

# Census of Publicly Funded Forensic Crime Laboratories

## 2009 Organization Questions

**A1. Which of the following best describes the jurisdiction served by your crime laboratory?**  
(check one)

- 1 City, borough, village, or town
- 2 County
- 3 State
- 4 Federal/National
- 5 Other (please specify below)

\_\_\_\_\_

**A2. Is your laboratory part of a multiple laboratory system?**

- 1 Yes
- 2 No → Skip to A4

**A3. How many laboratories are in this system?**

\_\_\_\_\_ laboratories

**A4. What organization has administrative control of your lab?** (For example: Utah Department of Public Safety, Hudson County Prosecutor, Vermont Department of Health)

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

**A5. What jurisdiction or geographic area does your laboratory serve?** (For example: Los Angeles County, New York City, Illinois State)

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

**A6. In what year was your present laboratory facility constructed?**

\_\_\_\_\_

## 2005 Organization Questions

### Organization

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1. Which of the following best describes the jurisdiction served by your crime laboratory?

- City, borough, village, or town
- County
- State
- Federal/national Please Specify Below
- Other →

2. Is your laboratory part of a multiple laboratory system?

- Yes  No

3. How many laboratories are in this system?  laboratories.

3a. Do you have access to your lab's financial information?

- Yes  No

3b. In the area below, please provide contact information for the one who can supply your lab's budget information.

### Organization

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4. In what year was the laboratory established?

5. In what year was your present laboratory facility constructed?

6. Have there been any major modifications or improvements in your facility?

- Yes  No

6a. In what year?

6b. Briefly describe below:

# Census of Publicly Funded Forensic Crime Laboratories

## 2009 Organization Questions

**A7. Please indicate if your crime laboratory performs the following forensic functions (including specific sub-categories where requested).**

**Yes No**

1 2 **a. Controlled Substances**

1 2 **b. Toxicology (General)**

If YES, check all specific functions that apply:

- 1 Antemortem BAC
- 2 Antemortem Drugs
- 3 Postmortem

1 2 **c. Trace (General)**

If YES, check all specific functions that apply:

- 1 Gunshot Residue Testing
- 2 Hair Examination
- 3 Fiber Examination
- 4 Fire Debris Analysis
- 5 Explosives Analysis
- 6 Paint Analysis
- 7 Chemical Unknown
- 8 Other Trace (please specify below)

1 2 **d. Impressions (General)**

If YES, check all specific functions that apply:

- 1 Footwear
- 2 Tire tread

1 2 **e. Firearms/Toolmarks**

1 2 **f. Digital & Multimedia Evidence**

1 2 **g. Latent Prints (*Do not include 10-print input*)**

If YES, check all specific functions that apply:

- 1 Print Development
- 2 Comparisons

1 2 **h. Questioned Documents**

1 2 **i. Forensic Biology**  
(Includes Biology Screening & DNA Analysis)

1 2 **j. Crime Scene**

If YES, check all specific functions that apply:

- 1 Evidence collection
- 2 Reconstruction

1 2 **k. Other (please specify below)**

If YES to "other," specify one discipline per line below. Please refer to Appendix C for further instruction.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

## 2005 Organization Questions

### Organization

7. Please indicate if your crime laboratory performs the following forensic functions (including specific sub-categories where requested). Where appropriate, also note the number of entries/searches your lab made to CODIS, NIBIN and AFIS during 2005, plus the number of "hits" for each category (see Glossary). If none, entry N/A in the appropriate boxes.

**Yes**

**Controlled substances**

**Toxicology (General)**

**BAC Only**

**Antemortem**

**Postmortem**

Number CODIS Profile Searches

**Trace (General)**

**Gunshot residue testing**

**Hair/fiber examination**

**Fire debris Analysis**

Number of 'Hits'

**Biology screening**

**DNA analysis**

**Firearms/toolmarks**

**Computer crimes**

**Latent prints**

**Questioned documents**

**Impressions (General)**

**Footwear**

**Tire-tread**

**Crime scene**

Number NIBIN Entries/Searches

Number of 'Hits'

Number AFIS Individual Latent Searches

Number of 'Hits'

# Census of Publicly Funded Forensic Crime Laboratories

## 2009 Budget Questions

This section includes budgetary questions regarding **your individual laboratory site**. We require a separate response for each laboratory. However, **if your laboratory is part of a multiple laboratory system**, please refer to the Help Text for instructions on reporting budget information.

