

## **List of Attachments**

Attachment A. Sample survey website screenshots

Attachment B. Form CJ-5 for 2020 ASJ

Attachment C. 60-day Federal Register comments

Attachment D. Pre-notification letter

Attachment E. Invitation email

Attachment F. Reminder email 1

Attachment G. Reminder email 2

Attachment H. Reminder letter from BJS Director

## Annual Survey of Jails


The Annual Survey of Jails (ASJ) is a nationally representative survey of county or city jail jurisdictions and regional jails in the country. Started in 1982, the ASJ tracks changes in the number and characteristics of local jail inmates nationwide. It also collects annual data on jail inmate turnover, jail capacity, and space usage by other authorities. About 910 agencies, representing the nation's 2,851 jail jurisdictions, participate in the ASJ each year.

 [Data Archive](#)

 [BJS Reports](#)

### Log In

Username

12345555DC 

Password

..... 

 LOG IN

Test Agency - DC (12345555)

2018

[Enter Data](#)

## Instructions for completion and submission

### FOR EACH ITEM—

- If the answer to a question is “none” or “zero,” write “0” in the space provided.
- When exact numeric answers are not available, provide estimates and mark ( X ) in the checkbox beside each number that is estimated. For example 1234

Please submit your completed form(s) within 30 days of receipt. You may submit information in one of these ways:

ONLINE: Complete this form online at: <https://bjsasj.rti.org>  
EMAIL: [bjsasj@rti.org](mailto:bjsasj@rti.org)  
FAX (TOLL-FREE): 1-866-800-9179

MAIL: RTI International, Attn: Data Capture  
Project Number: 0215015.001.300.018.102  
5265 Capital Boulevard  
Raleigh, NC 27690-1652

If you need assistance, contact Bryan Rhodes of RTI International toll-free at 1-866-354-4992 or [bjsasj@rti.org](mailto:bjsasj@rti.org).

## What to include and exclude in this data collection

### INCLUDE—

- ✓ Confinement facilities usually administered by a local law enforcement agency, intended for adults but sometimes holding juveniles
- ✓ All jails and city/county correctional centers that hold inmates beyond arraignment. Report data on all inmates, including those held in separate holding or lockup areas within your facilities.
- ✓ Special jail facilities (e.g., medical/treatment/release centers, halfway houses, and work farms).
- ✓ Temporary holding or lockup facilities if they are part of your combined function.
- ✓ Inmates held for other jurisdictions, including federal authorities, state prison authorities, American Indian or Alaska Native tribal governments, and other local jail jurisdictions.

### EXCLUDE—

- ✗ Facilities that are exclusively used as temporary holding or lockup facilities, where inmates are generally held for less than 72 hours and not held beyond arraignment.
- ✗ Privately operated jails and facilities operated by two or more jurisdictions (i.e., multi-jurisdictional facilities). These jails will be contacted directly for this data collection.

## Form Completed By—

Name

Title

Official Address

Telephone

City

Fax

State

Zip

Email

Save

Close Form Completed By

 Instructions and Burden

1. On June 29, 2018, how many persons under the supervision of your jail jurisdiction were—

a. **CONFINED** in your jail facilities?

INCLUDE—

- ✓ Persons on transfer to treatment facilities but who remain under your jurisdiction
- ✓ Persons held for other jurisdictions
- ✓ Persons in community-based programs (e.g., work release, day release, or drug/alcohol treatment) who return to jail at night
- ✓ Persons out to court while under your jurisdiction.

1. On June 29, 2018, how many persons under the supervision of your jail jurisdiction were—

a. **CONFINED** in your jail facilities?

INCLUDE—

- ✓ Persons on transfer to treatment facilities but who remain under your jurisdiction
- ✓ Persons held for other jurisdictions
- ✓ Persons in community-based programs (e.g., work release, day release, or drug/alcohol treatment) who return to jail at night
- ✓ Persons out to court while under your jurisdiction.

