**SUPPORTING STATEMENT**

**1110-0005**

***Age, Sex, Race, and Ethnicity of Persons Arrested Under 18 Years of Age; and***

***Age, Sex Race, and Ethnicity of Persons Arrested 18 Years of Age and Over***

1. Justification
2. Necessity of Information Collection

Under the authority of Title 28, U.S. Code, Section 534, *Acquisition, Preservation, and Exchange of Identification Records; Appointment of Officials,* June 11, 1930, the Federal Bureau of Investigation (FBI) was designated by the Attorney General to acquire, collect, classify, and preserve national arrest data from local, state, tribal, and federal law enforcement agencies (LEAs) throughout the country as part of the Uniform Crime Reports in order to generate reliable information on adult and juvenile arrest counts.

Form 1-708a and 1-708, *Age, Sex, Race, and Ethnicity of Persons Arrested Under 18 Years of Age (Juvenile ASRE);* and *Age, Sex, Race, and Ethnicity of Persons Arrested 18 Years of Age and Over (Adult ASRE)*, provides for the national Uniform Crime Reporting (UCR) Program a record of the total number of persons arrested, cited, or summoned for criminal acts in all of the Part I and Part II crime classes and furnishes the age, sex, race, and ethnicity characteristics of persons arrested.

This information collection is necessary for the FBI to maintain a database and serve as the national clearing house for the collection and dissemination of arrests and to ensure publication in *Crime in the United States (CIUS).*

1. Needs and Uses

The Microsoft Excel Summary Workbook and the ASRE Flat File Data Specification are needed to provide LEAs a mechanism to submit arrest data to the FBI. Arrest data serve as a valuable resource to city, county, state, tribal and federal LEAs, as well as by Academia, other government agencies, media and the public. Dissemination of the arrest data are provided in the annual publication *CIUS* or when requested. These arrest data are of invaluable use for research and statistical analysis. Examples of other agencies’ uses are:

1. The FBI serves as the national clearing house for storage of all arrest statistics; therefore, these data are available upon request to any requester. During 2015, the FBI UCR Program received 169 requests for ASRE data.
2. Law enforcement uses the UCR Program’s data for administration, operation, management, and to determine effectiveness and placement of task forces.
3. Juvenile justice systems throughout the United States (U.S.) request Arrest by Age, Sex, Race, and Ethnicity Master Files in an effort to determine what varying laws, restrictions, and arrest practices have on arrest rates and the involvement of juveniles in crime. Since the definition of juvenile varies from state-to-state, it is necessary to have age specific information.
4. Annual UCR Program’s data are provided to the Inter-University Consortium for Political and Social Research. This central repository serves as a single facility from which colleges/universities can obtain social science data. The ICPSR website currently stores 35 years of UCR ASR data. These reports provide data on 43 offenses, including violent crime, drug use, gambling, and larceny. Each report contains offense records by reporting agency containing the counts of arrests by age, sex, and race for a particular offense.

1. Use of Information Technology

All FBI UCR Program participants submit their arrests by age, sex, race, and ethnicity crime data electronically. The FBI provides three different electronic options for UCR Program participants to submit arson data: Extensible Markup Language (XML), Flat File Data Specification and the FBI– Provided Microsoft Excel Summary Workbook.

The XML interface specification complies with the National Information Exchange Model (NEIM) and Logical Entity Exchange Specifications (LEXS), which are both data standards for information exchange. The Flat File Data Specification are submitted as a standard ASCII text file. Finally, the FBI–Provided Microsoft Excel Summary Workbook allows agencies to submit data via an Excel Workbook that is translated into a standard format for processing the data into the new UCR System. These electronic submissions are currently received from state UCR programs and individual law enforcement agencies via e-mail at <ucrstat@leo.gov>.

The collection of UCR crime data begins at the local agency level when the law enforcement officers submit administrative and operational data to record management personnel from hardcopy or electronic incident reports. The local agency record managers then compile the crime data and submit it to their state UCR programs. Many state UCR programs have a centralized repository and have established electronic communications with the LEAs throughout their state, as well as the national UCR Program. This link allows for information technology interaction within the required electronic data submission formats.

