

RETURN TO	U.S. Census Bureau Governments Division Washington, DC 20233-6800	FORM CJ-5D (10-15-2012)	2013 ANNUAL SURVEY OF JAILS	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
------------------	--	-----------------------------------	--	--

DATA SUPPLIED BY					
Name	Title				
OFFICIAL ADDRESS	Number and street or P.O. box/Route number	City	State	ZIP Code	
TELEPHONE	Area code	Number	Extension	FAX NUMBER	Area Code
E-MAIL ADDRESS	Number				

(Please correct any error in name, mailing address, and ZIP Code)

GENERAL INFORMATION

- If you have any questions, call the **U.S. Census Bureau** at **1-800-253-2078**, or e-mail **govs.asj@census.gov**.
- Please complete the questionnaire before **July 31, 2013** using the web-reporting option (see the web flyer for details), by mailing the completed form to the **U.S. Census Bureau** in the enclosed envelope, or by **FAXING** all pages to **1-888-262-3974**.
- Please retain a copy of the completed form for your records.

What types of facilities are included in this survey?

Confinement facilities in jurisdictions included with certainty in the Annual Survey of Jails. Confinement facilities are usually administered by a local law enforcement agency, intended for adults but sometimes holding juveniles.

Confinement facilities

- INCLUDE jails and city/county correctional centers.
- INCLUDE special jail facilities (e.g., medical/treatment/release centers, halfway houses, and work farms).
- INCLUDE temporary holding or lockup facilities if they are part of your combined function.
- EXCLUDE temporary holding or lockup facilities that are not part of your combined function from which inmates are usually transferred within 72 hours and not held beyond arraignment. If your only function is a temporary holding or lockup facility, DO NOT complete this form – contact Heather West at 1-800-253-2078.

Certainty jurisdictions

- INCLUDE facilities in jail jurisdictions that held juvenile inmates at the time of the 2005 Census of Jail Inmates and had an average daily population of 500 or more inmates during the 12 months ending June 30, 2005.
- INCLUDE facilities in jail jurisdictions that held only adult inmates and had an average daily population of 750 or more at the time of the 2005 Census of Jail Inmates.

Burden statement

Under the Paperwork Reduction Act, we cannot ask you to respond to a collection of information unless it displays a currently valid OMB control number. The burden of this collection is estimated to average 2 hours per response, including reviewing instructions, searching existing data sources, gathering necessary data, and completing and reviewing this form. Send comments regarding this burden estimate or any aspect of this survey, including suggestions for reducing this burden, to the Director, Bureau of Justice Statistics, 810 Seventh Street, NW, Washington, DC 20531. Do not send your completed form to this address.

REPORTING INSTRUCTIONS

- If the answer to a question is "not available" or "unknown," write "DK" in the space provided.
- If the answer to a question is "not applicable," write "NA" in the space provided.
- If the answer to a question is "none" or "zero," write "0" in the space provided.

- When exact numeric answers are not available, provide estimates and mark (X) in the box beside each figure that is estimated. For example 1,234

Section I — SUPERVISED POPULATION

I.1. On June 28, 2013, how many persons under the supervision of your jail jurisdiction were —

a. CONFINED in your jail facilities?

- INCLUDE persons on transfer to treatment facilities but who remain under your jurisdiction.
- INCLUDE persons held for other jurisdictions.
- INCLUDE persons in community-based programs (e.g., work release, day release, drug/alcohol treatment) who return to jail at night.
- EXCLUDE any persons housed in facilities operated by two or more jurisdictions or those housed in privately operated jails.
- EXCLUDE inmates on AWOL, escape, or long-term transfer to other jurisdictions.
- EXCLUDE inmates being boarded out to another county or held in another facility not operated by your jail jurisdiction.

b. Under jail supervision but NOT CONFINED?

- INCLUDE all persons in community-based programs run by your jails (e.g., electronic monitoring, house arrest, community service, day reporting, and work programs).
- EXCLUDE persons on pretrial release who are not in a community based program run by your jails.
- EXCLUDE persons under supervision of probation, parole or other agencies.
- EXCLUDE inmates on weekend programs. Weekend programs allow offenders to serve their sentences of confinement only on weekends (e.g., Friday–Sunday).
- EXCLUDE inmates participating in work release programs who return to the jail at night.

c. Total (Sum of items I.1a and I.1b) _____

I.2. Of all persons under your jail supervision reported in item I.1c, how many were not U.S. citizens?

