation of Labor

Bill Ritchie, President 196 Mount Hope Drive Albany, NY 12202 518-462-2542 billritchie100@gmail.com

Broome-Tioga Federation of Labor

Mike Dundon, President 622 West State Street Ithaca, NY 14850 607-797-6911 mdundo@nyslof.org

Buffalo AFL-CIO Council

John Mudie, President 2495 Main Street, Suite 440 Buffalo, NY 14214 evp@cwa1122.org

Cattaraugus-Alleghany Counties CLC

Anna Geronimo, President 1 West Oak Hill Drive Jamestown, NY 14701 716-664-7425 ageronim@nysutmail.org

Cayuga Central Labor Council

Bill Andre, President
BCTGM Local 116
66 Genesee Street
Auburn, NY 13021
315-255-0116
bctgmlocal116@verizon.net

Central NY Labor Council

Samantha Deriso, President 287 Genesee St Utica, NY 13501 315-735-6101 cnylaboragency@gmail.com

Chemung-Schuyler Labor Assembly

Bob Holden, President IBEW Local 139 415 West Second Street Elmira, NY 14901 607-215-2320 ibew139org@aol.com

Dunkirk Central Labor Council

Douglas Stock, President 15 Woodward Drive Fredonia, NY 14063 716-673-1486 dstockaflcio@aol.com

Dutchess County Central Labor Council

Rob Pinto, President C/O CWA Local 1120 157 Wagner Road Poughkeepsie, NY 12603 845-206-8488 jetspinto@yahoo.com

Greater Glens Falls Central Labor Council

Patricia Goyette, President 11 Pacific Street Granville, NY 12832 518-642-9393 dudette1952@gmail.com

Hudson-Catskill Central Labor Council

Sparrow Tobin, President 15 Stone Castle Road Rock Tavern, NY 12575 845-649-8905 sparrowtobin@gmail.com

Jamestown Central Labor Council

David Wilkinson, President IBEW Local 106 322 James Avenue Jamestown, NY 14701 716-484-9449 ibew106@windstream.net

Jefferson/Lewis/St. Lawrence Central Labor Council

Ron McDougall, President 61 Beach Street, Suite 102 Massena, NY 13662 315-764-0271 ronaldpmcdougall@gmail.com

Long Island Federation of Labor

John R. Durso, President RWDSU Local 338 1505 Kellum Place Mineola, NY 11501 516-294-1338 jrdurso@local338.org

Mid-State Central Labor Council

Tom Sieling, President 302 Van Ostrand Road Newfield, NY14867 607-564-3508 risatom@lightlink.com

New York City Central Labor Council

Vincent Alvarez, President 275 Seventh Avenue, 18th Floor New York, NY 10001 212-604-9552

valvarez@nycclc.org

Niagara/Orleans CentralLabor Council

Jim Briggs, President USW District 4 305 Cayuga Road, Suite 175 Cheektowaga, NY 14225 716-565-1720 jbriggs@usw.org

Northeast Central Labor Council

Michele Bushey, President 313 Soper Street Morrisonville, NY 12962 518-565-5800 mbushey@charter.net

Oswego Central Labor Council

Kathleen Walpole, President 139 East Cayuga Street Oswego, NY 13126 315-342-3830 casey.walpole@oswego.edu

Rochester & Vicinity Labor Council

Dan Maloney, President c/o UAW 221 Dewey Ave Rochester, NY 14608 585-245-1908 buffbills13@yaho.com

Rockland County Labor Council

Gil Heim, President 8 Taylor Lane New City, NY 10956 Giheim363@citlink.net

Saratoga Area Labor Council

Phil Stegglein, President 900 Commerce Road Clifton Park,NY, 12065 518-452-0404 phil@smartlu83.org

Schenectady Area Labor Council

Scott A. Fernandez, President IUE-CWA Local 301 Union Office 336 Broadway Schenectady, NY 12303 518-393-1386 ext. 15 scottfernandez@iuecwalocal301.org

Steuben-Livingston County Central Labor Council

Warren Baker, President USW 1000 290 Main Street Coopers Plains, NY 14870 607-974-3407

bakerww@corning.com

Greater Syracuse Labor Council

Dr. Dennis Nave, President 5586 Legionnaire Drive, Suite 1 Cicero, NY 13039 suebfma@gmail.com