1. Efforts to Identify Duplication

This information collection was authorized in direct response to the enactment of Title 28, Section 534, *Acquisition, and Exchange of Identification Records; Appointment of Officials,* June 11, 1930. Currently, the FBI is the only agency collecting extensive data on persons arrested in the U.S.

1. Minimizing Burden on Small Businesses

This information will have no significant impact on small businesses. The law enforcement community requested that crime statistics be collected on a monthly basis since police records are run on a calendar month, however, the FBI minimizes burden on small LEAs by allowing them to submit quarterly, twice a year, or once a year. Although monthly is recommended, upon approval by the FBI UCR Program, agencies can submit data at intervals that minimizes the burdens of the agency.

1. Consequences of Not Conducting or Less Frequent Collection

LEAs use UCR data to track crime, task force placement, staffing levels, and officer placement. The UCR data is used for administration, operation, management, and to determine effectiveness of task forces. Agencies will justify staffing levels and officer counts compared to other LEAs in order to receive additional staffing levels or equipment. Some agencies use other agencies’ crime statistics and staffing levels to justify their own crime statistics and staffing levels in order to obtain funding.

With the increasing demand for timelier data, the FBI UCR Program has established a task force comprised of the Association of State Uniform Crime Reporting representatives and the FBI CJIS Division’s Crime Statistics Management Unit. The task force convened to discuss risks, issues, and options that are currently available for reporting timely data and will be providing recommendations for receiving timelier crime data in the near future.

1. Special Circumstances

ASRE data are collected/received from the FBI UCR Program participants on a monthly basis. Monthly reports/submissions should be received at the FBI by the seventh day after the close of each month. Annual deadlines are designated in order to collect/assess receipt of monthly submissions. There are times when special circumstances may cause an agency to request an extension. The FBI’s UCR Program has the authority to grant these extensions.

1. Public Comments and Consultations

The 60 and 30 day notices have been submitted and published in the Federal Register with no public comments received.

1. Provision of Payments or Gifts to Respondents

The FBI’s UCR Program does not provide any payment of gift to respondents.

1. Assurance of Confidentiality

This information collection does not contain personally identifiable information that may reveal the identity of an individual. The data is obtained from public agencies and are, therefore, available in the public domain. The FBI UCR Program does not assure confidentiality.

1. Justification for Sensitive Questions

The information collection does not seek information of a sensitive nature.

1. Estimate of Respondent’s Burden

The estimated hour burden on the respondent for this data collection is as follows:

Number of respondents: 9,432 Summary Reporting System (SRS) respondents

Number of non-respondents: 1,071 - All

674–ASRE Only

Frequency of responses: Monthly – 1-708

Monthly – 1-708a

Total annual responses: 217,860

Minutes per response: 12 minutes – 1-708a

15 minutes – 1-708

Annual hour burden: 49,019 hours

State Program and Local LEA Outreach:

Number of respondents: 100

Frequency of responses: Varies

Minutes per response: 180

Annual hour burden: 300 hours

Total Annual Burden: 49,319

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| --- | --- | --- | --- | --- | --- |
|  | **SRS** | | | |  |
| **Number of months submitted** | **Number of Agencies** | **Number of Responses** | **1-708a– 12 Minute Burden** | **I-708 – 15 Minute Burden** | **Totals** |
| 1 month | 51 | 51 | 612 | 765 | 1,377 |
| 2 months | 57 | 114 | 1,368 | 1,710 | 3,078 |
| 3 months | 69 | 207 | 2,484 | 3,105 | 5,589 |
| 4 months | 58 | 232 | 2,784 | 3,480 | 6,264 |
| 5 months | 52 | 260 | 3,120 | 3,900 | 7,020 |
| 6 months | 59 | 354 | 4,248 | 5,310 | 9,558 |
| 7 months | 70 | 490 | 5,880 | 7,350 | 13,230 |
| 8 months | 71 | 568 | 6,816 | 8,520 | 15,336 |
| 9 months | 77 | 693 | 8,316 | 10,395 | 18,711 |
| 10 months | 110 | 1,100 | 13,200 | 16,500 | 29,700 |
| 11 months | 235 | 2,585 | 31,020 | 38,775 | 69,795 |
| 12 months | 8,523 | 102,276 | 1,227,312 | 1,534,140 | 2,761,452 |
| Non-responsive |  |  |  |  | 1,685–All  674–ASRE Only |
| Total Agencies | 9,432 |  |  |  | 9,432 |
| Annual Responses |  | 217,860 |  |  | 217,860 |
| Form Completion Hr Burden |  |  | 2,941,110 minutes |  | 49,019 hours |

The FBI UCR Program frequently has operational and administrative questions for the state program managers and local LEAs. In order for the FBI to conduct this outreach with a larger universe of contributors, the UCR Program is including additional 300 burden hours to this information collection request.

