

Survey Implementation in Chillicothe

On-Campus Meeting with Ronn, Dave, Anna, Jennifer, Josh on February 18, 04

1. There are 411 Census blocks in Chillicothe, but only 311 out of these 411 blocks have housing units.
2. Several ways of doing a survey: a) randomly select one house from each census block containing housing units; b) determine required sample size and randomly select the housing units (regardless of their correspondence to a particular block. Meaning, that some blocks will be surveyed several times and others – not surveyed at all); c) determine the required number of blocks to be sampled and then randomly select one house from each block (not all blocks will be included in the survey, but those that are included with all have 1 houses surveyed from them).
3. It was decided to use approach #a for surveying for 3 main reasons: I) the number of houses to be surveyed will be of the same magnitude as the number of houses that were surveyed in the first pilot community, City of Grant City (namely, there were 380 housing units surveyed in Grant City); II) Census blocks are defined in a way that makes them more or less homogenous, and thus represent convenient units of analysis. Each house surveyed within a block will have individual block data associated with it; III) this represents a systematic approach in surveying communities of various sizes:
 - small communities could have their entire population of houses surveyed;
 - larger communities could survey each Census block; and
 - the largest communities could survey each Census block group.
4. With this approach, each survey will be associated with:
 - individual house data from the survey (for a randomly selected house);
 - block data (from Census);
 - assessor's data (for an individual house);
 - neighborhood data (from a survey).
5. Kevin and Dean met with the high school principal, and it was decided that the students from the leadership class would be participating in the survey implementation (about 11 teams, with 2 persons in each team). The Advisory Panel members are invited to take part in the survey, as well.
6. The names of the student-surveyors need to be written down in order to give them appropriate credit in the final report. The surveyors' group picture could be added to our website.
7. Next, we discussed how to randomly sample the individual houses. Since it is unknown whether assessor's data (that will be used to determine physical addresses of houses to be surveyed) is organized in any particular order (i.e., according to the street numbers, etc.), to avoid any bias in randomization process, we will assign random numbers to the housing addresses (from the assessor's data) within the block. To do that, all assessor's data will first be tied to corresponding Census blocks. If, for example, there are 60 assessor's addresses in a particular block, we will randomly assign numbers 1 through 60 to these addresses, and will then chose 1 random number out of 60 to be surveyed.

8. It will be beneficial for the surveyors to be accompanied by the media to raise the awareness of the project and students' involvement in the community. The police should also be notified of the dates of the survey to avoid misunderstandings with the residents.

9. We will first conduct a piloting survey for a small number of houses. The pilot will be conducted as part of the surveyors' training. The purpose of the pilot is two-fold: first, to show the surveyors how to conduct the survey, but also to see if anything was overlooked in the structure of the survey. After we do the piloting survey, we would examine the surveys, enter them into a computer, see what needs to be corrected (in terms of collection technique), and will conduct another training session (at least one week apart from the first one). After which, the surveyors will be conducting the surveys on their own. If mistakes are made in data entry, the surveyors might need to go back to correct them. Each surveying team will be given a disposable photo camera to take picture of the houses being surveyed. To avoid mixing up the pictures, the following strategy is proposed: All cameras and surveys will be clearly marked (team #1, survey #1, etc.). Steps for each survey:

Step 1: write down the house address;

Step 2: take a picture of the survey with the address clearly visible and the house on the background;

Step 3: take a picture of the house;

Step 4: write down the picture numbers in the "Photo ID number" space;

Step 5: proceed with the survey.