

This report is authorized by Title 28, Section 534, U.S. Code, and the Hate Crime Statistics Act of 1990. Even though you are not required to respond, your cooperation in using this form to report hate crimes known to law enforcement during the quarter will assist the FBI in compiling timely, comprehensive, and accurate data regarding the incidence and prevalence of hate crime throughout the nation. Please submit this report monthly, by the 15th day after the close of each month, and any questions to the FBI, Criminal Justice Information Services Division, Attention: Uniform Crime Reports/Module E-3, 1000 Custer Hollow Road, Clarksburg, West Virginia 26306; telephone 304-625-4830, facsimile 304-625-3566. Under the Paperwork Reduction Act, you are not required to complete this form unless it contains a valid Office of Management and Budget (OMB) control number. The form takes approximately 7 minutes to complete. Instructions for preparing the form appear below.

## GENERAL

This report is separate from and in addition to the traditional Summary Reporting System submission. In hate crime reporting, there is no Hierarchy Rule. Offense data (not just arrest data) for Intimidation and Destruction/Damage/Vandalism of Property should be reported. On this form, all reportable bias motivated offenses should be included regardless of whether arrests have taken place. Please refer to the publication *Hate Crime Data Collection Guidelines and Training Manual* for additional information.

## HATE CRIME INCIDENT REPORT

The Incident Report should be used to report a bias motivated incident or to adjust information in a previously reported incident.

### Instructions for preparing the Hate Crime Incident Report

#### Administrative Information

**Report Type: (Required)** Indicate the type of report as Initial or Adjustment.

**Initial-**To report a hate crime incident.

(Note: This will delete the information already on file and insert the information provided in this report.)

**ORI Number: (Required)** Enter the nine-character Originating Agency Identifier assigned to your agency.

Provide the date of the hate crime incident in the format of MMDDYYYY

**Incident Number: (Required for Initial or Adjustment Reports)**

Provide an identifying incident number, preferably your case or file number.

The number can be up to 12 characters in length.

Valid characters include: A through Z, 0 through 9, hyphens, and/or blanks.

**Page  of  of same incident:** If additional Incident Reports are used, make an appropriate entry into this portion.

The sections highlighted in light yellow are fillable fields. All fields for Offenses #2 - #5 are currently locked. As the fields for Offense #1 are selected, the subsequent fields will unlock and the corresponding fillable fields will be highlighted in yellow.

The boxes displaying a drop-down arrow are selectable fields.

The boxes containing the toggle buttons are referred to as list boxes.

Initial

Adjustment

ORI

Date of Incident  /  /   
Month Day Year

**Incident No.**  **Page**  **of**  **of Same Incident**

**Offense Information**

**Offense Code:** Select up to five offense codes from the selectable fields provided below for each bias motivated offense.

**Number of Victims:** Enter the number of victims for each bias motivated offense.

The fillable fields allow for up to a three-digit number to be entered.

Number of victims are inclusive of Individual, Business, Financial Institution, Government, Religious Organization, Other, and Unknown.

|            | Offense Code         | NUMBER<br>of<br>Victims |
|------------|----------------------|-------------------------|
| Offense #1 | <input type="text"/> | <input type="text"/>    |
| Offense #2 | <input type="text"/> | <input type="text"/>    |
| Offense #3 | <input type="text"/> | <input type="text"/>    |
| Offense #4 | <input type="text"/> | <input type="text"/>    |
| Offense #5 | <input type="text"/> | <input type="text"/>    |

**Location Information**

**Offense Location Codes:** Select one location code for Offense #1 from the selectable field provided below.

Select an additional location code from the selectable fields below for each additional offense that has a different location than Offense #1.

|            | Location Code        |
|------------|----------------------|
| Offense #1 | <input type="text"/> |
| Offense #2 | <input type="text"/> |
| Offense #3 | <input type="text"/> |
| Offense #4 | <input type="text"/> |
| Offense #5 | <input type="text"/> |

## Bias Motivation Information

**Bias Motivation Codes:** Select up to five bias motivations for Offense #1 from the list box provided below.

Using the toggle buttons located between each set of boxes, move the selected biases in the left-hand list box to the box on the right.

Select up to five bias motivations from the list boxes for Offenses #2 - #5 having different bias motivation(s) than Offense #1. The "Group" bias motivation categories, e.g., Multiple Races-Group; Multiple Religions-Group; and Lesbian, Gay, Bisexual, and Transgender-Mixed Group, can be selected when the incident involves a group of victims, not individual victims.

