

Proposal Development at the New York Research Data Center (RDC)

- Learn about the FSRDC program at [Federal Statistical Research Data Centers \(census.gov\)](https://www.census.gov/programs-surveys/fsrdc/)
- Learn about the [available data](#) and form a preliminary project idea.
 - For questions about Census data, contact the RDC Administrator (RDCA).
 - For partnering agency (e.g., NCHS) data, direct questions to the agency.
- There are no seat fees for NYRDC consortium members. Non-members should contact the RDC Executive Director for information about access fees before developing a proposal.

Projects using Census data:

Send a 2-3-page summary of the research idea to the RDCA. Include the restricted-use data, key external datasets (if applicable), general idea of methodology, and any ideas for Census benefits (okay if you're not sure about benefits yet).

Read the [proposal guidelines](#). Complete the proposal template that the RDCA will send, and email back to the RDCA.

Work with the RDCA to revise the proposal.

Submit the proposal for Census review through the [SAP portal](#). Contact the RDCA once you receive e-mail notification of Census approval; Census review takes 2-3 months.

Other agency data:

Submit proposal following agency instructions. Links to agency data and proposal process are available [here](#). Notify the RDC Executive Director and RDCA when the proposal is submitted.

When your project is approved, forward the approval e-mail and your proposal to the RDCA.

Researchers who will use the RDC apply for Special Sworn Status (SSS). Researchers must have lived in the U.S. for at least 3 out of the last 5 years to be eligible. Review usually takes 3-4 months.

Proposals may require review by the IRS (for economic datasets, ~6 months) or other agencies, depending on the data request. These are done concurrently with the SSS application. The RDCA will notify you when your project is final approved.

Pay agency fees, if applicable. Work with agency analyst and RDCA to have data transferred to project space, if not in Census data warehouse.

Receive Census badge, complete RDC orientation, and begin project.

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