Tri-County Central Labor Council

Timothy Backus, President 207 Peterson Road Laurens, NY 13796 timb1@frontiernet.net

Troy Area Labor Council

Herb Hennings, President 3034 Squire Boulevard Slingerlands, NY 12159 518-456-7261 hhennings@nycap.rr.com

Upper Hudson Valley Central Labor Council

James Mooney, President 6 Redwood Road Saugerties, NY 12477 jmooney1@hvc.rr.com

Westchester/Putnam Labor Council

Tom Carey, President 595 West Hartsdale Avenue White Plains, NY 10607 914-328-7988 careyt2491@gmail.com



RESOURCES

CENSUS EVERYONE 2020 COUNTS

Everyone counts: The census counts every person living in the United States, including non-citizens and children.

It's in the U.S. Constitution: Since 1790, the census has occurred every 10 years.

Take part in democracy: Completing the census is part of your civic duty.

Fair representation and redistricting:

The information collected during the census determines how many Congressional seats each state gets. States also use the data to redraw the boundaries for federal and state legislative districts.





\$675 billion: The census data determines where to send over \$675 billion in federal funds, grants, and support to states, counties and communities. *That's vital funding for SUNY and our public teaching hospitals.*

Complete your census form online: For the first time, people will be able to fill out their census questionnaire online, by phone, or by mail. You will receive an invitation to respond in March, with reminders in the following weeks.

Privacy: It's against the law for the Census Bureau to share your information publicly or with any other government agency. The information you share cannot be used against you.



Encourage your friends, coworkers, and neighbors to complete theirs too!





The 2020 Census and Confidentiality

Your responses to the 2020 Census are safe, secure, and protected by federal law. Your answers can only be used to produce statistics—they cannot be used against you in any way. By law, all responses to U.S. Census Bureau household and business surveys are kept completely confidential.

Respond to the 2020 Census to shape the future.

Responding to the census helps communities get the funding they need and helps businesses make data-driven decisions that grow the economy. Census data impact our daily lives, informing important decisions about funding for services and infrastructure in your community, including health care, senior centers, jobs, political representation, roads, schools, and businesses. More than \$675 billion in federal funding flows back to states and local communities each year based on census data.











Your census responses are safe and secure.

The Census Bureau is required by law to protect any personal information we collect and keep it strictly confidential. The Census Bureau can only use your answers to produce statistics. In fact, every Census Bureau employee takes an oath to protect your personal information for life. Your answers cannot be used for law enforcement purposes or to determine your personal eligibility for government benefits.

By law, your responses cannot be used against you.

By law, your census responses cannot be used against you by any government agency or court in any way—not by the Federal Bureau of Investigation (FBI), not by the Central Intelligence Agency (CIA), not by the Department of Homeland Security (DHS), and not by U.S. Immigration and Customs Enforcement (ICE). The law requires the Census Bureau to keep your information confidential and use your responses only to produce statistics.



The law is clear—no personal information can be shared.

Under Title 13 of the U.S. Code, the Census Bureau cannot release any identifiable information about individuals, households, or businesses, even to law enforcement agencies.

The law states that the information collected may only be used for statistical purposes and no other purpose.

To support historical research, Title 44 of the U.S. Code allows the National Archives and Records Administration to release census records only after 72 years.

All Census Bureau staff take a lifetime oath to protect your personal information, and any violation comes with a penalty of up to \$250,000 and/or up to 5 years in prison.



There are no exceptions.

The law requires the Census Bureau to keep everyone's information confidential. By law, your responses cannot be used against you by any government agency or court in any way. The Census Bureau will not share an individual's responses with immigration enforcement agencies, law enforcement agencies, or allow that information to be used to determine eligibility for government benefits. Title 13 makes it very clear that the data we collect can only be used for statistical purposes—we cannot allow it to be used for anything else, including law enforcement.

It's your choice: you can respond securely online, by mail, or by phone.

You will have the option of responding online, by mail, or by phone. Households that don't respond in one of these ways will be visited by a census taker to collect the information in person. Regardless of how you respond, your personal information is protected by law.