To view the bias motivation definitions, click on the question marks provided below. To collapse the box, click on another question mark, or click inside the box.

|            | Select up to 5 bias motivations per offense |          | Selected bias motivations |
|------------|---|----------|---------------------------|
| Offense #1 | <input type="text"/>                        | >><br><< | <input type="text"/>      |
| Offense #2 | <input type="text"/>                        | >><br><< | <input type="text"/>      |
| Offense #3 | <input type="text"/>                        | >><br><< | <input type="text"/>      |
| Offense #4 | <input type="text"/>                        | >><br><< | <input type="text"/>      |
| Offense #5 | <input type="text"/>                        | >><br><< | <input type="text"/>      |

### Race

- 11 Anti-White
- 12 Anti-Black or African American
- 13 Anti-American Indian or Alaska Native
- 14 Anti-Asian
- 15 Anti-Multiple Races-Group
- 16 Anti-Native Hawaiian or Other Pacific Islander

### Ethnicity

- 31 Anti-Arab
- 32 Anti-Hispanic or Latino
- 33 Anti-Not Hispanic or Latino

### Religion

- 21 Anti-Jewish
- 22 Anti-Catholic
- 23 Anti-Protestant
- 24 Anti-Islamic (Muslim)
- 25 Anti-Other Religion
- 26 Anti-Multiple Religions-Group
- 27 Anti-Atheism/Agnosticism
- 28 Anti-Jehovah's Witness
- 29 Anti-Mormon
- 81 Anti-Eastern Orthodox (Russian, Greek, Other)

### Sexual Orientation

- 41 Anti-Gay (Male)
- 42 Anti-Lesbian
- 43 Anti-Lesbian, Gay, Bisexual, or Transgender (Mixed Group)
- 44 Anti-Heterosexual
- 45 Anti-Bisexual

### Disability

- 51 Anti-Physical Disability
- 52 Anti-Mental Disability

### Gender

- 61 Anti-Male
- 62 Anti-Female

### Gender Identity

- 71 Anti-Transgender
- 72 Anti-Gender Non-Conforming

82 Anti-Other Christian

83 Anti-Buddhist

84 Anti-Hindu

85 Anti-Sikh

## Victim Information

Select all applicable victim types for each reported offense from the list boxes provided below.

Using the toggle buttons located between each set of boxes, move the selected victim types from the left-hand list box to the box on the right.

|                   | Select the applicable victim types |          | Selected victim types |
|-------------------|------------------------------------|----------|-----------------------|
| <b>Offense #1</b> | <input type="text"/>               | >><br><< | <input type="text"/>  |
| <b>Offense #2</b> | <input type="text"/>               | >><br><< | <input type="text"/>  |
| <b>Offense #3</b> | <input type="text"/>               | >><br><< | <input type="text"/>  |
| <b>Offense #4</b> | <input type="text"/>               | >><br><< | <input type="text"/>  |
| <b>Offense #5</b> | <input type="text"/>               | >><br><< | <input type="text"/>  |

**\*Number of Victims:** When the victim type is individual, enter the total number of individuals (persons) who were victims in the incident.

Enter the total number of individuals (persons) who were victims in the incident that are 18 and over.

Enter the total number of individuals (persons) who were victims in the incident that are under the age of 18.

Each fillable field allows for a three-digit number to be entered.

Total number of victims.

Total number of victims 18 and over.

Total number of victims under 18.

## Offender Information

**Number of Offenders:** Enter the total number of individuals (persons) who were offenders in the incident.

Enter the total number of individuals (persons) who were offenders in the incident that were 18 and over.

Enter the total number of individuals (persons) who were offenders in the incident that were under the age of 18.

If any of these three fields are unknown, enter 00 in the corresponding two-digit field.

Incidents involving multiple offenders must not be coded as Unknown Offender.

Indicate an Unknown Offender when nothing is known about the offender including the offender's race or ethnicity.

When the Race or Ethnicity of Offender(s) has been identified, indicate at least one offender.

Each fillable field allows for a two-digit number to be entered.

Total number of offenders. If unknown, enter 00.

Total number of offenders 18 and over. If unknown, enter 00.

Total number of offenders under 18. If unknown, enter 00.

## Race and Ethnicity of Offender or Offender Group

If there was more than one offender, provide the race of the group as a whole.

If the offenders within the incident are determined to be from more than one racial group, the "Group of Multiple Races" option should be selected.

If the number of offenders is entered as Unknown Offender, then the offender's race must also be indicated as Unknown.

Race

If there is more than one offender, provide the ethnicity of the group as a whole.

If the offenders within the incident are determined to be from more than one ethnic group, the "Group of Multiple Ethnicities" option should be selected.

