**Memorandum**

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

To: Derek Wu, Neil Cholli

From: Dylan Craig

Date Created: 12/27/2024

Subject: Data Management Memo on Historical Zip Code Changes

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Purpose:** To demonstrate the data cleaning and management process for deriving historical zip code changes (2000-2020)

**\*\*Read READ\_ME as well as Script Directory for technical breakdown including file names**

**Note**: There were several ways to check changes in zip codes over time, including those recorded in the HUD USPS Crosswalk for each year or the analysis done by Bailey and Helmuth. This memo is significantly cut short due to a lack of clarity of what work/analysis was done. Instead, it describes what our team ultimately went with, which was the analysis by Bailey and Helmuth.

**National Zip Code Crosswalk (1990-2020) (**[**Bailey & Helmuth**](https://www.openicpsr.org/openicpsr/project/194404/version/V2/view)**)**

After reviewing each bi-weekly issue of *The Postal Bulletin* from 1990 to 2020, the authors identified changes in ZIP codes with precise dates. For our purposes, this data was manually cleaned to include only their findings on Virginia and the years 2000–2020.

During this period, only two ZIP codes were deleted, which were noted and incorporated into the script for generating the final dataset.

The HUD USPS data contains some missing ZIP codes for certain years (see plots folder). However, all unique ZIP-FIPS combinations were compiled across all year-quarters and then applied to each year-quarter, ensuring completeness before the two deleted ZIP codes identified by Bailey Helmuth were removed.

**Note:** For more information on the work that went into this, see "VA\_CommonHelp\Write-Ups\Missing\_Zip\_Code\_Entries\_Memo.docx". We described each potential source for tracking zip codes over time.