

**The Urban Institute**

**National Neighborhood Indicators Partnership**

**Memorandum of Agreement**

**for sharing**

**Neighborhood Change Database 2010 Data**

This memorandum of agreement (MOA) between the **Urban Institute’s National**

**Neighborhood Indicator Partnership** (hereinafter, “NNIP”) and **{name of NNIP Partner entity}** (hereinafter, “the Partner”) covers the sharing of Neighborhood Change Database 2010

(NCDB 2010) data files with the Partner.

Upon the signing of this MOA by both parties, NNIP agrees to provide the Partner with copies of the NCDB 2010 data (hereinafter, “the data files”). Two types of data files are covered by this agreement: tract-level indicators derived from 1970, 1980, 1990, 2000, and 2010 decennial census data and 2006-2010 American Community Survey data; and weighted tract-level data from 1970, 1980, and 1990 normalized (weighted) to the 2010 boundaries. Hereinafter, all these data are referred to as the “tract data.” The tract data will be provided both as metropolitan area extract files downloadable from the Urban Institute’s password-protected FTP site and as national files provided on the NCDB 2010 DVD. The terms of this agreement apply to both types of data files provided in either medium.

By signing this MOA and accepting the data files from NNIP, the Partner agrees to the following:

1. The data files and copies of the NCDB 2010 DVD remain the property of NNIP and the Urban Institute. If the Partner fails to comply with the terms of this MOA, the MOA may be revoked at the discretion of NNIP and the Partner must delete all copies of the data files and return all copies of the NCDB 2010 DVD that the Partner has in its possession.
2. The use of the data files is covered by the terms stipulated in the GeoLytics Professional Use licensing agreement, a copy of which is available on their web site at http://www.geolytics.com/Licensing.asp. Except for the specific uses noted in this agreement, the data may never be posted on a website without first contacting Katia Segre Cohen at GeoLytics at 800-577-6717 and receiving written permission from them to allow for the posting of the disclosed variables.
3. The data files may be shared freely within the Partner organization, but not with persons or entities outside of the Partner organization except according to the provisions specified in this agreement.
4. Analyses based on the NCDB 2010 data including summary tables, maps, charts, and other exhibits which do not disclose any tract level data may be publicly shared or posted on a web site without restriction, provided that the data are limited to the geographic area that the Partner specializes (i.e., their city, MSA).[[1]](#footnote-1)
5. We recognize that one of the uses Partners will most likely make of the NCDB 2010 data is creating profiles (i.e., lists of indicators) for specific census tracts. The Partner may create and share publicly such profiles from the tract data provided that the following conditions are met:
   1. the census tracts for which profiles are created are only from the geographic area of prime research for the Partner (i.e. their city or MSA) and are never national; and
   2. the total number of NCDB 2010 data fields appearing in the profiles does not exceed 300; and
   3. if the profiles are published on a web site, each tract profile must appear on a separate HTML page, that is, users should not be able to download data for multiple tracts from a single file or web page; and
   4. the third party understands that they have no rights to the data and may not publish it or further distribute it without prior written consent from GeoLytics and the Urban Institute.
6. The complete tract data may not be shared with persons or entities outside of the Partner organization. Limited extract files containing tract data for multiple census tracts may be shared by the Partner with others provided that:
   1. the census tracts in the extract files are only from the geographic area of prime research for the Partner (i.e. their city or MSA) and are never national; and
   2. b. the total number of NCDB 2010 data fields in the extract files does not exceed 10 per census period (1970, 1980, 1990, 2000, or 2010/2006-2010); and
   3. the third party understands that they have no rights to the data and may not publish it or further distribute it without prior written consent from GeoLytics and the Urban Institute.
7. The Partner may not sell, rent, or charge a fee to others for access to the NCDB 2010 data. The Partner may charge for other costs it incurs that are associated with providing the data or products derived from the data to others. If others would like access to the data in ways other than specifically permitted in this MOA, they should be referred to Peter Tatian at the Urban Institute 202-261-5588 or Katia Segre Cohen at GeoLytics 800-577-6717 for pricing.
8. All summaries, charts, maps, tables and other exhibits that contain any NCDB 2010 data or are derived from the data must include proper acknowledgment of the “Neighborhood Change Database 2010” as the source. Reports, published documents, and web sites that include NCDB 2010 data must also display the full acknowledgment: “Neighborhood Change Database (NCDB) 2010 created by GeoLytics and the Urban Institute with support from the Rockefeller Foundation, 2012.”

Signed by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kathryn L.S. Pettit

Co-Director

National Neighborhood Indicators Partnership

The Urban Institute

Washington, D.C.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

{NNIP Partner representative}

{Title}

{NNIP Partner entity}

{City, State}

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. As a cautionary note, Partners should not create summary tables for any larger geography (MCD, County, MSA, or State) with 1970 or 1980 data without confirming that in fact the entire area was tracted in those years. Because only tract level data is expressed on the NCDB 2010, if an area was not fully tracted the sum of the tracts will not equal the area’s true numbers. We recommend comparing NCDB 2010 population count totals for 1970 or 1980 with published numbers for those areas to verify tract coverage. Starting in 1990, the entire U.S. was tracted and thus this issue is irrelevant in later years. [↑](#footnote-ref-1)