**B1. What was your total annual budget from ALL funding sources, including hard sources (repetitive) and soft sources (one-time special project/purpose funding), for laboratory operations during the 2009 budget year?**

Do NOT include costs of outsourcing to other facilities here.

**Total 2009 laboratory budget**

\$ \_\_\_\_\_ .00

**Please check box, if applicable.**

I am unable to provide the 2009 budget for my individual laboratory and the budgetary amount above includes the entire multiple laboratory system.

**Please indicate whether this is the Fiscal or Calendar Year budget**

1 Fiscal Year → Please enter the start and end dates of the 2009 fiscal year (FY)  
 \_\_\_\_\_ to \_\_\_\_\_  
 mm dd yyyy mm dd yyyy

2 Calendar Year

**B2. Please report your laboratory's allocated budget. Indicate whether a separate portion of your laboratory's funding came from fees and/or grants during the 2009 budget year and if so, specify the amount received. (If none, enter "0".)**

a. Allocated budget \$ \_\_\_\_\_ .00

b. Fees 1 Yes 2 No

If **YES**, please specify the amount from fees:

\$ \_\_\_\_\_ .00

c. Grants 1 Yes 2 No

If **YES**, please specify the amount for each type of grant:

1. Federal \$ \_\_\_\_\_ .00

2. State \$ \_\_\_\_\_ .00

3. Other \$ \_\_\_\_\_ .00

**B3. Please indicate approximate total budgeted amounts dedicated to each of the following areas during the 2009 budget year. These are some of the budget categories used in Federal OJP Grant Applications. The Personnel category should also include fringe benefits.**

a. Personnel \$ \_\_\_\_\_ .00

Personnel budget includes funding from outside of the laboratory's allocated budget.

b. Equipment \$ \_\_\_\_\_ .00

c. Supplies \$ \_\_\_\_\_ .00

d. Other \$ \_\_\_\_\_ .00  
 (including travel, construction, and indirect costs)

## 2005 Budget Questions

### Budget

9a. Please indicate approximate total budgeted amounts dedicated to each of the following areas during the most recent full budget year. Budgeted amounts should add up to the total provided in Question 8. These are the same budget categories used in Federal OJP Grant Applications; please consult the attached Glossary, or review your OJP Grant Budget Manual.

a. Personnel.....	\$	_____	.00
b. Fringe Benefits.....	\$	_____	.00
c. Travel.....	\$	_____	.00
d. Equipment.....	\$	_____	.00
e. Supplies.....	\$	_____	.00
f. Construction.....	\$	_____	.00
g. Consultants/Contractors.....	\$	_____	.00
h. Indirect Costs.....	\$	_____	.00
i. Other (Please specify on the next page)		_____	

9b. Please indicate what percent of your laboratory's funding came from each of the following sources during the most recent full budget year. Percents should total 100. IF YOUR LAB RECEIVED NO FUNDING FROM A LISTED SOURCE, PLEASE INDICATE "0."

a. Federal.....	_____	%
b. State.....	_____	%
c. Local.....	_____	%
d. Grants.....	_____	%
e. Fees.....	_____	%
f. Other (Please specify on the next page)	_____	%

### Budget

"Other" Budget Categories - Please specify below

Area	Amount
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

"Other Sources of funding - Please specify below

Sources of Funding	Percent
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



# Census of Publicly Funded Forensic Crime Laboratories

## 2009 Staff Questions (cont.)

**C4-C6. What is the allowable full-time yearly salary range (without benefits or overtime) for the following positions (or equivalent) in your laboratory?**