Non-US citizens _____

I.3. On the weekend prior to June 28, 2013, did your jail jurisdiction have a weekend program?

- Weekend programs allow offenders to serve their sentences of confinement only on weekends (e.g., Friday–Sunday).

1 Yes – **How many inmates participated?** _____

2 No

Section II — INMATE COUNTS AND MOVEMENTS OF THE CONFINED POPULATION

II.1. On June 28, 2013, how many persons CONFINED in your jail facilities were —

a. Adult males (age 18 or older) _____

b. Adult females (age 18 or older) _____

c. Males under age 18 _____

d. Females under age 18 _____

e. TOTAL (Sum of items II.1a to II.1d should equal item I.1a) _____

II.2. Of all persons under the age of 18 CONFINED in your jail facilities on June 28, 2013 (items II.1c and II.1d), how many were tried, or awaiting trial, in adult court?

Number of persons under age 18 held as adults _____

II.3. Of all persons CONFINED in your jail facilities on June 28, 2013, how many were —

- For persons with more than one status, report the status with the most serious offense.
- For convicted inmates include probation and parole violators with no new sentence.

a. Convicted

How many were —

1. Unsented inmates or awaiting sentencing . . .

2. Sentenced inmates

b. Unconvicted

How many were —

1. Awaiting trial/arraignment

2. Awaiting transfer/hold for other authorities

3. Other

c. TOTAL (Sum of items II.3a and II.3b should equal item I.1a)

II.4. On June 28, 2013, how many persons CONFINED in your jail facilities were —

a. White, not of Hispanic origin

b. Black or African American, not of Hispanic origin

c. Hispanic or Latino

d. American Indian/Alaska Native, not of Hispanic origin

e. Asian, not of Hispanic origin

f. Native Hawaiian or Other Pacific Islander, not of Hispanic origin

g. Two or more races, not of Hispanic origin

h. Additional categories in your information system — Specify

i. Not known

j. TOTAL (Sum of items II.4a to II.4i should equal item I.1a) .

II.5. On June 28, 2013, how many persons CONFINED in your jail facilities were held for —

- For persons with a multiple hold, count them only once with priority being Federal, State, and local.

a. Federal authorities

1. U.S. Marshals Service . . .

2. Federal Bureau of Prisons

3. U.S. Immigration and Customs Enforcement (I.C.E.)

4. Bureau of Indian Affairs .

5. Other — Specify

b. State prison authorities

1. For your state

2. For other states

c. Other local jail jurisdictions

- EXCLUDE inmates being housed for your own jurisdiction (i.e., your own county/city inmates).

1. Within your state

2. Outside your state

d. TOTAL (Sum of items II.5a to II.5c)

II.6. a. During the 30-DAY period from June 1 to June 30, 2013, on what day did your facility hold the greatest number of inmates?

- Peak population should be equal to or greater than the confined inmate population reported in item I.1a.

June , 2013

b. How many persons were CONFINED on that day?

Number that day

II.7. Between July 1, 2012, and June 30, 2013, what was the average daily population of all jail confinement facilities operated by your jurisdiction?

- Include inmates who participated in weekend programs that allow offenders to serve their sentences of confinement only on weekends (e.g., Friday-Sunday).
- To calculate the average daily population, add the number of persons for each day during the period July 1, 2012, through June 30, 2013, and divide the result by 365.

Average daily population

II.8. On June 28, 2013, what was the total jail capacity of your jail facilities?

a. Rated capacity

(The maximum number of beds or inmates assigned by a rating official to a facility, excluding separate temporary holding areas.)

b. Operational capacity

(The number of inmates that can be accommodated based on staff, existing programs and services in institutions within your jurisdiction. Also known as "budget" capacity.)

c. Design capacity

(The number of inmate's planners or architects intended for all jail facilities in your jurisdiction.)

II.9. During the WEEK of June 24 to June 30, 2013, how many persons were —

a. New admissions to your jail facilities?

- INCLUDE persons officially booked into and housed in your facility by formal legal document and by the authority of the courts or some other official agency.
- INCLUDE those persons serving a weekend sentence coming into the facility for the first time.
- EXCLUDE returns from escape, work release, medical appointments/treatment facilities, bail and court appearances.

New admissions

b. Final discharges from your jail facilities?

- INCLUDE all persons released after a period of confinement (e.g., sentence completion, bail/bond releases, other pretrial releases, transfers to other jurisdictions, and deaths).
- INCLUDE those persons completing their weekend sentence leaving the facility for the last time.
- EXCLUDE temporary discharges (e.g., work releases, medical appointments/treatment, to courts, furloughs, day reporters, and transfers to other facilities within your jurisdiction).

