

**2012 CENSUS OF STATE AND FEDERAL
ADULT CORRECTIONAL FACILITIES —
INDIVIDUAL FACILITY LIST**U.S. DEPARTMENT OF JUSTICE
BUREAU OF JUSTICE STATISTICS
AND ACTING AS COLLECTION AGENT
U.S. DEPARTMENT OF COMMERCE
ECONOMICS AND STATISTICS ADMINISTRATION
U.S. CENSUS BUREAU**REPORTING INSTRUCTIONS FOR THIS DATA COLLECTION**

The census includes all correctional facilities administered by state or federal governments or by privately-contracted organizations primarily for state or federal governments, which are intended for adults but sometimes hold juveniles. For this data collection, please include each individual correctional facility or unit holding inmates under the jurisdiction of your state, even if that facility shares budget or staff with other facilities.

- The facilities listed on the following page(s) represent individual correctional facilities holding inmates in your state which meet the criteria specified below. This list, based on our most recent records, may include facilities which have closed or exclude facilities which have opened since we last compiled our data. You may use this list as a guide to indicate changes, such as a change in name or address, or to indicate facilities that have opened or closed.
- Please complete an Individual Facility Information form (CJ-43B) for each facility in operation on **June 30, 2012**.
- Please retain a copy of the completed form(s) or datafile(s) for your records.
- **Returning forms:**
 - Please return all forms by **August 31, 2012**
 - There are several ways you can submit your forms:
ONLINE: Complete and report online at: <https://respond.census.gov/prison>
FAX (TOLL-FREE): (888) 891-2099
MAIL: Use enclosed mailing label or mail to – U.S. Census Bureau, P.O. Box 5000, Jeffersonville, IN 47199-5000
- **Returning data online:**

Go to <https://respond.census.gov/prison>. There you may submit data for each individual facility using the following electronic options:

 - **INTERACTIVE ONLINE LISTING:** Review your pre-filled facilities listing from the CJ-43A. Then, provide information (see CJ-43B) for each individual facility in operation on June 30, 2012.
 - **UPLOAD PREPARED SPREADSHEET:** Download an excel spreadsheet pre-filled with the facilities listed on CJ-43A. Provide information (see CJ-43B) for each individual facility in operation on June 30, 2012. Once completed and saved, the spreadsheet can be uploaded.
 - **UPLOAD DATA FILE(S):** Prepare a datafile in any format that is convenient to your information system. Please include in the datafile the information specified in items 1 – 10 of the CJ-43B form. Upload the completed datafile and a key to the file layout and coding for each item in the data file.
- If you need any assistance, please call **Garry Smith** at the U.S. Census Bureau toll-free at **1-800-352-7229** or e-mail govs.prisons@census.gov.

What types of facilities are included in this collection?

- INCLUDE prisons, penitentiaries, and correctional institutions; boot camps; residential community correction centers; prison farms; reception, diagnostic, and classification centers; road camps; forestry and conservation camps; youthful offender facilities (except in California); vocational training facilities; prison hospitals; drug and alcohol treatment facilities for prisoners; pre-release centers; halfway houses; and State-operated local detention facilities.
- INCLUDE State-operated local detention facilities in Alaska, Connecticut, Delaware, Hawaii, Rhode Island, and Vermont.
- INCLUDE State-authorized parolee return-to-custody facilities.
- INCLUDE privately-operated facilities holding inmates under your jurisdiction.

What types of facilities are excluded from this collection?

- EXCLUDE privately-operated facilities that do not primarily house State or Federal inmates.
- EXCLUDE facilities operated and administered by local governments that do not primarily house State or Federal prisoners.
- EXCLUDE facilities that hold only persons under the jurisdiction of juvenile correctional authorities.

FACILITY LISTING - ATTACHED