	C4. Minimum	C5. Maximum	C6. No such Position
a. <u>Director</u>	\$ _____ .00	\$ _____ .00	<input type="checkbox"/> <sub>99</sub>
b. <u>Supervisor</u>	\$ _____ .00	\$ _____ .00	<input type="checkbox"/> <sub>99</sub>
c. <u>Analyst/Examiner</u> Entry-level or no experience necessary	\$ _____ .00	\$ _____ .00	<input type="checkbox"/> <sub>99</sub>
d. <u>Analyst/Examiner</u> Senior-level or full journeyman with no supervisory requirement.	\$ _____ .00	\$ _____ .00	<input type="checkbox"/> <sub>99</sub>
e. <u>Technical Support</u> (e.g., lab technician, lab support personnel, etc.)	\$ _____ .00	\$ _____ .00	<input type="checkbox"/> <sub>99</sub>
f. <u>Researchers Only</u>	\$ _____ .00	\$ _____ .00	<input type="checkbox"/> <sub>99</sub>

**C7. During 2009, were any FTE hours furloughed by your laboratory due to budgetary constraints?**

- <sub>1</sub> Yes  
<sub>2</sub> No

## 2005 Staff Questions (cont.)

### Staff

12. What is the allowable yearly salary range (without benefits or overtime) for the following positions (or equivalent) in your laboratory? If there is no such position at your laboratory, please enter "NA."

a. Director	\$	<input type="text"/>	.00	to \$	<input type="text"/>	.00
b. Supervisor	\$	<input type="text"/>	.00	to \$	<input type="text"/>	.00
c. Analyst/Examiner	\$	<input type="text"/>	.00	to \$	<input type="text"/>	.00
d. Technical Support	\$	<input type="text"/>	.00	to \$	<input type="text"/>	.00
e. Crime Scene Technician	\$	<input type="text"/>	.00	to \$	<input type="text"/>	.00

# Census of Publicly Funded Forensic Crime Laboratories

## 2009 Workload Questions

**D1. A Laboratory Information Management System (LIMS) is a computerized system used to manage, compile or track requests and/or evidence. Does your lab have a LIMS?**

- <sub>1</sub> Yes  
<sub>2</sub> No → Skip to D3

**D2. What functions does your laboratory use in LIMS?**

**Yes No**

- <sub>1</sub> <sub>2</sub> **a.** Sample Tracking  
<sub>1</sub> <sub>2</sub> **b.** Case Tracking  
<sub>1</sub> <sub>2</sub> **c.** Instrument Tracking  
<sub>1</sub> <sub>2</sub> **d.** Backlog Reporting  
<sub>1</sub> <sub>2</sub> **e.** Chain of Custody  
<sub>1</sub> <sub>2</sub> **f.** Case Outcomes  
<sub>1</sub> <sub>2</sub> **g.** Report Generation  
<sub>1</sub> <sub>2</sub> **h.** Quality Assurance Document Management  
<sub>1</sub> <sub>2</sub> **i.** Audit Trail  
<sub>1</sub> <sub>2</sub> **j.** Other (please specify below)  
\_\_\_\_\_

**D3. What types of advanced technologies and procedures did your laboratory use in 2009?**

**Yes No**

- <sub>1</sub> <sub>2</sub> **a.** Y-STR Analysis  
<sub>1</sub> <sub>2</sub> **b.** Mitochondrial DNA Analysis  
<sub>1</sub> <sub>2</sub> **c.** Robotics  
<sub>1</sub> <sub>2</sub> **d.** Use of Expert Systems  
<sub>1</sub> <sub>2</sub> **e.** LC- MS/MS for Toxicology  
<sub>1</sub> <sub>2</sub> **f.** UPLC for Toxicology  
<sub>1</sub> <sub>2</sub> **g.** UPLC for Controlled Substances  
<sub>1</sub> <sub>2</sub> **h.** Laser Microdissection  
<sub>1</sub> <sub>2</sub> **i.** Polynomial Texture Mapping

**D4. What types of databases did your laboratory use in 2009?**

**Yes No**

- <sub>1</sub> <sub>2</sub> **a.** Paint Data Query (PDQ)  
<sub>1</sub> <sub>2</sub> **b.** National Integrated Ballistics Information Network (NIBIN)  
<sub>1</sub> <sub>2</sub> **c.** Combined DNA Index System (CODIS)  
<sub>1</sub> <sub>2</sub> **d.** Automated Fingerprint Identification System (AFIS)  
<sub>1</sub> <sub>2</sub> **e.** Integrated Automated Fingerprint Identification System (IAFIS)  
<sub>1</sub> <sub>2</sub> **f.** Ignitable Liquids Reference Collection (ILRC)

## 2005 Workload Questions

### Workload

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13. A Laboratory Information Management System (LIMS) is a computerized system used to manage, compile or track requests and/or evidence. Does your lab have a LIMS?

