

Crescent Sanitary District Demographic Survey 2016 Report



Survey Research Lab



Report prepared for
The Crescent Sanitary District, Oregon

Submitted
June 1, 2016

By

Cameron Mulder
Researcher
503-725-9525
mulder@pdx.edu

Debi Elliott
Director
503-725-5198
elliottd@pdx.edu

Survey Research Lab

Portland State University
P.O. Box 751
Portland, OR 97207-0751

1600 SW 4th Avenue, Suite 400
Portland, OR 97201
503-725-9530 (voice)

Executive Summary

The Crescent Sanitary District (CSD) worked with the Portland State University (PSU) Survey Research Lab (SRL) to conduct a community income census of all families living within the CSD proposed service area to determine eligibility for United States Department of Agriculture Rural Development (USDA-RD) and Department of Housing and Urban Development (HUD) grants to fund continued development of the proposed waste water system. From March 10, 2016 to March 17, 2016 and also on April 23, 2016 the SRL sent a trained data collector to Crescent to conduct door-to-door surveys. The SRL was able to complete surveys with 109 of the 135, households in the service area, a household response rate of 80.7%. These households represented 237 of the 293 people who live in the service area or about 80.9% of the total population. Analysis of the data collected found that the median family income for the service area is \$37,000. The results also found that 62 families, representing 132 residents of the CSD, are considered low or moderate income (LMI). This results in 45.1% of the residents of CSD being LMI, which is below the 51% threshold required to apply for Community Development Block Grants (CDBG) to fund infrastructure improvements.

Methodology

The total number of occupied residences in Crescent Sanitary District was initially estimated to be 215. Due to the small number of households, a census was conducted to determine household income statistics. The goal of 172 completed surveys was set to ensure that an 80% response rate is achieved, as determined by HUD guidelines.

Prior to implementing the data collection, a Community Income Survey notice postcard (Attachment A) was sent to each post office box at the Crescent Post Office to inform the community of the upcoming survey. Additionally, flyers (Attachment B) were posted at the Crescent and Gilchrist Post Offices about the survey. These were posted approximately one week before data collection was set to begin.

PSU's Survey Research Lab (SRL) used a trained data collector to conduct door-to-door data collection. The data collector was trained on standardized data collection techniques to ensure the unbiased collection of demographic surveys. The training included clear information about unbiased data collection techniques, objective interactions with prospective respondents, collecting methodologically valid data, and neutral providing of clarification. The data collector was instructed that there can be no direct or indirect encouragement that might influence respondents to note lower incomes. The data collector signed the Survey Certification Form (Attachment C) agreeing to collect surveys in an appropriate and ethical manner and also signed a Conflict of Interest Form (Attachment D) to ensure compliance with conflict of interest regulations regarding CDBG funding as found at 24 CFR 570.611 so that there is no undue benefit to persons or their affiliates involved in conducting the survey.

Based on the list of all primary residences within the defined service area provided by CSD staff, the survey process used a coded instrument with a random unique ID for each household to ensure the confidentiality of the respondent's data. The data collector used the attached survey questionnaire developed by the PSU SRL (Attachment E) in accordance with guidelines set forth by HUD and USDA-RD.

Data collection began on Friday, 3/11/16, and continued through Thursday, 3/17/16. Limited data collection happened on 3/13/16 through 3/15/16 due to unexpected snowy weather conditions, making data collection hazardous for SRL staff. During the data collection process, SRL staff reviewed

all addresses provided by the CSD and identified 37 nonresidential or undeveloped properties and an additional 43 houses that were currently vacant or occupied by part time residents. This reduced the total number of households in the service area to 135.

