NORC 6009 OMB: 7100-0295

HOUSEHOLD INFORMATION PACKET (HIP) 2001 Survey of Consumer Finances LS

INTRODUCTION EXAMPLE:

Hello, I'm (YOUR NAME) from the National Opinion Research Center at the University of Chicago (SHOW ID). I need to speak with (R's NAME/s); are you (R's NAME/s)? You should have received a mailing from NORC which included a letter from Alan Greenspan, Chairman of the Federal Reserve Board, and a letter from NORC. These letters mention that someone would be calling in regard to a very important study we are conducting for the Federal Reserve Board. Did you receive this mailing? (IF NOT RECEIVED MAILING, OFFER ONE.)

	Check each item after completing in CAPI.
ID:	1. Household Screener (pg. 2-4)
Address:	(pg. 5-6)
City: State: Zip:	3. HIP Informant Observations (pg. 7-8) (Must be completed if you speak to someone in the HU.)
Telephone: ()	4. Interviewer Remarks
	ddress/Phone Undate Entered in CMS
Address/Phone Update Entered in CMS	ddress/Phone Update Entered in CMS
Address/Phone Update Entered in CMS	ddress/Phone Opdate Entered in CMS
	ddress/Pnone Opdate Entered in CMS

HOUSEHOLD SCREENER 1. First, I'd like to make sure I have your street address and name described correctly. Is this the residence of (READ FROM ASSIGNMENT LABEL: RESPONDENT NAME, STREET NUMBER AND NAME, APT NUMBER) IF EXACTLY THE SAME, GO TO Q. 2. IF ADDRESS IS CORRECT BUT ONLY ONE OF THE TWO RESPONDENTS LIVES IN THE HOUSEHOLD. INTERVIEW THE RESPONDENT WHO IS CURRENTLY LIVING IN THE HH. GO TO Q. 2, PAGE 2. IF ADDRESS IS CORRECT BUT THE R(s) DO NOT LIVE THERE, INQUIRE WHETHER THE INFORMANT HAS ANY INFORMATION AS TO THE WHEREABOUTS OF THE RESPONDENT/S, THANK INFORMANT FOR THEIR TIME, AND THEN BEGIN LOCATING. Address: City, State, Zip: Telephone: | | | - | | | - | | | What is the total number of people residing in this household? 2. 3. How many people under the age of 18 live in this household? 4. HOW MANY NAMES ARE ON THE LABEL? SKIP TO O6 5. We would like to interview (NAME ON LABEL) or (his/her) spouse or partner if they are more knowledgeable about the household finances. Who would this be? NAME (SPECIFY) SKIP TO Q8 6. For this study we would like to interview either (READ FIRST NAME FROM LABEL or READ SECOND NAME FROM LABEL). Which one would be the more knowledgeable about the household finances? NAME (SPECIFY) 7. IF TWO NAMES ARE LISTED ON THE LABEL AND ONLY ONE RESPONDENT LIVES IN THE HU, READ: It is important that we interview all selected respondents. Please tell me how I could reach (NAME OF R FROM LABEL NOT LIVING AT THIS ADDRESS.) Address: City, State, Zip: Telephone: | | |-| | |-| | |

	OT	HER LOCATING COMMENTS FROM INFORMANT					
8.		fore we go on, I just need to ask you a couple more preliminary questions. (NAME IN Q. 5 OR 6) ALSO THE HIP INFORMANT? (PROBE, IF NECESSARY)					
		S					
9.	Wh	nat is your name?					
10.	Но	w are you related to (RESPONDENT)?					
11.	Но	w old were you on your last birthday?					
12.	CODE SEX; IF NOT OBVIOUS SAY: And for research purposes I have to ask what is your sex?						
		ALE					
13.	(NA	AME PROVIDED IN Q. 5 OR 6) has been selected to participate in this interview.					
13	SA.	IF RESPONDENT AVAILABLE , CONDUCT THE INTERVIEW. IF RESPONDENT NOT AVAILABLE, GO TO Q. 13B.					
13	8B.	IF RESPONDENT NOT AVAILABLE ASK: What would be the best time to reach (RESPONDENT)?					
		_ - - _01_ Time: :					
		Phone: (_ _) _ _ - _ _					
		GO TO Q. 14. IF RESPONDENT NOT WILLING TO DO THE INTERVIEW, GO TO Q. 13C.					

