

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

*(See Instructions on reverse)*

LEAVE BLANK

JOB NO.

*N1-29-89-5*

DATE RECEIVED

*9-29-89*

TO: **GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

NOTIFICATION TO AGENCY

1. FROM (Agency or establishment)

Department of Commerce

2. MAJOR SUBDIVISION

Bureau of the Census

3. MINOR SUBDIVISION

Demographics Surveys Division

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

*acts*

4. NAME OF PERSON WITH WHOM TO CONFER

Leonard Thompson

5. TELEPHONE EXT.

DATE

*1/3/90*

ARCHIVIST OF THE UNITED STATES

*Claude J. ...*

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of \_\_\_\_\_ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence:  is attached; or  is unnecessary.

B. DATE

*9/27/89*

C. SIGNATURE OF AGENCY REPRESENTATIVE

*Russell S. ...*

D. TITLE

Records Management Office

7. ITEM NO.

*1.*

8. DESCRIPTION OF ITEM  
*(With Inclusive Dates or Retention Periods)*

American Housing Survey / Formerly the Annual Housing Survey

The purpose of this survey is to provide a current and continuous series of data on selected housing and demographic characteristic. Data are also collected in various survey supplements on topics such as energy conservation and neighborhood quality.

The survey is sponsored by the Department of Housing and Urban Development authorized under title 12, U.S. code section 1701z-1 and 2. The Bureau of Census is performing the work under the authority of title 13, U.S. code, section 8.

The final edited micro-data detail files is listed as permanent on job number N1-29-79-07. (Transfer to NARA when 30 years).

Public Use Version: Are files created from the edited data files by suppressing certain data to protect the confidentiality of the respondents. A public use copy is sent to Data User's Services Division for distribution to the public.

Disposition: Permanent - Data User Services Division will transfer a copy of the public use tape(s) plus documentation to the National Archives when the data is available to the public.

Attachment

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARS USE ONLY)

1. Title: American Housing Survey/formerly the Annual Housing Survey (AHS)
2. Purpose: To provide a current and continuous series of data on selected housing and demographic characteristics. Data are also collected in various survey supplements on topics such as energy conservation, and neighborhood quality.
3. Survey design and sample size: A national sample and metropolitan sample. The National Survey is conducted biennially in housing units selected from the 1980 census and new construction universe. The 1989 survey will be conducted in the fall of 1989 with a sample size of approximately 56,000 units. The sample consists of units included in the 1987 enumeration supplemented by new construction. The 1989 Sample also includes a supplemental sample of 9,000 additional urban units, 6,000 of which were last interviewed in 1985.

The Metropolitan Survey is conducted in 44 metropolitan areas interviewed on a rotating basis. The 1989 MS sample includes 11 metropolitan areas, with a sample size of 3,750 units in each MS. Because of budget reasons the sample size was reduced from 4,250. The sample consists of units included in previous enumerations supplemented by new construction and by units from any new geographic areas added to the metropolitan area definition between 1970 and 1980.

4. Type of respondent
  - a. Occupied Housing Unit--A household respondent, who must be a knowledgeable household member 16 years of age or over, provides information on the unit, the household composition, and income. It is preferred that the reference person or spouse be selected as the household respondent.
  - b. Vacant Housing Unit--Landlord, owner, real estate agent or knowledgeable neighbor can provide data on the unit.
5. Sponsoring agency and legal authorities: The survey is sponsored by the Department of Housing and Urban Development authorized under Title 12, United States Code, Section 1701z-1 and 2. The Bureau of the Census is performing the work under the authority of Title 13, United States Code, Section 8.
6. Periodicity: The National Survey is conducted biennially over a 3 month period. The Metropolitan Survey is conducted each year in 11 areas during the period mid-March through December.
7. Release of results: Census publishes the data for both the National and MS surveys as joint HUD-Census reports, approximately 15-18 months after collection ends.
8. Historical background: Interviewing for the first National Survey was done in 1973 with a sample size of 60,000 units. In 1974 the sample size was increased by 16,000 rural units; these units were dropped from the 1981 sample because of budget constraints but were reinstated for the

1983 Survey. The survey was conducted annually from 1973 to 1981; then it became biennial because of budget constraints. The national sample was redesigned in 1985 based on data from the 1980 census, with a base sample size of approximately 47,000 units and rotating supplemental samples of approximately 6,000-9,000 units.

The MS survey was called the SMSA survey before the changes were made in the definition and composition of such areas in 1984. The original SMSA Survey consisted of 60 SMSAs divided into 3 groups of 20 each, which were interviewed on a rotating basis beginning in 1974. Each group had a total sample size of 140,000. Budget constraints forced a change to 4 groups of 15 SMSAs beginning in 1978. Further budget constraints in 1982 required a reduction in the number of SMSAs to be interviewed yearly and a reduction of approximately 50 percent in the sample size. The 1988 MS sample included 11 metropolitan areas with a sample size of about 3,750 units in each area.

The name of the survey was changed to the American Housing Survey starting with the 1984 Metropolitan Area Sample.

9. Special features: CATI was used, in conjunction with personal visits, for data collection in the 1987 National Survey. See page 35 for more details.
10. Future outlook: We tested telephone interviewing as part of the 1988 MS enumeration. If this and future tests are successful in terms of data comparability, we will test the use of CATI for the MS.