Each household was approached by an interviewer who provided the household member with a paper survey (Attachment E) on a clipboard. The prospective respondent was informed of the purpose of the survey using the Door-to-Door Survey Script (Attachment F). The interviewer answered any questions the person had and provided the respondent with a privacy envelope in which s/he could seal their completed survey. This envelope ensured that the survey was protected from view until the surveys were taken to SRL offices and ready for data entry. In instances where more than one family lived in a household, the interviewer used an extra questionnaire for the additional family. The same ID number assigned to that address was used, with the addition of “-2” appended to the end of the ID.

If no one was available at a household, a flyer containing information about the survey (Attachment G) was left on the door, and that household was contacted later using the same door-to-door method. Additional attempts were continued until each household received a maximum of three attempts. Before the data collector left the area, a blank survey form and stamped envelope addressed to the SRL was left at each non-responding household along with the flyer about the survey.

The SRL was able to collect only 83 completed surveys during the initial round of data collection. After consultation with CSD, all properties that were identified by the SRL as vacant were checked by local residents and the SRL data collector returned to Crescent on April 23, 2016. An additional 26 completed surveys were collected, bringing the total to 109 surveys.

All completed surveys were securely transported to the SRL. Data from the completed surveys was then entered into SPSS (Statistical Package for the Social Sciences) and prepared for analysis. Completed paper surveys are kept in a locked file cabinet in a secure location only accessible to SRL staff. All electronic data files are kept on a secure, password-protected server, hosted by PSU.

For the analysis of the data, the median household income (MHI) was determined using the guidelines set forth in Rural Utility Services Guide 1708-1 from USDA-RD and the percentage of low and moderate income households (LMI) was determined according to the guidelines set forth in HUD

Notice CPD-14-013¹ (Issued September 23, 2014). The income limits for determining LMI are from the 2015 Method of Distribution published by the Oregon Business Development Department Infrastructure Finance Authority² and can also be found in Table 1 below.

Table 1. Low-and-Moderate Income Limits by Family Size

County	Median Family Income Estimate for 2015	Income Level	Income Limits by Family Size							
			1-Person Family	2-Person Family	3-Person Family	4-Person Family	5-Person Family	6-Person Family	7-Person Family	8-Person Family
Klamath	\$50,300	Low-Moderate	\$18,250	\$20,850	\$23,450	\$26,050	\$28,150	\$30,250	\$32,350	\$34,400
			\$29,200	\$33,400	\$37,550	\$41,700	\$45,050	\$48,400	\$51,750	\$55,050

¹ US Department of Housing and Urban Development Office Community Planning and Development (2014). Notice CPD-14-013, p. 23.

² Oregon Administrative Rule (OAR) 123-080-0030 (3)

