

SUPPORTING STATEMENT
1110-0002
SUPPLEMENTARY HOMICIDE REPORT

A revision of this currently approved collection is requested in addition to a 3-year extension.

The revisions on the existing form are:

1. Adjust the Rev. date to 12-31-10; Delete, Expires 05-31-11
2. Insert at the beginning of sentence two, "While you are not required to respond, your cooperation.....".
3. At the bottom of the page on the Prepared By line, insert "/ E-mail address".
4. On the back page toward the bottom, the race line should read as: White - W, Black or African American - B, American Indian or Alaska Native - I, Asian - A, Native Hawaiian or Other Pacific Islander -P, Unknown - U. Use only these as race designations.
5. Ethnicity line should read as is: Hispanic or Latino - H, Not Hispanic or Latino - N, Unknown - U.

A. Justification.

1. Necessity of Information Collection

On June 11, 1930, under Title 28, Section 534, U.S. Code, *Acquisition, Preservation, and Exchange of Identification Records; Appointment of Officials*, the FBI was designated by the Attorney General to acquire, collect, classify, and preserve national data on criminal offenses as part of the Uniform Crime Reports (UCR). The FBI is mandated to compile nationwide criminal statistics for use in law enforcement administration, operation, and management and to assess the nature and type of crime in the United States.

The 1-704, *Supplementary Homicide Report (SHR)* form supplies the national UCR Program with information about each homicide incident including details regarding the victim, offender, their relationship, the weapon used, and the circumstances in which each criminal homicide, justifiable homicide, and manslaughter by negligence is committed.

2. Needs and Uses

The homicide data are of invaluable use for research and statistical analysis. Dissemination of the SHR data are provided in the annual publication *CIUS* or when requested, supplied on hard

copy printout or magnetic media. SHR data serve as a valuable resource to city, county, state, federal, and tribal law enforcement agencies, as well as Academe, other government agencies, public, and media. Examples of agencies' uses are:

- a. The FBI serves as the national clearinghouse for storage of all murder statistics, therefore, these SHR data are available upon request to any requester. The Consortium at the University of Michigan obtains annual SHR data files.
- b. The Department of Justice, Bureau of Justice Assistance (BJS), utilizes the UCR Program violent crime (of which murder is a part) data in awarding local law enforcement formula grants.
 - a. National Center for Juvenile Justice obtains yearly UCR SHR data files to incorporate in the agency's database.
 - b. State and national legislators, Congress, and the White House request homicide data.

3. Use of Information Technology

Currently, 88 percent of participating law enforcement agencies submit this form electronically. Electronic submissions are received via magnetic media and/or Law Enforcement Online, (LEO) e-mail <ucrstat@leo.gov>. The UCR Program has made this form available as a PDF printable form on the Internet at <www.fbi.gov/hq/cjisd/formsummary.htm>.

4. Efforts to Identify Duplication

This information collection was authorized in direct response to the June 11, 1930 enactment of Title 28, Section 534, U.S. Code. The FBI is the only agency collecting extensive data on criminal homicides.

5. Minimizing Burden on Small Businesses

This information will have no significant impact on small business. No small business will be affected by this collection.

6. Consequences of Not Conducting or Less Frequent Collection

In order to serve as the national repository for crime reporting and to produce a reliable dataset, the FBI collects monthly statistics that are reported by participating UCR Program contributors. There is an ever-increasing need for timely and accurate data dissemination by the FBI to assist our partners in law enforcement.

7. Special Circumstances

All data are collected/received from UCR Program participants on a monthly basis. The FBI's UCR Program has established various time frames and deadlines for acquiring the monthly data. Monthly reports/submissions should be received at the FBI by the seventh day after the close of each month. Annual deadlines are also designated in order to collect/assess receipt of monthly submissions. There are times when special circumstances may cause an agency to request an extension. The UCR Program has the authority to grant these extensions. Participation in the UCR Program is voluntary.

8. Public Comments and Consultations

The 30 and 60 day notices were published in the Federal Register with no comments received.

9. Provision of Payments or Gifts to Respondents

The FBI's UCR Program does not provide any payment or gift to respondents.

10. Assurance of Confidentiality

All FBI UCR Program information collections are held confidential in accordance with Title 42, U.S. Code, Sections 3789(g). Even though this information collection does not contain personal identifier information that may reveal the identity of an individual it is obtained from public agencies and are, therefore, in the public domain.

11. Justification for Sensitive Questions

This information collection does not collect information of a sensitive nature.

12. Estimate of Respondent's Burden

The estimated cost of the respondent's burden for this data collection is as follows:

Number of respondents	17,985
Number of responses per respondent	12 times per year
Total annual responses	215,820
Minutes per response	9
Annual hour burden	32,373

13. Estimate of Cost Burden

There are no direct costs to law enforcement to participate in the UCR Program other than their time to respond. Respondents are not expected to incur any capital, start-up, or system maintenance costs associated with this information collection.

14. Cost to Federal Government

It is difficult to estimate the annual cost to the federal government under the clearance request. The following are generalized projections based upon prior collection activity as well as activities anticipated over the next 3 years.

Data Collection and Processing Costs

\$635,291

This is a detailed cost projection provided by CJIS Financial Management Unit

Preliminary 6/12 month reports	\$16,192
Crime in the United States	\$116,745
Manuals	\$13,821
Special studies	\$168,062
Data requests	\$17,846
APB services	\$36,472
Press Releases	\$710
State program bulletins	\$5,363
Audit Reports	\$39,461
Summary/NIBRS data collection	\$74,234
Summary/NIBRS	\$60,140
Training materials	\$14,349
Training	\$56,016
<u>UCR Program Development</u>	<u>\$15,880</u>
Total cost to federal government	\$635,291

15. Reason for Change in Burden

There is no increase of burden on the individual respondents; however, the overall annual burden hours have increased due to the increase in the number of participating agencies. This is an adjustment; an increase from 20,465 to 32,373 which is an increase of 11,908. This increase is attributable to the Federal Recovery Act. Due to agencies receiving surmountable grant monies from this recently passed Act UCR participation has increased tremendously. In order for law enforcement agencies to receive the grants they must fully participate in the UCR Program.

16. Anticipated Publication Plan and Schedule

Published data are derived from data submissions furnished to the FBI from local, county, state, federal, and tribal law enforcement agencies throughout the country.

Request for missing Jan-Jun data	August and September
Request for missing 12 month data	February and March, following year
Deadline to submit data	mid-March
Data processing/analysis	July-May
Publication of data	<i>CIUS</i> /September following year

17. Display of Expiration Date

The UCR Program is requesting OMB to not display an expiration date on the hard copy form. The program mails this form to twenty thousand individual law enforcement agencies, 49 state programs, and an undetermined number of individuals. Administratively, it would be extremely difficult to remove all of the old forms. In addition, some individuals may obtain copies of the form and wait an extensive period of time before submitting the form to us. It would be impossible to know which individuals may possess an older form. Therefore, it would not be practical for a date to be displayed. This would also alleviate the disposal of tens of thousands of expired forms when the form itself is not changed during the renewal process.

18. Exception to the Certification Statement

The FBI's CJIS Division does not request an exception to the certification of this information collection.

B. Collection of Information Employing Statistical Methods.

The UCR Program does not employ statistical methods when collecting this information.