

JOINT STATISTICAL AGREEMENT

BETWEEN THE CALIFORNIA DEPARTMENT OF FINANCE

AND

**THE CONTRA COSTA COUNTY
DEPARTMENT OF CONSERVATION AND DEVELOPMENT**

Background:

The State of California participates in a national State Data Center program by entering into an agreement with the United States Census Bureau and by maintaining the legislatively-mandated State Data Center (SDC) as the lead agency and official liaison. The SDC is located within the Demographic Research Unit of the California Department of Finance.

The joint objectives of this program are:

- To expand the utility of Census Bureau data for research, administration, planning, and decision-making by the State of California, local governments, the business community, academia, and other interested users.
- To improve access to and extend the use of Census Bureau statistical resources and related products.
- To moderate costs to data users, particularly in obtaining computerized data.
- To provide a feedback mechanism to identify needed improvements in census data products, to facilitate planning, and to identify techniques for assisting users in accessing and using Census Bureau data.

This agreement describes the terms of participation by the Contra Costa County Department of Conservation and Development as an affiliate data center within the California State Data Center Network.

Responsibilities of the Contra Costa County Department of Conservation and Development:

The Contra Costa County Department of Conservation and Development will provide the following services to Contra Costa County:

1. Provide staff to support the functions of the SDC program. Primary functions include responding to all inquiries (telephone, mail, e-mail, as well as in person) and providing technical assistance and data consultation.
2. Maintain a publicly-accessible online or physical collection of Census Bureau data and information.
3. Utilize Census Bureau's online resources and publications to access census data to respond to user inquiries.
4. Refer inquiries to other SDC Network participants when appropriate.
5. Notify the SDC Network of census workshops that could benefit other SDC network members.
6. Attend one SDC Network meeting each year as staffing and budget permits.
7. Actively participate in the census and survey operations with the SDC and the Los Angeles Regional Office of the Census Bureau. This includes informing the public about the decennial census, the economic census, the American Community Survey, and other Census Bureau surveys.
8. Provide feedback to the SDC on Census Bureau data products content and format. Communicate data needs of local users.
9. Complete an annual questionnaire to report census-related activities during the prior calendar year to the SDC.
10. The following Council of Governments (Association of Bay Area Governments, Sacramento Area Council of Governments, San Diego Association of Governments and Southern California Association of Governments) act as Regional Data Centers (RDC) within the California SDC Network. Affiliates who are members of these organizations are encouraged to develop a working relationship with the Regional Data Center (RDC) in their area. Electronic data files and other products should be acquired from the appropriate RDC.

These are the minimum requirements for participation. Any additional activities related to the SDC program must be consistent with the purposes of the program.

Responsibilities of the California Department of Finance:

The California State Data Center within the Demographic Research Unit of the California Department of Finance will provide the following services to the Contra Costa County Department of Conservation and Development:

1. Enter into formal agreements with the Census Bureau and each SDC Network participating organization for the purpose of directing the SDC program within California.
2. Provide appropriate staff support for the SDC program.
3. Provide training, data consultation, and technical assistance to the SDC Network.
4. Distribute data products provided by the Census Bureau.
5. Maintain an up-to-date computer file inventory of Census Bureau data.
6. Coordinate and develop a statewide workshop program with the Los Angeles Regional Office of the Census Bureau involving the participation of the affiliate data centers.
7. Inform SDC Network of national activities, new products, workshops and other related events through annual meetings, newsletters, e-mail messages, telephone calls and special mailings.
8. Coordinate all decennial census and survey operations and encourage the active involvement of the affiliate data centers.
9. Utilize the Department of Finance website to provide custom tabulations and links to census products and programs.
10. Host and coordinate the annual SDC Network meeting.
11. Provide customized programming and product development on a cost-reimbursable basis, if appropriate.

Costs:

The parties agree that no funds will be transferred between the parties pursuant to this agreement. It is expected that each party shall provide the necessary resources (budget permitting) to carry out all the activities associated with participation in the SDC program.

The period of performance is January 1, 2025 through December 31, 2029. Either party may cancel the agreement by giving written notice to the other party not less than 30 days prior to the proposed cancellation date. This agreement may be amended at any time by mutual written consent of the parties.

This agreement becomes effective on the date signed by all parties.

This agreement may be executed in numerous counterparts, all of which shall be considered one and the same agreement. For purposes of this agreement, facsimile or electronic signatures shall be considered original signatures.

State of California
Department of Finance
Demographic Research Unit

By: Walter Schwarm



(Signature)

Chief, Demographic Research Unit

(Title)

10/01/2024

(Date)

Contra Costa County
Department of Conservation and Development

By: _____

(Type or print)

(Signature)

(Title)

(Date)