PREPARING FOR THE 1940 CENSUS

- On Monday, April 2, 2012, at 9 a.m. EDT, the 1940 Federal Population Census will be released from the 72-year privacy mandate. As of yet, however, there is no name index available, so researchers need to know the Enumeration District for the area where their ancestors lived.

- **What is an ED—Enumeration District**

  An enumeration district is defined as a basic geographic area of a size that could be covered by a single census taker (enumerator) within one census period: 2 weeks in the city and 1 month in rural areas

  The ED is a two part number separated by a hyphen. Usually the first two digits correspond to the county (if the counties for the state are listed alphabetically and numbered accordingly) such as 30-9 (Hancock County, Indiana).

  There are a variety of resources to help you locate the enumeration district. The following pages contain step by step procedures based on the level of your information.

- **To find an ED you need to know where your ancestor lived**

  - To find addresses try **city directories**
    - United States Online Historical Directories
      http://sites.google.com/site/onlinedirectorysite/Home/usa

    - Distant Cousin – City Directories
      http://distantcousin.com/directories/

  - You can use **WWII draft cards** (4th draft for those born between 1877 and 1897)
    - www.ancestryinstitution.com

  - The **1930 Census**
    - www.ancestryinstitution.com

  - Or try searching your own records for old address books, letters, deeds, etc. that could contain the address.

Step by Step Procedures to Identify EDs

➕ **Did your relative live in the same place in 1930 and 1940**
➕ **Do you know the 1930 ED?**

- Go to http://stevemorse.org/census/ed2040.php?year=1940

- Select a state from the pull down menu

- This will open a new page with sections separated by horizontal lines.

- In the first section, use the pull down menus to select the 1930 ED

- The second section will self-populate with the ED for the 1940 Census.

Save the enumeration district numbers for the opening of the 1940 Census on April 2, when you will be able to search the digitized images by ED number, and then browse for your family's census entry.

➕ **Do you know the street address where the person lived on April 1, 1940?**
➕ **Do you know the cross streets (those that border your address)?**

(*Usually you will only need to determine cross streets if the address is located in a large city.*)

- *To find cross streets, go to http://maps.google.com*

- *Type in the address including city and state.*

- *You'll see the address marked on the map with a balloon.*

- *Note the streets that surround your address. These are the cross streets.*

- **Do you know the street address where the person lived on April 1, 1940?**
- **Do you know the cross streets (those that border your address)?**
- **Is the address in a large town?** (*With a population of at least 50,000 or more in 1940*)

- go to: http://stevemorse.org/census/index.html?year=1940

- Use the pull down menu to select a state

- A second pull down menu appears. Select the city (*if your city is not here, go to the section below: "Do you know where the person lived in 1940, but it's not a large city?"*)

- Another pull down menu appears to the RIGHT of the others. Select the street.

- You'll see the street listed in the middle of the page. In red you'll see "Now select a cross street or back street from the list above." Select one of the listed cross streets from the pull down menu above.

- You'll see this street added to the middle of the page. In red you'll see "Now select a cross street or back street from the list above." Select one of the listed cross streets from the pull down menu above.

- As you select streets, enumerations districts encompassing that street are listed in the middle of the page.

- As you add cross streets the number of EDs decreases until you get down to one. That is the enumeration district for your address.

Save the enumeration district numbers for the opening of the 1940 Census on April 2, when you will be able to search the digitized images by ED number, and then browse for your family's census entry.

- **Do you know where the person lived in 1940, but it's not a large city?**
- **Do you know the county where the town is located?**

If you do not know the county, go to http://stevemorse.org/census/counties.html.

- When you know the town and county, go to http://stevemorse.org/ed/ed.php?year=1940

- Using the pull down menus, select the state and the county.

- In the keywords field type the name of the town. DO NOT USE ABBREVIATIONS.

- Click on the Search button.

- A new window opens listing your ED district.

- This should narrow your search to one ED. If your town is not listed (you type in the town and you get no results) you'll have to search all the EDs for the county.

Save the enumeration district numbers for the opening of the 1940 Census on April 2, when you will be able to search the digitized images by ED number, and then browse for your family's census entry.

- **Other Ways to Determine the ED**
- Go to NARA's Online Public Access search (OPA) for 1940 Census ED maps or descriptions online at http://www.archives.gov/research/search/

- Type in: 1940 Census maps + the county + the state.
  (i.e. 1940 Census maps + Hancock + Indiana)

- You can narrow the search by including a town name in the search but not all towns will have individual maps.

- Click the particular result for a larger version of the map.

- If you have the address of an ancestor from 1940, find the address on the map and then look for the enumeration district number for that address.

- The map might have many other numbers on it. Remember: the ED number should be a two part number separated by a hyphen: i.e. 03-46.

Save the enumeration district numbers for the opening of the 1940 Census on April 2, 2012 when you will be able to search the digitized images by ED number, and then browse for your family's census entry.

- **Once you complete all the above information you are ready to go to:**

http://1940census.archives.gov/

- **No idea of where the family was living in 1940?**

You might need to wait until Ancestry.com or one of the other genealogical websites has created an index. This might take 6-12 months.

- **For More Information about the Census**

Blank PDF of the 1940 Census Form
    http://www.archives.gov/research/census/1940/1940.pdf

Instructions to Enumerators
    http://www.archives.gov/research/census/1940/instructions-to-enumerators.pdf

1940 Publicity and Training Films
    http://www.archives.gov/research/census/1940/videos.html#video1

Census Resources and Links
    http://www.archives.gov/research/census/resources.html

Frequently Asked Questions about the 1940 Census
    http://www.archives.gov/research/census/1940/faqs.html

Symbols and Explanatory Notes

Column Number and Heading	Codes Used	Code Meaning
Column 10: Color or Race	W Neg In Chi Jp Fil Hin Kor	White Negro Indian Chinese Japanese Filipino Hindu Korean
Column 11: Age at Last Birthday	11/12 10/12 9/12 8/12 7/12 6/12 5/12 4/12 3/12 2/12 1/12	April 1939 May 1939 June 1939 July 1939 August 1939 September 1939 October 1939 November 1939 December 1939 January 1940 February 1940
Column 14: Highest Grade of School Completed	0 1 to 8 H-1 to H-4 C1 to C4 C-5	None Elementary School, 1st to 8th High School, 1st to 4th year College, 1st to 4th year College, 5th year or more
Column 16: Citizenship of the Foreign Born	Na Pa Al Am Cit	Naturalized Having First Papers Alien American Citizen Born Abroad
Columns 30 and 47: Class of Worker	PW GW E OA NP	Wage/Salary Worker in Private Work Wage/Salary Worker in Gov't Work Employer Working on Own Account Unpaid Family Worker
Column 41: War or Military Service	W S SW R Ot	World War Spanish-American War; Philippine Insurrection or Boxer Rebellion Spanish-American War & World War Regular Establishment or Peace-Time Service Other War or Expedition

On April 2nd at 9:00 EDT, go to:
http://www.1940census.archives.gov/

HAPPY SEARCHING!

Name/Address	1930 Enumeration District	1940 Enumeration District	Notes