

**SUPPORTING STATEMENT**  
**COPS Generic Information Collection Review of Customer Outreach and**  
**Information**

***Part A. Justification:***

1. Necessity of Information Collection

The Office of Community Oriented Policing Services (COPS) was established under the authority of the Attorney General to implement Title I of the “crime bill,” the Public Safety Partnership and Community Policing Act of 1994 (the Act). 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.

The COPS Office strives to serve as a convener for the law enforcement field. The Office holds forums, conferences and roundtables on targeted and timely topics affecting the law enforcement community. At these functions, COPS has an opportunity to collect information on topics affecting the field from chiefs, sheriffs and subject matter experts. These are opportunities to collect information about issues facing the law enforcement field that the COPS Office can address in order to add value to the customers COPS serves.

2. Needs and Uses

The information collected will be used in conjunction with other data that is collected by the COPS Office (surveys already approved by the OMB) in an effort to confirm that COPS Office products and services (publications and training) will be useful and beneficial to the field. It will also advance the COPS mission of advancing community policing. Please note that this information is for internal use only, and will not be published or shared externally as generalized trends in the law enforcement field. The COPS Office intends to use this collection as a question bank, and will seek OMB approval if it is to use additional questions.

3. Efforts to Minimize Burden

In order to minimize the burden, the COPS Office will propose a limited number of questions to event attendees (no more than 5 questions per event). Respondents will participate on a voluntary basis.

4. Efforts to Identify Duplication

There is no duplicative effort.

5. Methods to Minimize Burden on Small Business

This collection instrument will have no significant impact on small business.

6. Consequences of Less Frequent Collection

This collection will occur only at COPS-sponsored events, such as forums and roundtable discussions, and therefore will take place on a limited basis.

7. Special Circumstances Influencing Collection

There are no special circumstances that would influence the collection of information pertaining to the Customer Outreach and Information Collection.

8. Reasons for Inconsistencies with 5 CFR 1320.6

There are no special circumstances that would influence the collection of information pertaining to this collection.

9. Payment or Gift to Respondents

The COPS Office would not provide any payment or gift to respondents.

10. Assurance of Confidentiality

No assurance of confidentiality will be 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

It is estimated that approximately 2,000 respondents will participate in the survey annually in an average of 10 minutes.

10 minutes per respondent x 2,000 respondents = 333 hours

*Total Respondent Burden Hours: 333 hours*

13. Estimate of Cost Burden

Completing the Customer Outreach and Information Collection will not generate any costs other than those associated with the respondents' time. Therefore, the estimated burden cost is \$0.

14. Estimated Annualized Cost to Federal Government

The estimated annualized cost to the Federal Government for collecting and analyzing this collection is approximately 12 hours per event. No special equipment, other than currently in-use computing equipment is required. The cost to the Federal Government is as follows:

$$\begin{aligned} 12 \text{ hours per event} \times 15 \text{ events} &= 180 \text{ hours} \\ 180 \text{ hours} @ \$29.93 \text{ per hour} &= \$5,387 \end{aligned}$$

*Total Annualized Cost to the Federal Government for reviewing the proposed information collection = \$5,387.*

15. Reason for Change in Burden

No changes, proposed new collection.

16. Publication

This data collection will not be published.

17. Request not to Display OMB Control Number

The COPS Office will display the OMB approval number and expiration date on the upper right hand corner of the collection instrument if the collection is distributed in hard-copy (paper) or soft-copy (electronic) formats.

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.