- Yes  No

13a. In what year was your current LIMS installed?

13b. Does your current LIMS require major improvements or replacement?

- Yes  No

13c. What are the estimated costs of such improvements/replacement?

\$  .00

14. A case is defined as evidence submitted from a single criminal investigation. How many **cases** did your laboratory receive from January 1, 2005 to December 31, 2005?

cases received

15. A **backlogged** case is a case that is in the laboratory and **remains unreported for a period of 30 days or more**. As of December 31, 2005, how many **backlogged cases** did your laboratory have?

backlogged cases

# Census of Publicly Funded Forensic Crime Laboratories

## 2009 Workload Questions cont.

**D5. Did your laboratory enter and search bullets in 2009?**

<sub>1</sub> Yes

<sub>2</sub> No

<sub>99</sub> Not applicable, do not perform functions related to Firearms and Toolmarks

**D6. A request is defined as the submission of one or more items of physical evidence to a single forensic discipline from a single criminal investigation. How many requests did your laboratory receive from January 1, 2009 through December 31, 2009?**

\_\_\_\_\_ requests received

**D7. A backlogged request is a request that is in the laboratory and remains unreported for a period of 30 days or more. As of January 1, 2010, how many backlogged requests did your laboratory have?**

\_\_\_\_\_ backlogged requests

# Census of Publicly Funded Forensic Crime Laboratories

## 2009 Workload Questions

**D8-D17. In the tables that follow we are asking for 7 different elements of information about each of the general disciplines, and associated with forensic laboratories (listed below).**

Do NOT include outsourced requests in the following questions.

Please note that there are some substantive element differences in a few of the disciplines below.

The 7 different elements of information include:

- a. Total number of all **pending requests** awaiting analysis as of **January 1, 2009**;
- b. Number of these pending requests that were **backlogged** (requests unreported for 30 days or longer) as of **January 1, 2009**;
- c. Total number of **new requests** received in 2009;
- d. Total number of requests **completed** in 2009;
- e. Number of **FTEs** it took to complete the requests (as reported in item d);
- f. Total number of all **pending requests** awaiting analysis as of **January 1, 2010**; and
- g. Number of these pending requests that were **backlogged** (requests unreported for 30 days or longer) as of **January 1, 2010**.

**NOTE:** A single case may result in multiple requests (e.g., one case may include: a request for forensic biology, AND a request for latent prints). The single request for forensic biology may include multiple items to be analyzed for biological fluids.

for the following **10** disciplines:

- a. Controlled Substances
- b. Toxicology
- c. Trace
- d. Impressions
- e. Firearms/Toolmarks
- f. Digital & Multimedia Evidence
- g. Latent Prints (*Do not include 10-print input*)
- h. Questioned Documents
- i. Forensic Biology  
(*Includes Biology Screening & DNA Analysis*)
- j. Crime Scene

and **3** types of evidence/samples:

- a. Sexual Assault Kits
- b. Convicted Offender Samples
- c. Arrestee Samples

## 2005 Workload Questions

### Workload

In the tables that follow we are asking for 7 different elements of information about each of the disciplines and sub-disciplines associated with forensic laboratories (listed below).

For the Toxicology, Trace, and Impressions Disciplinary Areas listed below we have both General and specific Subcategories. The request totals for each of the General categories (e.g., Trace) should include the requests for the various subcategories (Gunshot Residue, Hair/Fiber, and Fire Debris).

A single case may result in multiple requests; e.g., one case may include: a request for biology, AND a request for latent prints. The single request for biology may include multiple items to be analyzed for biological fluids.