13C. IF SELECTED RESPONDENT NOT WILLING TO DO INTERVIEW , REQUEST AN INTERVIEW WITH R'S SPOUSE/PARTNER OR WITH A PROXY.
IF PROXY,
1. HAVE RESPONDENT SIGN A PROXY PERMISSION FORM.
2. DETERMINE A GOOD TIME TO CALL THE PROXY TO SCHEDULE AN APPOINTMENT AND GO TO Q. 14.
_ - - _0_1_ Time: : A/P
Phone: () -
IF RESPONDENT REFUSES INTERVIEW, GO TO Q. 13D.
13D. IF RESPONDENT REFUSES FOR SELF AND FOR SPOUSE/PARTNER OR PROXY, CIRCLE TYPE OF REFUSAL BELOW.
SOFT REFUSAL 1 HARD REFUSAL 2 HOSTILE REFUSAL 3
14. Thank you very much for your time.
INTERVIEWER:
GO TO PAGE 5 OF THE HIP HOUSING UNIT (HU) OBSERVATIONS.

HOUSING UNIT (HU) OBSERVATIONS

CAPI INSTRUCTIONS:

•	ENTER ANSWERS	TO Q. 1-10	IN CAPI AFTER	INITIAL CONTACT	, EVEN IF NO ONE	E WAS AT HOME.

•	ENTER ANSWERS TO Q. 1-10 IN CAPI AFTER INITIAL CONTACT, EVEN IF NO ONE	WAS AT HOME.
•	ENTER ANSWERS TO Q 11-14 AFTER SPEAKING WITH HIP INFORMANT.	
1.	TYPE OF STRUCTURE IN WHICH R LIVES: (CODE THE FIRST THAT A	PPLIES)
	DID NOT SEE R'S HOME	SKIP TO Q11
	TRAILER, MOBILE HOME	
2.	DOES THE BUILDING/PROPERTY CONTAINING THE HU HAVE ANY OF FOLLOWING? (CODE ALL THAT APPLY AND FOLLOW SKIP FOR FIRST APPLICABLE RESPONSE).	
	DOORMAN1GUARDHOUSE2OTHER GATEKEEPER3	
	LOCKED LOBBY	SKIP TO Q4
3.	DOES THE (DOORMAN/GUARD/GATEKEEPER) REQUIRE PERMISSION SOMEONE IN R'S HU TO ALLOW YOU TO MAKE CONTACT WITH THE	
	YES	
4.	CONDITION OF STRUCTURE IN WHICH R LIVES:	
	GENERALLY CLEAN AND SOUND	
5.	HOUSING STRUCTURES ON (BLOCK/AREA) ARE:	

0-20 FEET APART 1

HOUSING STRUCTURES ON (BLOCK/AREA) ARE:

	21-100 FEET APART 2 OVER 100 FEET APART 3	
6.	THE AREA AROUND R'S HU IS: (CODE ALL THAT APPLY)	
	OPEN LAND/FARMS/RANCHES 1 TRAILER PARK 2 DETACHED SINGLE-FAMILY HOMES 3 ATTACHED SINGLE-FAMILY HOMES 4 BUILDINGS WITH 2-9 UNITS 5 BUILDINGS WITH 10-49 UNITS 6 BUILDINGS WITH 50 OR MORE UNITS 7 GOLF COURSE 8 PARK OR CEMETERY 9 COMMERCIAL STRUCTURES 10 VACANT BUILDINGS 11 SCHOOL OR OTHER GOVERNMENT BUILDING 12 OTHER 13 (SPECIFY)	
7.	BUILDINGS IN THE IMMEDIATE NEIGHBORHOOD ARE:	
	ALL RESIDENTIAL	9
8.	GENERAL CONDITION OF THE EXTERIOR OF BUILDINGS AROUND R'S DWELLING LOOKS:	
	BETTER THAN R'S 1 AS GOOD AS R'S 2 WORSE THAN R'S 3	
9.	NEIGHBORHOOD RESIDENTS SEEM TO BE:	
	ALL OR ALMOST ALL AFRICAN-AMERICAN 1 ALL OR ALMOST ALL HISPANIC 2 ALL OR ALMOST ALL NON-HISPANIC WHITE 3 MIXED AFRICAN-AMERICAN AND HISPANIC 4 MIXED AFRICAN-AMERICAN AND NON-HISPANIC WHITE 5 MIXED HISPANIC AND NON-HISPANIC WHITE 6 MIXED AFRICAN-AMERICAN, HISPANIC WHITE 7 AND NON-HISPANIC WHITE 7	
	OTHER MIXED NEIGHBORHOOD 8 OTHER 9 (SPECIFY)	
	NONE OBSERVED	
10.	GENERALLY, THE AREA AROUND THE R'S HU APPEARS TO BE:	
	UNUSUALLY WEALTHY 1 NOT UNUSUALLY WEALTHY OR UNUSUALLY POOR 2	

IDHIGHALL W BOOD	2
UNUSUALLY POOR	. 3
CAPI INSTRUCTION:	
IF YOU DID NOT SPEAK WITH ANYONE IN THE HU, PRESS < CTRL> < END> TO	O SUSPEND AND SAVE.
COMPLETE Qs. 11-14 AFTER FIRST CONTACT WITH HIP INFORMANT.	
COMI EDIE QS. II I II II IEK I IKSI CONTIICI WIII III INI OKMINTI.	