EXCLUDE—

- × Persons under your jurisdiction who are boarded elsewhere
- × Inmates who are AWOL, escaped, or on long-term transfer to other jurisdictions
- × Persons in community-based programs run by your jails (e.g., electronic monitoring, house arrest, community service, day reporting, or work programs) who do NOT return to jail at night.

b. **Under jail supervision, but NOT CONFINED?**

INCLUDE—

- ✓ Persons in community-based programs run by your jail jurisdiction (e.g., electronic monitoring, house arrest, community service, day reporting, or work programs) who do NOT return to jail at night.

EXCLUDE—

- × Persons on pretrial release who are not in a community-based program run by your jail jurisdiction
- × Persons under the supervision of probation, parole, or other agencies
- × Inmates on weekend programs that allow offenders to serve their sentences of confinement only on weekends (e.g., Friday–Sunday)
- × Inmates participating in community-based programs (e.g., work release, day release, or drug/alcohol treatment) who return to jail at night.

c. **TOTAL** (Sum of items 1a and 1b)

Save and Continue

3. Of all the persons CONFINED in your jail facilities on June 29, 2018 (as reported in item 1a), how many were not U.S. citizens?

Non-U.S. Citizens



Back

Save and Continue



# 2020 ANNUAL SURVEY OF JAILS

U.S. DEPARTMENT OF JUSTICE  
BUREAU OF JUSTICE STATISTICS  
AND ACTING AS COLLECTION AGENT  
RTI INTERNATIONAL

**Agency/Jail Name:**

**Point of Contact at Agency:**

*Title*

*First Name*

*Last Name*

**Official Address:**

*Street or P.O. Box*

*City*

*State*

*Zip*

**Phone:**

*Area Code*

*Number*

*Extension*

**Email:**

## General Information

- **IMPORTANT:** Please use this form as a reference and submit your data at <https://bjsasj.rti.org>.
- If you are unable to submit data online, please return your completed form to us by email ([bjsasj@rti.org](mailto:bjsasj@rti.org)), fax (1-866-800-9179), or mail (RTI International, Attn: Data Capture, Annual Survey of Jails (0216663), 5265 Capital Boulevard, Raleigh, NC 27690-1652).
- For assistance, please contact RTI International at 1-866-354-4992 or [bjsasj@rti.org](mailto:bjsasj@rti.org).

### Facilities to include in this collection

Please include all confinement facilities administered by a local or regional law enforcement agency. The facilities are intended for adults but sometimes hold juveniles.

#### INCLUDE—

- ✓ Jails and city/county or regional correctional centers.
- ✓ Special jail facilities operated under the authority of local or regional correctional authorities, including medical, treatment, or release centers; halfway houses; work farms; and private facilities operated under contract to local, regional, or federal correctional authorities.
- ✓ Temporary holding or lockup facilities if they are a part of your combined jail function.

#### EXCLUDE—

- ✓ Temporary holding or lockup facilities, from which inmates are usually transferred within 72 hours and not held beyond arraignment. If your *only* function is to hold inmates temporarily, please contact us.

### Reporting instructions

Most jails operate a single facility, but some jails operate multiple facilities. Please complete this CJ-5 form on information pertaining to *all* facilities under your jail jurisdiction.

- ✓ If the answer to a question is “not available” or “unknown,” write “DK” in the space provided.
- ✓ If the answer to a question is “not applicable,” write “NA” in the space provided.
- ✓ If the answer to a question is “none” or “zero,” write “0” in the space provided.
- ✓ When exact numeric answers are not available, provide estimates, and mark X in the box beside each number that is estimated, e.g., 1,234 .

### BURDEN STATEMENT

Under the Paperwork Reduction Act, we cannot ask you to respond to a collection of information unless it displays a currently valid OMB control number. The burden of this collection is estimated to average 120 minutes per form, including reviewing instructions, searching existing data sources, gathering necessary data, and completing and reviewing this form. Send comments regarding this burden estimate or any aspect of this survey, including suggestions for reducing this burden, to the Director, Bureau of Justice Statistics, 810 Seventh Street, NW, Washington, DC 20531. Do not send your completed form to this address.