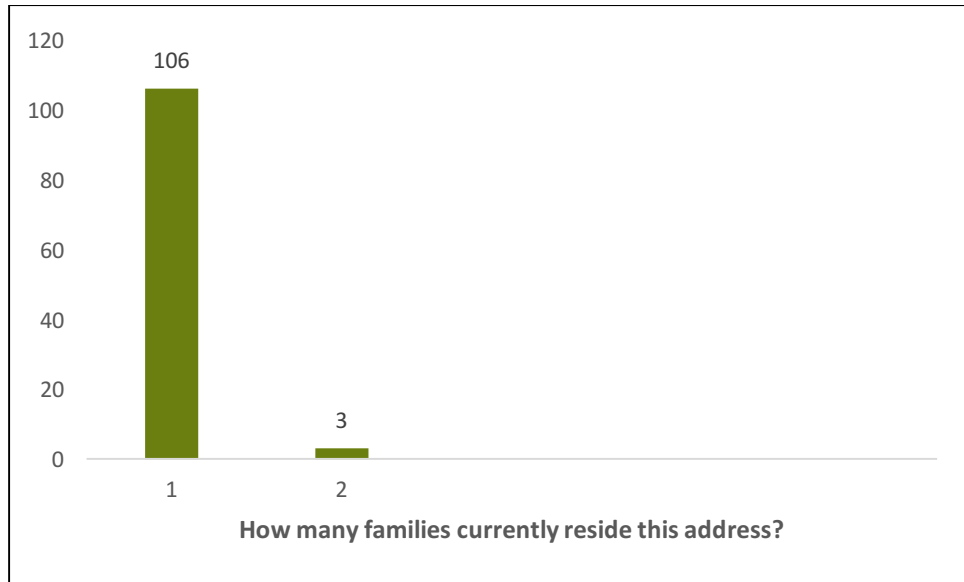
Results

The SRL collected completed surveys from 109 households out of the 135 CSD households, resulting in a household response rate of 80.7%. HUD guidelines for calculating the percentage of the population that is LMI when conducting a census (as outlined in CPD-14-013, page 6, scenario number 3) involves taking the number of people who are found to be LMI from survey results and dividing that by the total population of the service area. Since the CSD is a special district, official population estimates do not exist for the service area; therefore, the CSD population had to be estimated based on the survey findings. The total number of people in households that completed the survey was 237, with an average family size of 2.15. To estimate how many people lived in the additional 26 households that did not participate in the survey, the SRL used the standard procedure of mean substitution. Using this procedure, the average family size of the responding households is applied to those households that did not complete a survey. This method results in an estimated 56 people who did not participate in the survey, for a total population of 293. Using this figure, along with other results from the survey, the percentage of LMI residents in the CSD is 45.1% (Table 2), with a median income of \$37,000 (Table 3).

1. Estimated total number of families in the service area	135
2. Total number of families interviewed	109
3. Total population of service area	293
4. Total number of persons in the families interviewed who are low- and moderate-income persons	132
5. Divide Line 4 by Line 3	051
6. Percentage of LMI persons in the service area	45.1%

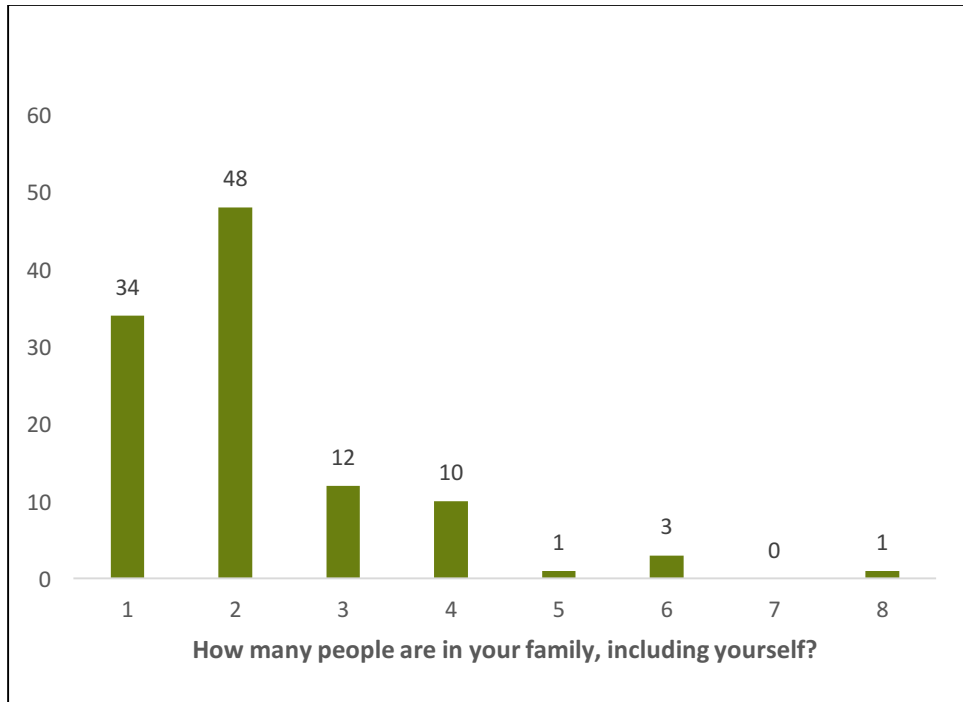
1. Enter the total number of households in the entire area being served by the system.	135
2. Enter the total number of households interviewed.	109
3. Divide Line 2 by Line 1 and multiply by 100. This is the percentage of households in the sample.	80.7%
4. Median Household Income: <u>\$37,000</u>	

Question 1: How many families currently reside this address?



