

SUPPORTING STATEMENT

Part A. Justification:

1. Necessity of Information Collection.

On September 13, 1994, President Clinton signed into law the Violent Crime Control and Law Enforcement Act of 1994 (Pub. L. 103-322). Title I of the "crime bill," the Public Safety Partnership and Community Policing Act of 1994 (the Act), authorizes the Attorney General to make grants to States, units of local government, Indian tribal governments, other public and private entities, and multi-jurisdictional or regional consortia thereof to increase police presence, to expand and improve cooperative efforts between law enforcement agencies and members of the community, to address crime and disorder problems, and otherwise to enhance public safety.

As part of this grant making process, the Attorney General has the authority to establish training and technical assistance and program policy support and evaluation programs under the COPS Office. The information being sought under this document is necessary for the National Center for Victims of Crime to fulfill their grant obligations under COPS grant #2006CKWX0395. The National Center for Victims of Crime uses the questionnaire as a vehicle to update the information on local and regional service agencies that provide services to crime victims. Updating the victim services referral database is integral to their ability to provide help to victims of crime by linking them to service providers and ensuring that the referrals they give to crime victims are accurate and appropriate.

2. Needs and Uses

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The instrument proposed is the National Center for Victims of Crime: Service Referral Questionnaire. This form is used by the National Center for Victims of Crime and is used to keep their victims services referral database up-to-date, ensuring that the information is accurate and appropriate.

3. Efforts to Minimize Burden

The National Center for Victims of Crime: Service Referral Questionnaire is posted online at the grantee website (www.ncvc.org), which minimizes the respondent burden. The form was designed to be easy to complete, utilizing checkboxes, rather than open-ended questions, wherever possible.

4. Efforts to Identify Duplication

There is no duplicative effort.

5. Methods to Minimize Burden on Small Business

The National Center for Victims of Crime: Service Referral Questionnaire does not have a significant impact on small business, responding to the questionnaire itself is voluntary.

6. Consequences of Less Frequent Collection

If this collection is not conducted on an ongoing basis, the National Center for Victims of Crime will be hindered from performing the services required under the grant. Furthermore, less frequent use of this form would result in outdated and inaccurate entries in the referral database resulting in a decreased quality of services for the nation's crime victims.

7. Special Circumstances Influencing Collection

There are no special circumstances that would influence the collection of information pertaining to the National Center for Victims of Crime: Service Referral Questionnaire. Responses to this information collection are voluntary; thus any individual agency that is not able to provide a response is not obligated to do so.

8. Reasons for Inconsistencies with 5 CFR 1320.6

The 60 and 30 day federal register notices were posted for this collection and no comments were received.

9. Payment or Gift to Respondents

Neither the COPS Office nor the NCVV provides any payment or gifts to respondents. Furthermore, it is not permitted under the terms of the grant.

10. Assurance of Confidentiality

No assurance of confidentiality has been made to respondents.

11. Justification for Sensitive Questions

There are no questions of a sensitive nature. No information commonly considered as private is included in the proposed requested information.

12. Estimate of Hour Burden

The National Center for Victims of Crime: Service Referral Questionnaire will be posted on the NCVV.org website. The COPS Office estimates that approximately 12,000 Non-Profit, For-Profit and government agencies will respond to this collection.

The estimated hour burden to respondents for completing the above referenced questionnaire is 15 minutes for each respondent.

.25 hours per respondent x 12,000 respondents = 3,000 hours

There is no record keeping burden for this collection.

Total Respondent Burden: 3,000 hours

13. Estimate of Cost Burden

There are no costs to the respondent.

14. Estimated Annualized Cost to Federal Government

There is no estimated annualized cost to the Federal government. The form is processed by the grantee.

15. Reason for Change in Burden

This is a previously approved collection; the change in burden is based on NCVC's assessment that they expect to receive additional respondents.

16. Publication

This data collection will not be published.

17. Request not to Display OMB Control Number

The OMB approval number and expiration date will be displayed on the front page of the National Center for Victims of Crime Service Referral Questionnaire as well as on the NCVC website, www.ncvc.org.

18. Exceptions to Certification Statement

The COPS Office does not request an exception to the certification of this information collection.

Part B. Statistical Methods

This collection of information does not require the employment of statistical methods.