The 7 different elements of information include:

- a. Total number of all pending requests awaiting analysis as of Jan. 1, 2005;
- b. Number of these pending requests that were backlogged (requests held for 30 days or longer) as of Jan. 1, 2005;
- c. Total number of new requests received in 2005;
- d. Total number of requests completed in 2005;
- e. Number of FTE's it took to complete the requests (as reported in item d);
- f. Number of additional FTE's you would have needed to achieve a 30 day turnaround on all 2005 requests (as reported in item c);
- g. Estimated cost of new equipment needed to achieve a 30 day turnaround on all 2005 requests, as reported in item c.

PLEASE ENTER A RESPONSE IN EVERY CELL IN EACH TABLE.  
IF THERE WERE NO CASES IN A PARTICULAR CATEGORY, PLEASE ENTER "0." IF NOT APPLICABLE TO YOUR LAB, PLEASE ENTER "NA."

### Workload

17. Specifically, for DNA testing, what types of requests were completed in house (not outsourced) in 2005? Please specify how many of each of the following types of DNA requests were completed in 2005. **Note that the total number of tests reported here should equal the sum of all types of DNA requests reported in Question 16 F.**

Type of DNA requests	
17a. No suspect requests	<input type="text"/>
17b. Requests with suspects	<input type="text"/>
17c. Convicted offender/database requests	<input type="text"/>
17d. Other	<input type="text"/>
<b>Total</b>	<input type="text"/>





# Census of Publicly Funded Forensic Crime Laboratories

## 2005 Outsourcing Questions (cont.)

### Outsourcing

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20. Did you outsource any peer review activities in 2005?

Yes    No

21a. If yes, please check all discipline areas where peer reviews were outsourced.

- Controlled substances
- Toxicology (General)
- Antemortem
- Postmortem
- BAC Only
- Trace (General)
- Gunshot residue testing
- Hair/fiber examination
- Fire debris/Arson
- Biology screening
- DNA analysis
- Firearms/toolmarks
- Computer crimes
- Latent print
- Crime scene
- Questioned documents
- Impressions (General)
- Footwear
- Tire-tread

20b. What was the total cost for outsourced peer reviews in 2005? \$  .00

# Census of Publicly Funded Forensic Crime Laboratories

## 2009 Quality Assurance Questions

- F1.** As of December 31, 2009, was your crime laboratory accredited?
- 1 Yes → Skip to F3  
2 No
- F2.** As of December 31, 2009, had your crime laboratory applied for accreditation?
- 1 Yes  
2 No → Skip to F4
- F3.** As of December 31, 2009, was your crime laboratory accredited by or in the application process for the following? (check all that apply)
- 1 a. ASCLD/LAB, Legacy  
2 b. ASCLD/LAB, International (ISO 17025)  
3 c. FQS-International  
4 d. Other (please specify below)  
 \_\_\_\_\_
- F4.** Does your laboratory conduct proficiency testing on its analysts/examiners?
- 1 Yes  
2 No → Skip to F6
- F5.** Which of the following proficiency tests does your laboratory perform:
- | Yes                        | No                         |   |
|----------------------------|----------------------------|---|
| <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | a. <u>Blind</u> - analyst/examiner is not told which case is for proficiency testing?   |
| <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | b. <u>Declared</u> - analyst/examiner is told when he/she is being tested?  |
| <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | c. <u>Random case reanalysis</u> - random selection of analyst/examiner's prior case work for reanalysis by another analyst/examiner? |
| <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | d. <u>Other proficiency testing</u> (please specify below)<br>_____   |
- F6.** How many examiners/analysts in your laboratory are externally certified by one or more of the certification bodies below? (Only include if certified by entities below)
- \_\_\_\_\_ examiners/analysts
- List of Selected Certification Entities:  
 (deleted in OMB crosswalk – please see updated instrument for full list.)
- F7.** Does your laboratory have formalized performance expectations, or the expected number of requests processed, for one full-time equivalent (FTE) examiner for one year in any discipline?
- 1 Yes  
2 No

## 2005 Quality Assurance Questions

### Quality Assurance

21. As of December 31, 2005, was your crime laboratory accredited by the following?
- a. ASCLD/LAB  Yes  No  
 b. ISO Accreditation (17025)  Yes  No  
 c. Other  Yes  No

### Quality Assurance

22. What are your performance expectations for **one full-time equivalent** (FTE) examiner for one year in the following disciplines? Please enter a response for every space; indicate N/A or 0 where necessary.