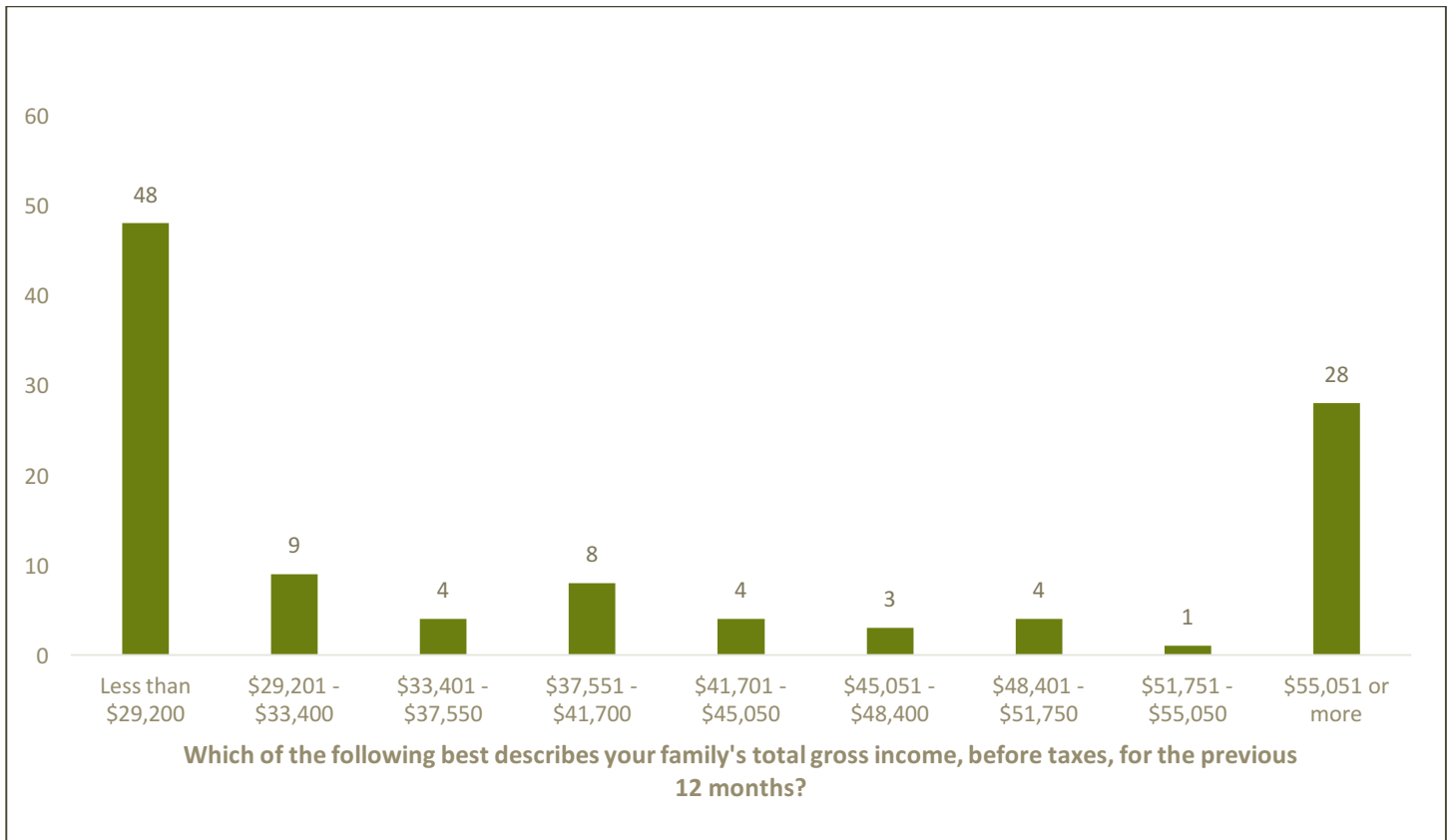
Nearly all (97.2%, n=106) of households reported only a single family living at the address with, only three households reporting multiple families living at the same address.