HIP INFORMANT OBSERVATIONS

11.	THE FIRST PERSONAL CONTACT WITH THE HIP INFORMANT WAS:
	FACE-TO-FACE
	BY INTERCOM OR TELEPHONE AT HU 2 OTHER TELEPHONE 3 OTHER 4 (SPECIFY): 4
12.	RACE/ETHNICITY OF HIP INFORMANT WAS:
	NON-HISPANIC WHITE 1 BLACK; AFRICAN-AMERICAN 2 HISPANIC; LATINO 3 ASIAN 4 AMERICAN INDIAN; ALASKA NATIVE 5 PACIFIC ISLANDER; HAWAIIAN NATIVE 6 OTHER 7 (SPECIFY):
13.	DID THE HIP INFORMANT ASK ANY OF THE FOLLOWING? (CODE ALL THAT APPLY)
	WHAT IS THE PURPOSE OF THE SURVEY
	NONE OF THE ABOVE9

14.	DID THE HIP INFORMANT MAKE ANY OF THE FOLLOWING COMMENTS? (CODE ALL THAT APPLY)
	I'M TOO BUSY/DON'T HAVE TIME/SURVEY TOO LONG 1
	I DON'T LIKE/DO SURVEYS
	I DON'T KNOW ANYTHING ABOUT THIS
	I'M NOT THE SORT OF PERSON YOU WANT4
	I'M NOT INTERESTED 5
	THIS IS TOO PERSONAL 6
	SURVEY A WASTE OF MONEY 7
	GOVERNMENT HAS NO BUSINESS DOING THIS 8
	GOVERNMENT ALREADY KNOWS ALL THIS9
	LET ME THINK ABOUT IT
	OTHER NEGATIVE COMMENT OR DELAY
	NONE OF THE ABOVE 12

TRY#	DAY	DATE	EXACT TIME (AM/PM)	TYPE PER TEL	NAME & PHONE # OF CONTACT	DISP CODE	COMMENTS	FI INITIALS & FI ID #

CASE IDII	.						
				> // 1			
FINAL INTERVIEWER : _			 11) #			 _

LIST SAMPLE DISPOSITION CODES

HIP / SCREENER

CASE ID# |

- 00 No action
- 20 No contact/no progress
- 21 HU not accessible
- 23 Temporarily unlocatable
- 24 Temporarily unlocatable: business address
- 25 New lead/resource
- 26 Lead/resource failed
- 27 R or Informant to call
- 28 R or Informant requests special letter/call
- 29 All leads/resources failed
- 30 No contact/no progress
- 31 R/Informant not available after 4 no contacts
- 32 Appointment, exact time set
- 33 Broken appointment (not rescheduled)

HIP SCREENER (cont'd)

- 34 Informant/gatekeeper refusal
- 35 Refusal conversion in process
- 36 Language barrier, Spanish needed
- 37 Other language barrier

HIP COMPLETED

- 40 HU Observations completed
- 41 HIP Informant Observations completed
- 42 Screener Q. 1-10 completed
- 43 All HIP instruments completed in CAPI, CB for interview
- 44 All HIP instruments completed in CAPI, Appt. Scheduled

MAIN QUESTIONNAIRE

- 50 No contact with R callback, no progress
- 51 Appointment, exact time set
- 52 Broken appointment (not reschedule)
- 53 Temporary soft refusal
- 54 Temporary hard refusal
- 55 Temporary breakoff during interview
- 56 Temporary unlocatable (post HIP)
- 57 Soft refusal conversion in process
- 58 Hard refusal conversion in process
- 59 Breakoff interview conversion in process60 Partial interview Supervisor approval only

MAIN QUESTIONNAIRE & HIP INSTRUMENTS COMPLETED

- 70 Completed interview, telephone
- 71 Completed interview, in-person
- 72 Completed interview, telephone conversion
- 73 Completed interview, in-person conversion
- 74 Partially completed interview Client approval only

$INTERVIEWER: \ Be \ sure \ to \ complete \ HU \ Observations \ and \ HIP \ Informant \ Observations!$

TRY#	DAY	DATE	EXACT TIME (AM/PM)	TYPE PER TEL	NAME & PHONE # OF CONTACT	DISP CODE	COMMENTS	FI INITIALS & FI ID#