

CONSENT TO PARTICIPATE IN HATE CRIME DATA COLLECTION COGNITIVE INTERVIEW ON NEW BIAS MOTIVATION CATEGORIES AND NEW DATA COLLECTION METHOD

You have been asked to participate in a research study conducted by the Federal Bureau of Investigation (FBI), Criminal Justice Information Services (CJIS) Division, Law Enforcement Support Section (LESS), Crime Statistics Management Unit (CSMU), Hate Crime Data Collection Program.

PURPOSE OF THIS STUDY

The purpose of this study is to assess any usability issues and possibly cognitive issues connected to the change in mode of data collection from a paper-based form to a web-based data collection, as well as the introduction of new bias motivation categories, in the Hate Crime Data Collection Program.

PARTICIPATION AND WITHDRAWAL

Your participation in this project is completely voluntary. If you do volunteer to participate, you may stop at any time without consequences.

PROCEDURES

If you volunteer to participate in this study, you will be asked to read through five scenarios involving hate crime incidents. In each incident, some information will be provided to you already classified according to UCR policy. You will be asked to transfer this information from the incident report into the Excel workbook that is the new web-based collection instrument for the Hate Crime Data Collection in UCR. In addition, there will be questions regarding the appropriate classification of the type of bias motivation left for your determination. You will be asked to assess the information provided and decide the most appropriate bias motivation given the details of the incident. As you are reviewing the incident information, you will be asked to “think-aloud” in order for the research team to record your thought process and note any issues in the usability of the web-based collection or the new bias motivation categories.

The research team may ask for additional information regarding your responses during the think-aloud portion. You may refuse to answer any questions during the interview and still remain a study participant. The interview itself will be a maximum of one hour. You will be able to take breaks as necessary. You may end the interview at any time without consequences. The research team may stop your participation at any time if they feel it is necessary.

EXPLANATION OF POTENTIAL BENEFITS

You will not be paid if you decide to participate. Your participation may aid in the further development of the Hate Crime Data Collection, which may benefit others in the law enforcement community, victim advocacy groups, and the general public. The information gathered will help understand the characteristics of hate crimes that come to the attention of law enforcement.

EXPLANATION OF POTENTIAL RISKS

No risks or discomforts are anticipated from taking part in this study. If you feel uncomfortable with a question, you can skip that question or withdraw from the study altogether. If you decide to quit at any time before you have finished the questionnaire, your answers will NOT be recorded. The information gathered during the course of the study will not be communicated to your employer without permission, and therefore should not result in any punitive action. As with any research, a minimal risk to confidentiality exists. Precautions taken by the research team to ensure confidentiality is maintained are discussed below.

PROTECTING YOUR INFORMATION

The CSMU research team will make every attempt to ensure any information that is obtained about you in connection with this study, and that can be identified with you will remain confidential and will be disclosed only with your permission or as required by law. Only the research team will have access to your personally identifiable information and the materials will remain locked when not being analyzed. The questionnaire used during your participation and any other information gathered for the study will be the property of the FBI. We may also provide selected data that cannot identify you individually to the United States Department of Justice and to other entities both inside and outside the federal government for analysis.

CONTACT INFORMATION

If you have questions or concerns about this research project, you may contact the researcher(s) whose name and telephone number appears on your copy of this form.

Participant Signature

Print Name

Witness: _____

Signature

Interviewers: _____

Name, Division and Phone Number

Name, Division and Phone Number

Date: _____