Question 2: How many people are in your family, including yourself?



Overall, 75.2% (n=82) of households reported a family size of two or less. An additional 20.2% (n=22) of households reported family size of three or four.

Question 3: Which of the following *best* describes your family's total gross income, before taxes, for the previous 12 months?



The most common response to the question about total gross income in the past 12 months was less than \$29,200, with 44.0% (n=48) of households reporting this. The next most common response was \$55,051 or more, which was reported by 25.6% (n=28) of households.

Attachment A: CSD Income Survey Notice Postcard

Front

Door-to-Door Survey Happening in Crescent this February!

Data Collectors from **Portland State University** will be doing a door-to-door household income survey for the **Crescent Sanitary District (CSD)**. The survey will verify if CSD can apply for state and federal funds to help develop and improve the district wastewater system.

The survey is **voluntary** and will only take a few minutes.
The information you provide will be kept strictly **confidential**.

If you have any questions, please contact **Cameron Mulder** at
Portland State University
Phone: 503-725-9525 **Email:** mulder@pdx.edu



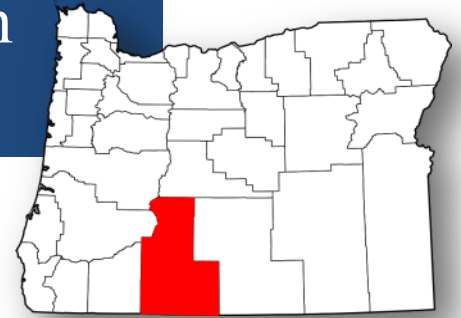
Back

Portland State University
1600 SW Fourth Avenue, Suite 400
Portland, OR 97201

Resident of Crescent
[Street Address]
[Address 2]
[City, ST ZIP Code]

Attachment B: CSD Income Survey Notice Flyer

Door-to-Door Survey Happening in Crescent in March!



Data Collectors from **Portland State University** will be doing a door-to-door household income survey for the **Crescent Sanitary District**.

The survey will verify if Crescent Sanitary District can apply for state and federal funds for the development of the district wastewater system.

The survey is **voluntary** and will only take a few minutes.

The information you provide will be kept strictly **confidential**.

Please contact **Cameron Mulder** at Portland State University if you have any questions.

Phone: 503-725-9525

email: mulder@pdx.edu



Attachment C: Survey Certification Form

INCOME SURVEY CERTIFICATION

I hereby certify that, to the best of my knowledge, all information found in all income survey forms pertaining thereto, are correct and has been gathered in an appropriate and ethical manner. I also understand that the intentional falsification of any survey information may result in the disqualification of the applicant's immediate eligibility and possible future eligibility of Infrastructure Finance Authority financing programs as determined appropriate by the Infrastructure Finance Authority, a Division of Business Oregon.

I hereby acknowledge that I have read and understand the above paragraph:

Surveyor 1: _____ Signature: _____
(Please Print) (Date)

Surveyor 2: _____ Signature: _____
(Please Print) (Date)

Surveyor 3: _____ Signature: _____
(Please Print) (Date)

Surveyor 4: _____ Signature: _____
(Please Print) (Date)

Surveyor 5: _____ Signature: _____
(Please Print) (Date)

Note: If there are more than five (5) surveyors, this form should be copied, and the remaining surveyors should sign accordingly.