Your online responses are safe from hacking and other cyberthreats.

The Census Bureau takes strong precautions to keep online responses secure. All data submitted online are encrypted to protect personal privacy, and our cybersecurity program meets the highest and most recent standards for protecting personal information. Once the data are received, they are no longer online. From the moment the Census Bureau collects responses, our focus and legal obligation is to keep them safe.

We are committed to confidentiality.

At the U.S. Census Bureau, we are absolutely committed to keeping your responses confidential. This commitment means it is safe to provide your answers and know that they will only be used to paint a statistical portrait of our nation and communities.

Learn more about the Census Bureau's data protection and privacy program at www.census.gov/privacy.



Laws protecting personal census information have withstood challenges.

In 1982, the U.S. Supreme Court confirmed that even addresses are confidential and cannot be disclosed through legal discovery or the Freedom of Information Act (FOIA). In 2010, the U.S. Justice Department determined that the Patriot Act does not override the law that protects the confidentiality of individual census responses. No court of law can subpoena census responses.



How the 2020 Census will invite everyone to respond



Every household will have the option of responding online, by mail, or by phone.

Nearly every household will receive an invitation to participate in the 2020 Census from either a postal worker or a census worker.



95% of households will receive their census invitation in the mail.





Almost 5% of households will receive their census invitation when a census taker drops it off. In these areas, the majority of households may not receive mail at their home's physical location (like households that use PO boxes or areas recently affected by natural disasters).



Less than 1% of households will be counted in person by a census taker, instead of being invited to respond on their own. We do this in very remote areas like parts of northern Maine, remote Alaska, and in select American Indian areas that ask to be counted in person.

(This is separate from our follow-up efforts; census takers will visit all households that were invited to respond on their own and haven't.)

Note: We have special procedures to count people who don't live in households, such as students living in university housing or people experiencing homelessness.



How the 2020 Census will invite everyone to respond



What to Expect in the Mail

When it's time to respond, most households will receive an invitation in the mail.

Every household will have the option of responding online, by mail, or by phone.

Depending on how likely your area is to respond online, you'll receive either an invitation encouraging you to respond online or an invitation along with a paper questionnaire.

Letter Invitation

- Most areas of the country are likely to respond online, so most households will receive a letter asking you to go online to complete the census questionnaire (or to respond by phone).
- We plan on working with the U.S. Postal Service to stagger the delivery of these invitations over several days. This way we can spread out the number of users responding online, and we'll be able to serve you better if you need help over the phone.

Letter Invitation and Paper Questionnaire

 Areas that are less likely to respond online will receive a paper questionnaire along with their invitation. The invitation will also include information about how to respond online or by phone.

WHAT WE WILL SEND IN THE MAIL		
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March 12-20	An invitation to respond online to the 2020 Census. (Some households will also receive paper questionnaires.)	
March 16-24	A reminder letter.	
	If you haven't responded yet:	
March 26-April 3	A reminder postcard.	
April 8-16	A reminder letter and paper questionnaire.	
April 20-27	A final reminder postcard before we follow up in person.	

We understand you might miss our initial letter in the mail.

- Every household that hasn't already responded will receive reminders and will eventually receive a paper questionnaire.
- It doesn't matter which initial invitation you get or how you get it—we will follow up in person with all households that don't respond.





EVERYONE COUNTS



I'M GOING TO PARTICIPATE IN THE U.S. CENSUS BECAUSE...





EVERYONE COUNTS



I'M GOING TO PARTICIPATE IN THE U.S. CENSUS BECAUSE...



2020 Census Job Opportunities Join the 2020 Census Team!

The U.S. Census Bureau is recruiting thousands of people across the country to work on the 2020 Census.

We invite anyone to apply, including:

- > Retirees.
- > College students.
- > People who do not have a job and are looking for temporary employment.
- > People already working who are looking for a second job.
- > People available to work flexible hours, which can include days, evenings, and/or weekends.

These positions provide an opportunity to earn extra income while helping the community. Pay rates vary depending on the applicant's location.