If the number of offenders is entered as Unknown Offender, then the offender's ethnicity must be indicated as Unknown.

Ethnicity

## DEFINITIONS FOR HATE CRIME DATA COLLECTION

To ensure uniformity in reporting nationwide hate crime statistics, the following definitions have been adopted for use in hate crime reporting:

**Bias Crime:** A committed criminal offense that is motivated, in whole or in part, by the offender's bias(es) against a race, religion, disability, sexual orientation, ethnicity, gender, or gender identity; also known as Hate Crime.

**Note:** Even if the offender was mistaken in his or her perception that the victim was a member of the group he or she was acting against, the offense is still a bias crime because the offender was motivated by bias against the group.

**Bias:** A preformed negative opinion or attitude toward a person or group of persons based on their race, religion, disability, sexual orientation, ethnicity, gender, or gender identity.

**Racial Bias:** A preformed negative opinion or attitude toward a person or group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair, facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, Blacks or African Americans, Whites.

**American Indian or Alaska Native:** A person having origins in any of the original peoples of North or South (including Central America), and who maintains tribal affiliation or community attachment.

**Asian:** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

**Black or African American:** A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black or African American."

**Multiple Races-Group:** A group of persons having origins from multiple racial categories.

**Native Hawaiian or Other Pacific Islander:** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

**White:** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

**Ethnicity Bias:** A preformed negative opinion or attitude toward a person or group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term *race* in that "race" refers to grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.

**Arab:** A person having origins, and/or ancestry, in any of the Arabic speaking peoples of Lebanon, Syria, Palestine, Jordan, Iraq, Saudi Arabia, Yemen, Oman, United Arab Emirates, Qatar, Bahrain, Kuwait, Egypt, Libya, Tunisia, Comoros, Algeria, Morocco, Sudan, Djibouti, Mauritania, and Samalia.

**Hispanic or Latino:** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term, "Spanish origin," can be used in addition to "Hispanic or Latino."

**Not Hispanic or Latino:** A person not of "Spanish origin."

**Religious Bias:** A preformed negative opinion or attitude toward a person or group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, Atheists.

**Note:** The following list of religions represents the major religions in the United States. Neither this list of religions nor definitions provided are all-inclusive. A general explanation is provided for each religion.

**Buddhist:** A person who follows the world religion founded by Siddhartha Gautama, the Buddha, or Enlightened One, in India; teaches about *reincarnation* and freedom from worldly attachments; believe that to end suffering, one must follow the Four Noble Truths and the Eightfold Path in order to reach *nirvana*.

**Catholic:** A person who follows the monotheistic religion of Catholic Christianity founded by Jesus Christ. Catholics believe in the Trinity, revere the Virgin Mary and saints, follow the teachings of the Bible, place great importance on church traditions, and require celibacy of those in the priesthood. Catholicism follows a hierarchy of deacons, priests, bishops/archbishops, and Cardinals, with the Pope being the head of the church.



**Eastern Orthodox (Russian, Greek, Other):** A person who follows the monotheistic religion of the Eastern Christian Church founded by Jesus Christ. Orthodox churches follow the teachings of the Bible and church traditions. Orthodox churches believe the Holy Spirit proceeds from the Father alone. The Patriarch of Constantinople is the head of the church and is governed by the Seven Ecumenical Councils. The Orthodox churches split from the Roman Catholic Church over the issue of papal authority and the belief of the Trinity.

**Hindu:** A person who follows the religious traditions of Hinduism which includes acceptance of the sanctity of the Vedas (sacred texts); the understanding of one Divine Reality manifested in multiple forms; acceptance of the laws of karma, reincarnation, and the ultimate spiritual goal of enlightenment.

**Islamic (Muslim):** A person who follows the monotheistic religion of the Muslims, founded by the Prophet Muhammad. Muslims follow the teachings of the Koran and practice the Five Pillars of Islam: praying, fasting during Ramadan, almsgiving, pilgrimage, and declaration of faith.

**Jehovah's Witness:** A person who follows the religion founded by Charles Taze Russell. Members witness by distributing literature and by personal evangelism to beliefs in the theocratic rule of God, the sinfulness of religions and governments, and an imminent millennium. Jehovah's Witnesses reject the belief of the Trinity and convert every member into a Witness. Jehovah's Witnesses are governed by the Watchtower Society who makes all major decisions, interprets the Bible, and counsels witnesses using Watchtower materials.