Chief Elected Official: _____ Signature: _____
(Please Print) (Date)

Attachment D: Conflict of Interest Form

Data Collection Conflict of Interest Discloser Form
Crescent Sanitary District
February, 2016

_____ I have no conflict of interest to report

_____ I have the following conflict of interest to report (please specify):

By signing this form, I understand the implications of this policy.

Signature

Printed Name

Date

Attachment E: CSD Income Survey Instrument

Crescent Sanitary District Household Income Survey

Portland State University is conducting a household income survey for the **Crescent Sanitary District** to determine eligibility for state and federal funds to assist with the continued development of the district wastewater system.

The survey is **voluntary** and will only take a few minutes. The information you provide will be kept strictly **confidential**.

1. Do you live at this address six months or more out of the year? Yes No
2. How many families currently reside at this address? _____ Families
(A family is all persons living in the same household who are related by birth, marriage or adoption, including related dependent persons over 65 or working dependent children over 18.)
3. How many people are in your family, including yourself? _____ People
(If you are single with no dependents, please put 1.)

For the following, please give your best estimate of your **family** income in the past 12 months and include **all** income from **all** household members 15 years of age and older.

- A. Family earnings in wages, salary, commissions, and bonuses from all jobs \$ _____ .00
- B. Net non-farm business, professional practice or partnership income \$ _____ .00
- C. Net farm income \$ _____ .00
- D. Other earnings (interest, Social Security, public assistance, retirement plans, etc.) \$ _____ .00
- E. **TOTAL INCOME** (Total Income = A + B + C + D) \$ _____ **.00**

Printed Name

Signature

Address

Thank You!
Please fold this survey and put it into the envelope provided.

Attachment F: CSD Door-to-Door Survey Script

Crescent SD Door-to-Door Survey Script

Hello, my name is _____ and I am from Portland State University and we are conducting a survey for the Crescent Sanitary district that will assist with applying for government funds to help with the development of the district wastewater system. Part of the application process requires demographic information about the residents of Crescent. Will you take a few minutes to fill out the survey?

[If Yes]

Great! Here is the survey and a privacy envelope to put the survey in when you are finished filling it out. Just to let you know, the survey defines a few things in very specific ways. Those definitions are included with the relevant items on the survey. If you have any questions, let me know and I will do my best to answer them.

[If No]

This survey is very important for the community and will help determine if we qualify for funds to help improve the drinking water system. Could you take a moment to look at the questions and see if you feel comfortable answering them?

[If still No]

Thank you for your time.

Definitions

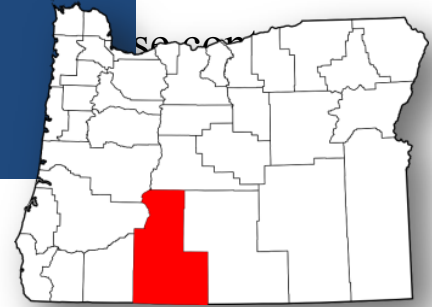
Family: All persons living in the same household who are related by birth, marriage or adoption, including related dependent persons over 65 or working dependent children over 18.

Household: All persons who occupy a housing unit, regardless of their relationship to each other.

Total Income: Includes all income from all members of the family that are 15 years of age or older. This includes wages, salary, commissions, and bonuses. It also includes all income from both farm and non-farm businesses and any other earnings like social security and public assistance.

Attachment G: CSD Income Survey Door-to-Door Notice

Door-to-Door Survey Happening this weekend!



Sorry we missed you!

Data Collectors from **Portland State University** are doing a door-to-door household income survey for the **Crescent Sanitary District** this weekend!

The survey will verify if Crescent Sanitary District can apply for state and federal funds for the development of the district wastewater system.

The survey is **voluntary** and will only take a few minutes.

The information you provide will be kept strictly **confidential**.

Please contact **Cameron Mulder** at Portland State University if you have any questions.

Phone: 541-908-2777

email: mulder@pdx.edu

