

B. Collection of Information Employing Statistical Methods

1. Universe and Respondent Descriptions

The Census of State and Federal Adult Correctional Facilities (CSFACF) data collection is a complete enumeration of adult post-jail correctional facilities operating under state or federal authority in the United States. Facilities operating under contract to state or federal authorities are included, but military and territorial prisons are excluded. Among other functions, the enumerated correctional institutions receive, screen, and classify adjudicated adult offenders, assign them appropriate security custody levels, and provide them with secure custody.

Respondents are correctional administrators with authority over one or more facilities. BJS will contact the central reporters having jurisdiction over the 2,200 facilities and request that they provide 10 data elements for each facility in their system.

2. Procedures for Collecting Information

The reference date for the CSFACF is expected to be June 30, 2012. The respondents will receive a letter notifying them of the data collection and requesting their participation (see Attachment 7).

The CJ-43A and CJ-43B will be sent out in mid-June. Respondents will be requested to submit data by the due date listed on the CJ-43B form (August 31, 2012). Respondents may select from multiple submission modes. They will have the option to return paper forms by mail, to submit electronic forms via a secure Census Bureau website, or to upload the file format of their choice through the secure Census website. Respondents indicating a desire to submit data through the Census website will receive information about how to access the website in a separate letter (see Attachment 8).

Staff from the U.S. Census Bureau, our collection agent, will receive data, send e-mail reminders, and make follow-up phone calls, as necessary. The Census Bureau will edit the data and produce a datafile for analysis by BJS staff.

3. Methods to Maximize Response

Reminder e-mails and follow-up phone calls are planned to encourage a 100% response rate. The Census Bureau has achieved high response rates on this survey when it was conducted in previous years.

4. Testing Procedures

BJS met with corrections data providers in March 2011 to discuss its set of corrections-related collections, the products it produces from them, stakeholder needs and interests, and BJS' plans for its corrections collections. During a breakout session at this meeting, BJS staff discussed with data providers its plans for the CSFACF collection. BJS obtained feedback from these providers on the ease of providing the data elements requested in the CJ-43B form and on the estimated burden associated with providing this information for a single facility.

5. Contacts for Statistical Aspects of the Data Collection

The Corrections Statistics Unit at BJS takes responsibility for the overall design and management of the survey, including the development of the questionnaires, and the analysis and publication of the data. BJS contacts include:

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William J. Sabol, Principal Deputy Director
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The Criminal Justice Statistics Branch of the Governments Division, U.S. Census Bureau manages and coordinates the collection of all data. Contacts at the Census Bureau include:

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