



TO: Great Lakes Region Field Enumerators and Supervisors
FROM: Paul Goings and Mike Laird, Survey Statistician
DATE: September 19, 2024
SUBJECT: VCUS Enumerator Memo

GENERAL INFORMATION & INSTRUCTIONS

	VEGETABLE CHEMICAL USE SURVEY
Stat Contact	Paul Goings
Stat Phone	517-324-5337
Project Code	136
Sample Size	IN: 121, MI: 331, OH: 213
Postcard Mail Date	September 18
Enumeration Dates	November 1 – December 31
Last Day to mail to the NOD	December 31
Release Date	July, 2025

- Enumerators are authorized up to 6 hours of self-study time to review VCUS materials, become familiar with the questionnaire, complete the quiz and practice exercise, and meet with supervisors by phone. Use project code **136** for the self-study, and designate this time in iSolved by leaving a comment indicating “home study”. Please refer to the training and supporting material on the Purdue/GLR Website for detailed survey information.
- Data collection may begin once your supervisor has certified you as fully “trained.” Data collection will be done through a combination of telephone and personal interviews. The operations selected for personal enumeration were picked for a combination of acreage sizes and the number of target commodities.
- Please read all comments, notes and acreage inserts before contacting any operators.
- Not all phone numbers are listed on the front page of the questionnaire. To see all known/potential new phone numbers, review the comment sheets or your CAPI listings.
- If the operation has changed or the target crop acreage is drastically different, leave good notes explaining the situation. If the operation is out of business or is out of scope, complete the Screening supplement and try to get the new operator’s contact information.
- Be sure to include comments in to explain unusual situations, change of operation/operator status, alert us to update existing comments.
- All completes should be mailed to the NOD. They **DO NOT** need to be completed in CAPI. Only inaccessible records, OOBs, and refusals should be submitted in CAPI. You will be provided with UPS labels to ship completed forms to the NOD.
- Don’t hold completed surveys. Please get them to your supervisor or in UPS to the NOD as soon as possible.