1. Estimate of Cost Burden

There are no direct costs to law enforcement to participate in the FBI UCR Program other than their time to respond. With the renewal of this collection, respondents are not expected to incur any capital, start-up, or system maintenance costs associated with this information collection. Costs to agency Records Management System are very difficult to obtain. Vendors do not divulge costs due to the fact that vendors charge differently from agency to agency, many costs may be built into the vendors contracts. Depending on the vendor contracts, changes mandated by law are included within the original contract with no other addition costs. However, an estimate has been projected that agencies pay a $107,000 maintenance fee every year for system maintenance costs.

1. Cost to Federal Government

The following is a cost module provided by the FBI Criminal Justice Information Services (CJIS) Division, Resource Management Section, Fee Programs Unit, for the entire FBI UCR Program. These are projections based upon prior collection activity, as well as activities anticipated over the next three years for both the National Incident-Based Reporting System (NIBRS) and SRS. The cost module does not separate the costs between the two methods of collecting UCR data.

Data Collection and Processing Costs

Administrative $ 51,366.58

Application for Resources Support $ 33,313.62

Assessments/Analysis – External Customers $ 50,520.46

Budget Activities, Strategic Planning & Program

Control $ 245,155.22

Communication/Reporting $ 132,441.55

Curriculum Design – External Customers $ 98,745.93

Customer Service Group $ 8,610.83

Customer Service Support $ 52,773.95

Data Entry $ 18,476.56

Development, Test, and Integration $ 279,530.52

Editing $ 285,589.82

Human Resource Management $ 172,388.58

Liaison, Correspondence, Data Requests $ 694,243.64

Life Cycle Records Management $ 23,322.74

Manage Congressional Correspondence $ 15,548.49

Manage Freedom of Information Act Requests $ 15,548.49

Marketing $ 23,214.69

Operational Assistance $ 60,685.07

Operations Research and Analysis $ 4,589.31

Perform Strategic Planning $ 28,704.05

Perform Unit Budget Activities $ 13,667.22

Policy, Development, and Program Planning $ 290,486.20

Project and Program Management $ 213,406.96

Provide Technical, Statistical, Mathematical Assistance/

Training $ 3,511.71

Provide Training Instruction – External Customers $ 223,899.58

Request for Information $ 8,748.18

Research and Analysis $ 224,431.85

SENTINEL Management $ 23,322.74

Software Maintenance $ 37,137.98

Source Selection Support $ 6,833.61

Special Interest Research $ 1,529.77

Special Studies Using UCR Data $ 279,492.14

Training/Leadership Development $ 4,680.04

UCR Automation/Development $ 222,424.57

UCR Data Analysis $ 697,374.36

UCR Data Collection $ 235.854.05

UCR Publications/Reports $ 424,671.11

Writing Services/Support $ 206,237.60

**Total Cost to Federal Government $ 5,412.479.77**

1. Reason for Change in Burden

There will be an increase in burden on the individual respondents as a result of including a burden estimate for state program manager and local LEA outreach; however, the overall annual burden hours have decreased. This adjustment, from 62,564 to 49,319 is a decrease of 13,245. This decrease in burden is due to the number of respondent agencies converting from the SRS to the NIBRS.

1. Anticipated Publication Plan and Schedule

Published data are derived from data submissions furnished to the FBI UCR Program from local, county, state, tribal, and federal LEAs throughout the country. Data will be published on an annual basis.

Request missing January-June arrest data August and September, current year

Request missing data from agencies February-March, following year

Deadline to submit data End of March, following year

Data Processing/Analysis July (current year)-April (following year)

Publication data September, following year

1. Display of Expiration Date

All information collected under this clearance will display the OMB Clearance Number and Expiration Date on the Microsoft Excel Summary Workbook.

1. Exception to the Certification Statement

The FBI CJIS Division does not request an exception to the certification of this information collection.