**Jewish (Judaism):** A person who follows the religion founded by Abraham of the ancient Hebrews and characterized by belief in one transcendent God, who has revealed himself to Abraham, Moses, and the Hebrew prophets, and by a religious life in accordance with Scriptures, the Torah, and rabbinic traditions. Jews anticipate the coming of the Messiah (person of God) who will unite the world and bring peace to humanity.

**Mormon:** A person who follows the religion founded by Joseph Smith; also referred to as Church of Jesus Christ of Latter-day Saints. Mormons follow the teachings from the Book of Mormon, the Bible, Doctrines and Covenant, the Pearl of Great Price. Mormonism is characterized by a unique understanding of the Godhead, emphasis on family life, belief in the continuing revelation, desire for order, respect for authority, and missionary work. The governing bodies of Mormonism include: the First Presidency (church president and two councilors), the Council of the Twelve Apostles, the First Quorum of Seventy, a Bishop, and two councilors.

**Multiple Religions-Group:** A group of persons having religious beliefs from multiple religions.

**Other Christian:** A person who follows nondenominational religions based on the life and teachings of Jesus Christ. Examples of these religions include Metaphysical-Christ Church Unity, Spiritualist, Unity/Unitarianist, Unity Church, Universalist, and Other Metaphysical.

**Other Religions:** A person who follows other non Christian religions, e.g., the Baha'l Faith, Jainism, Shintoism, Taoism, Tenrikyo, Wicca, and Zoroastrainism.

**Protestant:** A person who follows the monotheistic religion of Christianity founded by Jesus Christ. Members affirm the Reformation principles of justification by faith alone, the priesthood of all believers, and the primacy of the Bible as the only source of revealed truth. Protestant denominations deny the universal authority of the Pope and are governed by federated councils on the local, national, and international levels. Protestant denominations include but are not limited to Amish, Assembly of God, Baptist, Church of Christ, Church of God, Episcopalian, Methodist, Lutheran, Presbyterian, Quaker, and Seventh-day Adventist.

**Sikh:** A person who follows the monotheistic religion founded by Guru Nanak in the Punjab region of South Asia. Sikhs follow the teachings of 10 gurus; study from the religion's primary sacred text, the Adi Granth; and worship in temples called Gurdwaras. Observant Sikhs may be distinguished by the *dastarr* (turban - men) or *bana* (women) and five religious articles: *kesh* (unshorn hair, including a beard), *kanga* (wooden comb), *kara* (steel bracelet), *kachera* (short trousers), and *kirpan* (religious sword).

**Atheist:** A person who does not believe in the existence of God or gods. **Agnostic:** A person who believes that the existence or nature of God cannot be proven; the concept of agnosticism was founded by Thomas Huxley.

**Sexual Orientation Bias:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived sexual orientation.

**Bisexual:** A person who is physically, romantically, and/or emotionally attracted to people of both the same and opposite sex.

**Gay (Male):** A male who is physically, romantically, and/or emotionally attracted to other men.

**Note:** Generally this word is used to refer to gay men, but may also be used to describe women. For FBI UCR Program purposes, if reporting an anti-gay bias, the victim should be a male.

**Heterosexual:** A person who is physically, romantically, and/or emotionally attracted to people of the opposite sex.

**Lesbian:** A female who is physically, romantically, and/or emotionally attracted to other women.

**Lesbian, Gay, Bisexual, or Transgender (Mixed Group):** Refers to a group of people or community organizations that serve lesbian, gay, bisexual, transgender, and allied people.

**Disability Bias:** A preformed negative opinion or attitude toward a person or group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital, or acquired by heredity, accident, injury, advanced age, or illness.

**Mental Disability:** A person who has a mental or psychological disorder such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities.

**Physical Disability:** A person who has a *physical impairment*; any physiological disorder or condition, cosmetic disfiguration, or anatomical loss affecting one or more of the following body systems: neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genitourinary, hemic and lymphatic, skin, and endocrine.

**Gender Bias:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

**Female:** A person of the sex that bear offspring or produce eggs.

**Male:** A person of the sex that can beget offspring by fertilization or insemination.

**Gender Identity Bias:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

**Gender Non-Conforming:** A person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup.

**Note:** A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.

**Transgender:** A person who identifies as a different gender from their gender as assigned at birth.

**Note:** The person may also identify himself or herself as "transsexual."

**Note:** A transgender person may express their gender identity through gender characteristics, such as clothing, hair, voice, mannerisms, or behaviors that do not conform to the gender-based expectations of society.

**Note:** A transgender person may outwardly express his or her gender identity all of the time, part of the time, or none of the time; a transgender person may decide to change his or her body to medically conform to his or her gender identity.