

Attachment 6

Non-Response Follow-Up Fax and Letter

(MONTH), XX, 2011

«First» «MI» «Last», «Salutation»
«Facility_Name»
«Address_1»
«Address_2»
«City», «Stae» «Zip»

Dear «Salutation» «Last»:

The Bureau of Justice Statistics (BJS) is tasked with the implementation of the Prison Rape Elimination Act of 2003 (PREA; P.L. 108-79), which includes the Survey on Sexual Violence (SSV). Since (MONTH) of this year, representatives from the U.S. Census Bureau, our data collection agent, have worked to obtain data from all sampled prisons and jails, including «**Facility_Name**». I am writing to request your participation.

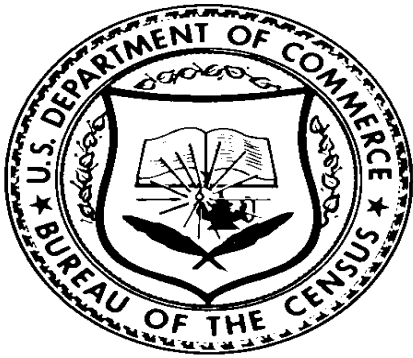
PREA requires BJS to “carry out, for each calendar year, a comprehensive statistical review and analysis of the incidence and effects of prison rape.” BJS is responsible for generating facility-level estimates of sexual assault in “not less than 10 percent” of jails, prisons, and juvenile facilities, as well as the prevalence of abuse among former inmates. In completing this task, BJS collects characteristics of these incidents to aid correctional administrators in addressing the prevention, reporting, investigation, and prosecution of such incidents.

We have successfully received forms from the Federal Bureau of Prisons, XX state prison systems, and over ZZZ jail facilities. Currently, just YY facilities have failed to respond.

We hope that you will take the time to complete the survey. If you choose to participate, you may fax the completed materials to my attention at (202) 307-5846. If we do not receive a response by (MONTH/DAY) 2012, we will assume that you would rather not participate. Feel free to contact me if you have any questions or concerns. I can be reached at Allen.Beck@usdoj.gov or directly at (202) 616-3277.

Sincerely,

Allen J. Beck, Ph.D.
Senior Statistical Advisor



CRIMINAL JUSTICE
STATISTICS BRANCH (CJSB)
GOVERNMENTS DIVISION
U.S. CENSUS BUREAU

FAX TRANSMISSION COVER SHEET

TO:

PHONE:

FAX:

FROM: Greta Clark
Survey of Sexual Violence,
Project Manager

PHONE: 1-800-253-2078
FAX: 1-888-891-2099

SUBJECT: Hello! We are still missing your 2010 Survey of Sexual Violence submission that was due to us by August 2, 2011. Your response is very important to us.

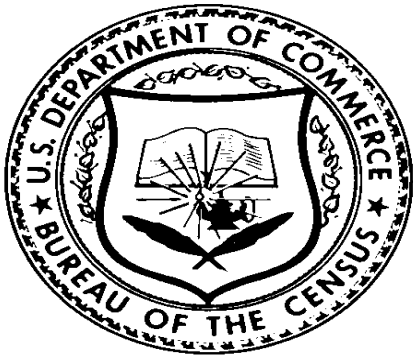
Please complete this survey or pass it to someone who could complete it. You may complete your form and fax your response to me at 1-888-891-2099 or complete it on-line at <http://harvester.census.gov/ssv> using the user-ID and password on the front of the form. If you have any questions or need further assistance, please give me a call.

We are attempting to close out this survey in the next few weeks so your responses would be greatly appreciated.

NO. OF PAGES
(including cover):

DATE SENT:

If the total number of pages indicated above are not received, please call the sender at: 1-800-253-2078



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STATISTICS BRANCH (CJSB)
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PHONE:

FAX:

FROM: Greta Clark
Survey of Sexual Violence,
Project Manager

PHONE: 1-800-253-2078
FAX: 1-888-891-2099

SUBJECT: Hello! We are still missing your 2010 Survey of Sexual Violence submission that was due to us by October 1, 2011. Your response is very important to us.

Please complete this survey or pass it to someone who could complete it. You may complete your form and fax your response to me at 1-888-891-2099 or complete it on-line at <http://harvester.census.gov/ssv> using the user-ID and password on the front of the form. If you have any questions or need further assistance, please give me a call.

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