Final discharges

II.10. During the WEEK of June 24 to June 30, 2013, how many persons discharged from your jail jurisdiction were confined —

- Report time served, not sentence length, for discharged person.

	Convicted	Unconvicted
a. Less than 1 day . . .	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>
b. 1 to 2 days	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>
c. 3 to 7 days	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>
d. 8 to 30 days	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>
e. 31 to 180 days	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>
f. More than 180 days	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>
g. TOTAL (Sum of items II.10a to II.10f should equal item II.9b)	<input type="text"/> <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>

Section III — POPULATION SUPERVISED IN THE COMMUNITY

If item I.1b equals 0 (zero), SKIP to item IV.1

III.1. On June 28, 2013, how many persons under your jail supervision who were NOT CONFINED, participated in —

- EXCLUDE inmates on weekend programs.

a. Electronic monitoring . . .	<input type="text"/> <input type="checkbox"/>
b. Home detention without electronic monitoring . . .	<input type="text"/> <input type="checkbox"/>
c. Community service	<input type="text"/> <input type="checkbox"/>
d. Day reporting	<input type="text"/> <input type="checkbox"/>
e. Other pretrial supervision	<input type="text"/> <input type="checkbox"/>
f. Other alternative work programs	<input type="text"/> <input type="checkbox"/>
• EXCLUDE inmates participating in work release programs who return to the jail at night.	
g. Alcohol/drug treatment programs	<input type="text"/> <input type="checkbox"/>
• EXCLUDE inmates participating in alcohol/drug treatment programs who are confined in the jail.	
h. Other programs outside of jail facilities - Specify <input type="checkbox"/>	<input type="text"/> <input type="checkbox"/>
i. TOTAL (Sum of items III.1a to III.1h should equal item I.1b) .	<input type="text"/> <input type="checkbox"/>

III.2. On June 28, 2013, how many persons under your jail supervision who were NOT CONFINED were —

- a. **Adult males** (age 18 or older)
- b. **Adult females** (age 18 or older)
- c. **Males under age 18**
- d. **Females under age 18**
- e. **TOTAL** (Sum of items III.2a to III.2d should equal item I.1b)

III.3. Of all persons under your jail supervision who were NOT CONFINED on June 28, 2013, how many were —

- a. **Convicted**
- b. **Unconvicted**
- c. **TOTAL** (Sum of items III.3a and III.3b should equal item I.1b)

IV.2. During the 365-DAY period from July 1, 2012 to June 30, 2013, were there any inmate-inflicted physical or sexual assaults on facility staff in your jail jurisdiction?

- Report any assaults that involved a weapon or serious injury requiring immediate medical attention more extensive than first aid.
- 1 Yes –
 Number of assaults on –
 a. Correctional Officers
 b. All other staff
- 2 No assaults

IV.3. During the 365-DAY period from July 1, 2012 to June 30, 2013, were there any staff deaths as a result of assaults by inmates?

- 1 Yes –
 Number of deaths –
 a. Correctional Officer deaths inflicted by inmates
 b. All other staff deaths inflicted by inmates
- 2 No deaths

IV.4. During the 365-DAY period from July 1, 2012 to June 30, 2013, how many persons CONFINED in your jail jurisdiction were written up or found guilty of —

- a. **Physical assault on another inmate**
- b. **A drug violation, such as use, possession, or dealing drugs**
- c. **An alcohol violation, including unauthorized possession, use, or sale**
- d. **Possession of a weapon**
- e. **Possession of stolen property**
- f. **Escape or attempted escape**
- g. **Any other major violation, including work slowdowns, food strikes, setting fire, rioting, etc.**

Section IV — STAFF SAFETY AND SECURITY

IV.1. On June 28, 2013, how many staff employed by your jail jurisdiction were —

- Count each employee only once. Classify employees with multiple functions by the function performed most frequently.
- INCLUDE only payroll and nonpayroll staff.
- EXCLUDE staff paid through contractual agreements and community volunteers.

- a. **Correctional Officers** (Deputies, monitors, and other custody staff who spend more than 50% of their time with the incarcerated population.)
- b. **All other staff** (Administrators, clerical and maintenance staff, educational staff, professional and technical staff, and other staff unspecified.)
- c. **Total** (sum of items IV.1a and IV.1b)