Attachment 21 – Completion Thank You Letter

U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Statistics

Washington, D.C. 20531

DATE

Mr. John Doe, Director of Administrative Services
State Department of Corrections
123 Government Court
City, State 12345

Dear Mr. John Doe,

On behalf of the Bureau of Justice Statistics (BJS) and RTI International (RTI), I would like to thank you for your participation in the 2017 Annual Surveys of Probation and Parole. I truly appreciate your support and effort in completing the surveys, as they are vital to the success of this national collection. These data are useful to justify budgets and track changes and outcomes of your and other jurisdictions' populations.

This letter confirms that we have processed your surveys and the data you provided are ready for inclusion in our analysis file. We anticipate that the bulletin, *Probation and Parole in the United States, 2017*, will be published in the fourth quarter of 2018. For the most recent probation and parole data available, see *Probation and Parole in the United States, 2016* on the BJS website at http://bjs.ojp.usdoj.gov/index.cfm?ty=tp&tid=15.

Our project team is already planning changes to the surveys for the next survey year in response to requests we have received from practitioners, policymakers and researchers in the community corrections field. We will contact you this fall and share details about these changes when BJS announces the 2018 collection.

Sincerely,

Chief, Corrections Statistics Unit
Bureau of Justice Statistics

Thank You for Your Support!

- If you have questions or updates to the contact information for your agency, contact the RTI Agency Support Team at (866) 334-4175 or bjs-aps-help@rti.org.
- If you have any general comments, contact Danielle Kaeble, BJS project manager, at (202) 305-2017 or Danielle.Kaeble@usdoj.gov.