How to Apply

Interested individuals can apply for a 2020 Census job by visiting 2020census.gov/jobs and completing an online application. The process takes about 30 minutes and will include assessment questions about the applicant's education, work history, and other experiences.

Those who would like to claim veterans' preference will need supporting documentation. For more information, call 1-855-JOB-2020 (1-855-562-2020) and select option 1 for technical assistance or option 3 to speak with someone at your area census office. select option 1 for technical assistance or option 3 to speak with someone at your area census office.

What Job Opportunities are Available?

- Census takers work in their local communities. Some field positions require employees to work during the day while interviewing the public, so employees must be available to work when people are usually at home, such as in the evening and on weekends.
- Census field supervisors conduct fieldwork to support and conduct on-the-job training for census takers and/or to follow up in situations where census takers have confronted issues, such as not gaining entry to restricted areas.

Connect with us:

@uscensusbureau

For more information:

2020CENSUS.GOV



- Recruiting assistants travel throughout geographic areas to visit with community-based organizations, attend promotional events, and conduct other recruiting activities.
- Office operations supervisors assist in the management of office functions and day-to-day activities in one or
- more functional areas, including payroll, personnel, recruiting, field operations, and support.
- > Clerks perform various administrative and clerical tasks to support functional areas, including payroll, personnel, recruiting, field operations, and support.

Where are Positions Located?

Positions for the 2020 Census are located throughout the United States and Puerto Rico. Visit 2020Census.gov/jobs and explore our interactive map to find Area Office locations and pay rates by county or municipality.

Who Can Get Hired?

To be eligible for a 2020 Census job, applicants must:

- > Be at least 18 years old.
- > Have a valid Social Security number.
- > Pass a Census Bureau-performed background check and a review of criminal records, including fingerprinting.

For a complete list of qualifications, we invite you to visit 2020census.gov/jobs.

Most jobs require employees to:



Have access to a vehicle and a valid driver's license, unless public transportation is readily available.



Have access to a computer with internet and an email account (to complete training).

Connect with us:

@uscensusbureau

For more information:

2020CENSUS.GOV



APPENDIX A: 50 WAYS CENSUS DATA ARE USED

- Decision making at all levels of government.
- Drawing federal, state, and local legislative districts.
- Attracting new businesses to state and local areas.
- Distributing over \$675 billion annually in federal funds and even more in state funds.
- Forecasting future transportation needs for all segments of the population.
- Planning for hospitals, nursing homes, clinics, and the location of other health services.
- Forecasting future housing needs for all segments of the population.
- Directing funds for services for people in poverty.
- Designing public safety strategies.
- · Development of rural areas.
- · Analyzing local trends.
- Estimating the number of people displaced by natural disasters.
- Developing assistance programs for American Indians and Alaska Natives.
- Creating maps to speed emergency services to households in need of assistance.
- Delivering goods and services to local markets.

- Designing facilities for people with disabilities, the elderly, or children.
- Planning future government services.
- Planning investments and evaluating financial risk.
- Publishing economic and statistical reports about the United States and its people.
- · Facilitating scientific research.
- Developing "intelligent" maps for government and business.
- Providing proof of age, relationship, or residence certificates provided by the Census Bureau.
- · Distributing medical research.
- Reapportioning seats in the House of Representatives.
- Planning and researching for media as background for news stories.
- Drawing school district boundaries.
- Planning budgets for government at all levels.
- Spotting trends in the economic well-being of the nation.
- Planning for public transportation services.
- Planning health and educational services for people with disabilities.
- Establishing fair market rents and enforcing fair lending practices.

- Directing services to children and adults with limited English proficiency.
- Planning urban land use.
- · Planning outreach strategies.
- Understanding labor supply.
- Assessing the potential for spread of communicable diseases.
- · Making business decisions.
- Understanding consumer needs.
- Planning for faith-based organizations.
- Locating factory sites and distribution centers.
- Distributing catalogs and developing direct mail pieces.
- Setting a standard for creating both public and private sector surveys.
- Evaluating programs in different geographic areas.
- Providing genealogical research.
- Planning for school projects.
- Developing adult education programs.
- Researching historical subject areas.
- Determining areas eligible for housing assistance and rehabilitation loans.