	# Requests Processed per year
Controlled substances	<input type="text"/>
Toxicology (General)	<input type="text"/>
Antemortem	<input type="text"/>
Postmortem	<input type="text"/>
BAC Only	<input type="text"/>
Trace (General)	<input type="text"/>
Gunshot residue testing	<input type="text"/>
Hair/fiber examination	<input type="text"/>
Fire debris/Arson	<input type="text"/>
Biology screening	<input type="text"/>
DNA analysis	<input type="text"/>
Firearms/toolmarks	<input type="text"/>
Computer crimes	<input type="text"/>
Latent print	<input type="text"/>
Questioned documents	<input type="text"/>
Impressions (General)	<input type="text"/>
Footwear	<input type="text"/>
Tire-tread	<input type="text"/>
Crime scene	<input type="text"/>

# Census of Publicly Funded Forensic Crime Laboratories

## 2009 Quality Assurance Questions (cont.)

**F8. On average, what percentage of time for one full-time equivalent (FTE) was spent on court testimony, including preparation for court testimony, in 2009? *If your laboratory does not have the position, check N/A.***

Not  
Applicable

- a. Analyst/Examiner \_\_\_\_\_ % <sub>99</sub>  
Entry-level or no experience necessary
- b. Analyst/Examiner \_\_\_\_\_ % <sub>99</sub>  
Intermediate/Senior-level; with  
some experience to full journeyman with no  
supervisory requirement.
- c. Technical Support \_\_\_\_\_ % <sub>99</sub>  
(e.g., lab technician, lab support personnel, etc.)

**F9. On average, what percentage of time for one full-time equivalent (FTE) was spent attending training in 2009? *If your laboratory does not have the position, check N/A..***

Not  
Applicable

- a. Analyst/Examiner \_\_\_\_\_ % <sub>99</sub>  
Entry-level or no experience necessary
- b. Analyst/Examiner \_\_\_\_\_ % <sub>99</sub>  
Intermediate/Senior-level; with  
some experience to full journeyman with no  
supervisory requirement.
- c. Technical Support \_\_\_\_\_ % <sub>99</sub>  
(e.g., lab technician, lab support personnel, etc.)

**F10. On average, what percentage of time for one full-time equivalent (FTE) was spent providing training in 2009? *If your laboratory does not have the position, check N/A***

Not  
Applicable

- a. Analyst/Examiner \_\_\_\_\_ % <sub>99</sub>  
Entry-level or no experience necessary
- b. Analyst/Examiner \_\_\_\_\_ % <sub>99</sub>  
Intermediate/Senior-level; with  
some experience to full journeyman with no  
supervisory requirement.
- c. Technical Support \_\_\_\_\_ % <sub>99</sub>  
(e.g., lab technician, lab support personnel, etc.)

**F11. Research may be experimentation aimed at the discovery and interpretation of facts, the revision of accepted theories, or practical application of such new or revised theories or technologies. **Does your laboratory have resources dedicated primarily to research?****

- <sub>1</sub> Yes  
<sub>2</sub> No

# Census of Publicly Funded Forensic Crime Laboratories

## 2005 Innovative Programs Questions

### **Innovative Programs**

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23. Does your laboratory engage in any special/innovative programs to manage casework?

Yes  No

If so, please describe your program below.

## **Census of Publicly Funded Forensic Crime Laboratories Changes to the questionnaire for the 2009 data collection**

### **I. Organization Questions**

*Removed from 2005 questionnaire*

- Q3a – Access to financial information
- Q3b – Access to financial information
- Q4 - Year lab established
- Q6 – Major modifications to facility
- Q7 – Number of searches/hits made in NIBIN, AFIS, & CODIS

*Added to 2009 questionnaire*

- QA4 – Administrative control
- QA5 - Jurisdiction/geographic area served
  - Reinstated from 2002 collection.
- QA7 – Discipline List
  - Added additional trace evidence examinations
  - Expanded latent print categories
  - Expanded crime science categories
  - Combined biology screening and DNA analysis into forensic biology
  - Provided room to record forensic disciplines not listed
  - Provides more efficient enumeration of forensic functions in modern laboratories

