



August 17, 2017

MEMORANDUM

To: Robert Sivinski, OMB
From: Rachel Hansen, NCES
Through: Kashka Kubzdela, NCES
Re: School Survey on Crime and Safety (SSOCS) 2018 and 2020 Incentive and Letters Change Request (OMB# 1850-0761 v.14)

The School Survey on Crime and Safety (SSOCS) is a nationally representative survey of elementary and secondary school principals that serves as the primary source of school-level data on crime and safety in public schools. SSOCS is the only recurring federal survey collecting detailed information on the incidence, frequency, seriousness, and nature of violence affecting students and school personnel from the school's perspective. Data are also collected on frequency and types of disciplinary actions taken for select offenses; perceptions of other disciplinary problems, such as bullying, verbal abuse and disorder in the classroom; the presence and role of school security staff; parent and community involvement; staff training; mental health services available to students; and, school policies and programs concerning crime and safety. Prior administrations of SSOCS were conducted in 2000, 2004, 2006, 2008, 2010, and 2016. The 2018 and 2020 SSOCS full-scale data collections were approved in July 2017 (OMB# 1850-0761 v.12-13). This request is to change the incentive from a prepaid gift card to cash (as shown in the revised Parts A and B, and the letters in Appendix A), and to update the letters and brochure to include findings from the 2016 SSOCS collection (as shown in Appendix A). This request does not involve any changes to the estimated respondent burden or to the cost to the federal government for this study.

The approved versions of Supporting Statement Parts A and B discussed the incentive experiment utilizing a prepaid gift card. However, Census has come across numerous difficulties involving the logistics of the gift cards. To prevent any delays in production, NCES decided to offer the incentive in cash. Supporting Statement Parts A and B have been revised to reflect this change.

Additionally, the approved Part A stated: "once SSOCS:2016 results become available example findings will be added to the communication materials provided in appendix A, and the finalized communication materials will be submitted to OMB for approval as a change request in August, 2017." Updated findings have now been incorporated throughout the letters, emails, and brochure, as shown in the revised *Appendix A - SSOCS 2018 & 2020 Communication Materials*.