



Rural Development

Office of the  
Under Secretary

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RD AN No. **4888** (1940-L and RUS Staff  
Instructions 1780-2, 1780-5)  
Replace AN 4886

October 27, 2022

**SUBJECT:** Implementation of 2020 Census Data for Rural Development Programs

**TO:** State Directors  
Agency Administrators  
National Office Assistant and Deputy Administrators  
All Rural Development Employees

**FROM:** Xochitl Torres-Small /s/ *Xochitl Torres-Small*  
Under Secretary

**ATTENTION:** RUS, RHS, RBCS National Office Program Staff, Community Programs Directors, Business Programs Directors, State Engineers, State Architects and Administrators

**PURPOSE**

This Administrative Notice (AN) provides guidance to staff in the Rural Development (RD) National Office and State Offices regarding the implementation of the 2020 Census data for the use in the administration of direct loan, loan guarantee and grant programs across RD. The intended outcome is to instruct and inform staff on the transition to new data sources to allow for an orderly and consistent implementation across RD programs and to facilitate outreach that will provide current and potential applicants sufficient notice.

**COMPARISON WITH PREVIOUS AN:**

This guidance supersedes RD AN No. 4886 (1940-L and RUS Staff Instructions 1780-2 and 1780-5) dated February 4, 2022 and any previous guidance on implementation of population or income data from the census.

**EXPIRATION DATE:**  
September 30, 2023

**FILING INSTRUCTIONS:**  
Preceding RD Instruction 1940-L  
and RUS Staff Instructions 1780-2,  
1780-5)

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If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (PDF), found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).

## **IMPLEMENTATION RESPONSIBILITIES:**

In 2020, the United States Census Bureau conducted its decennial census and an updated American Community Survey 5-year (ACS) for 2016-2020. Decennial Census and ACS data on population and income are currently used by RD program areas for a variety of purposes, including: eligibility determinations, prioritization, and allocations. Census has not fully released the 2020 decennial data needed for RD program areas to implement the transition from 2010 to 2020 data.

Implementation requires the use of two Census data sets: 2020 decennial data for the population data and 5-year ACS (2016-2020) income and poverty data to calculate State Non-metro Median Household Income (SNMHI). Data from both sets are used in allocation formulas.

Census has not released all the data elements needed by programs to fully update eligibility and formula allocations. **[As such, Rural Development will transition to the update Decennial Census and SNMHI using 5-year ACS \(2016-2020\) starting October 1, 2023.](#)**

### **Population Data**

All RD programs will continue using 2010 Decennial Census population data until Census provides a full release of the 2020 decennial data. Further guidance will be provided when adoption of 2020 decennial can commence. Until that time, and unless specifically directed otherwise, programs are instructed to use the population data from the 2010 Decennial Census for program purposes. The data can be found at [Census Data Hub](#).

### **Income and Poverty Data**

The Agency has determined that the 5-year ACS estimate is the most appropriate data set for RD program to use for income and poverty data as it encompasses data from across the country and is updated within a shorter time period than the income data previously obtained from the decennial census and collected every 10 years. Median Household Income (MHI) must be based on the data set developed for RD by ACS for the period 2006-2010.

### **State Non-metro Median Household Income**

Programs are instructed to use the SNMHI by state from 2006- 2010 5-year ACS for program purposes. The data can be found at [Census Data Hub](#).

## **OUTREACH TO CURRENT AND POTENTIAL APPLICANTS:**

State and National Office personnel should communicate to current potential applicants, as well as other stakeholders, on the continued use of 2010 Census and its potential impact on eligibility for RD program assistance.

**SUMMARY:**

All RD programs will continue using 2010 Decennial Census population data and SNMHI using 5-year ACS (2006-2010). The transition to the new decennial data and updated 5-year ACS (2016-2020) is planned for FY 2024, October 1, 2023. Additional guidance will be provided closer to FY 2024.

State Offices having questions on the use of 2020 Census data should contact the applicable program personnel in the National Office as listed below:

Agency	Program	Contact	Phone No.	Email Address
RBCS	Business Programs	Mark Brodziski	202-205-0903	<a href="mailto:mark.brodziski@usda.gov">mark.brodziski@usda.gov</a>
RHS	Community Programs	Joseph Ben Israel	202-720-1505	<a href="mailto:Joseph.benisrael@usda.gov">Joseph.benisrael@usda.gov</a>
RHS	Multi-Family Housing	Jennifer Larson Elena Herl	202-720-1615 202-720-7923	<a href="mailto:jennifer.larson@usda.gov">jennifer.larson@usda.gov</a> <a href="mailto:elena.herl@usda.gov">elena.herl@usda.gov</a>
RHS	Single Family Housing - Direct - Guaranteed	Scott Nista Dean Daetwyler	804-287-1532 202-690-0514	<a href="mailto:scott.nista@usda.gov">scott.nista@usda.gov</a> <a href="mailto:dean.daetwyler@usda.gov">dean.daetwyler@usda.gov</a>
RUS	Water and Environmental Programs	Scott Barringer	202-720-9643	<a href="mailto:scott.barringer@usda.gov">scott.barringer@usda.gov</a>
RUS	Electric Programs	Jim Elliott	202-720-9546	<a href="mailto:jim.elliott@usda.gov">jim.elliott@usda.gov</a>
RUS	Telecommunications Programs	Ken Kuchno	202-720-9424	<a href="mailto:kenneth.kuchno@usda.gov">kenneth.kuchno@usda.gov</a>

Sent by Electronic Mail on \_\_\_\_\_ at \_\_\_\_\_ by the RD Innovation Center.  
The State Director should advise other personnel as appropriate.