### **II. Budget**

*Removed from 2005 questionnaire*

- Q9a – Budget categories
  - Eliminated the travel, construction, consultants/contractors and indirect costs subcategories.
  - Eliminated the ability to list specific budget subcategories
- Q9b – Funding sources
  - Removed federal, state and local subcategories
  - Unit changed from percent to dollars

*Added to 2009 questionnaire*

- QB1 – Total annual budget
  - Added ability to report fiscal or calendar year
- QB2
  - Added separate category for allocated budget.
  - Request dollar amounts for fees and grants
- QB3 - Budget categories
  - Added “Other” category to encompass all costs except personnel, equipment and supplies.

### **III. Staff**

*Removed from 2005 questionnaire*

- None.

*Added to 2009 questionnaire*

- QC2 – Funded positions
  - Request FTE funded but not necessarily filled.
- QC3 – Number of FTEs
  - Analyst/Examiner category expanded to entry level and intermediate/senior subcategories.
- QC4-C6 – Salary
  - Analyst/Examiner category expanded to entry level and senior subcategories.
  - Added Researchers subcategory.
- QC7 – Hours furloughed.
  - New question designed to record the impact of the current constraints on local, state and federal budgets.

### **IV. Workload**

*Removed from 2005 questionnaire*

- Q13a – Year LIMS installed
- Q13b – LIMS improvement/replacement need
- Q13c – LIMS improvement/replacement cost
- Q14 – Cases received
  - Unit changed from “cases” in 2005 to “requests” in 2009.
- Q15 – Cases backlogged
  - Unit changed from “cases” in 2005 to “requests” in 2009.
- Q16A-J – Main Workload Section
  - f. – Removed number of FTEs needed to achieve 30-day turnaround on requests
  - g. – Removed estimated cost of new equipment needed to achieve a 30-day turnaround on requests.
- Q17 – DNA request type
  - Removed the subcategories of DNA requests.

*Added to 2009 questionnaire*

- QD2 – LIMS functions
  - The list of possible LIMS functions will assist in determining the sophistication of the LIMS systems being used.
- QD3 – Advanced technologies
  - List of technologies will determine how extensive the adoption of new technologies is among the nations crime labs.
- QD4 – Databases
- QD5 – Enter and search bullets
  - Designed to measure the sophistication of those using firearms databases.
- QD6 – Requests received
  - Unit changed from “cases” in 2005 to “requests” in 2009.

- QD7 – Requests backlogged
  - Unit changed from “cases” in 2005 to “requests” in 2009.
- QD8-QD17 - Main Workload Section
  - Added sections for sexual assault kits, convicted offender samples, and arrestee samples.
  - f. – asks for pending requests on January 1, 2010
  - g. – asks for backlogged request on January 1, 2010
    - These two provide a second point of comparison to determine the trend over 2009

## **V. Outsourcing**

*Removed from 2005 questionnaire*

- Q18 – Y/N outsource question
- Q19 1-6 – Outsourcing subcategories
  - Removed cost, FTEs used, % of federal funds used and % of state funds used.
- Q20a – Outsource peer review activities
- Q20b – Outsourced peer review costs

*Added to 2009 questionnaire*

- QE3 – Number of requests outsourced
  - Expanded to ask about more forensic science disciplines.
- QE4 – Requests received from other laboratories
  - New question designed to allow labs that receive outsourced requests to report that burden.
- QE5 – Number of requests received from other laboratories by forensic discipline
  - Complement to QE4.

## **VI. Quality Assurance**

*Removed from 2005 questionnaire*

- Q22 – Performance expectations

*Added to 2009 questionnaire*

- QF2 – Applied for accreditation
- QF3 – List of accrediting bodies
- QF4 – Y/N for proficiency testing
- QF5 – Type of proficiency testing
- QF6 – Examiner/analysts certified
- QF7 – Y/N for performance expectations
- QF8 – Time on court testimony
- QF9 – Time spent attending training
- QF10 – Time spent providing training
- QF11 – Y/N for research
  - Brought back from the 2002 data collection

## **VII. Current Issues**

*Removed from 2005 questionnaire*

- Q23 – innovative programs