**SECTION I. SUPERVISED POPULATION**

**1. On June 30, 2020, how many persons under the supervision of your jail jurisdiction were—**

<b>a. CONFINED<sup>①</sup> in your jail facilities?</b>	<input type="text"/>	<input type="checkbox"/>
<b>b. Under jail supervision, but NOT CONFINED?<sup>①</sup></b>	<input type="text"/>	<input type="checkbox"/>
<b>c. TOTAL</b> (Sum of items 1a and 1b)	<input type="text"/>	<input type="checkbox"/>

**① Confined population**

**INCLUDE—**

- ✓ *Inmates held for other jurisdictions.*
- ✓ *Persons in community-based programs<sup>①</sup> who RETURN to your jail facilities at night.*
  - ① *Community-based programs include electronic monitoring, home detention, community service, day reporting, other pre-trial supervision, other alternative work programs, alcohol/drug treatment programs, and other programs where offenders are supervised outside of jail.*
- ✓ *Persons on transfer to treatment facilities but who remain under the jurisdiction of your jail facilities.*
- ✓ *Persons out to court while under the jurisdiction of your jail facilities.*

**EXCLUDE—**

- X *Persons under the jurisdiction of your jail facilities who are boarded elsewhere.*
- X *Inmates who are AWOL, have escaped, or are on long-term transfer to other jurisdictions.*
- X *Persons in community-based programs run by your jail who do NOT return to your jail facilities at night.*

**① Supervised, unconfined population**

**INCLUDE—**

- ✓ *Persons in community-based programs run by your jail who do NOT return to your jail facilities at night.*

**EXCLUDE—**

- X *Persons on pre-trial release who are not in a community-based program run by your jail facilities.*
- X *Persons under the supervision of probation, parole, or other agencies.*
- X *Inmates on weekend programs that allow offenders to serve their sentences of confinement only on weekends (e.g., Friday–Sunday).*
- X *Inmates participating in community-based programs who RETURN to your jail facilities at night.*

**2. On the weekend prior to June 30, 2020, did your jail facilities have a weekend program?<sup>①</sup>**

① *Weekend programs allow offenders to serve their sentences of confinement only on weekends (e.g., Friday–Sunday).*

**Yes** —————> **How many inmates participated?**

<input type="text"/>	<input type="checkbox"/>
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**No**

## SECTION II. INMATE COUNTS AND MOVEMENTS OF THE CONFINED POPULATION

**3. On June 30, 2020, how many persons CONFINED in your jail facilities were—**

<b>a. Adult males</b> (age 18 or older)		<input type="checkbox"/>
<b>b. Adult females</b> (age 18 or older)		<input type="checkbox"/>
<b>c. Males age 17 or younger</b>		<input type="checkbox"/>
<b>d. Females age 17 or younger</b>		<input type="checkbox"/>
<b>e. TOTAL</b> (Sum of items 3a to 3d should equal item 1a)		<input type="checkbox"/>

**4. Of all the persons age 17 or younger CONFINED in your jail facilities on June 30, 2020** (sum of items 3c and 3d), **how many were tried or awaiting trial in adult court?**

	<input type="checkbox"/>
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**5. Of all the adults CONFINED in your jail facilities on June 30, 2020** (sum of items 3a and 3b), **how many persons were—**

<b>a. 18-24</b>		<input type="checkbox"/>
<b>b. 25-34</b>		<input type="checkbox"/>
<b>c. 35-44</b>		<input type="checkbox"/>
<b>d. 45-54</b>		<input type="checkbox"/>
<b>e. 55-64</b>		<input type="checkbox"/>
<b>f. 65 or older</b>		<input type="checkbox"/>
<b>g. TOTAL</b> (Sum of items 5a to 5f should equal the sum of items 3a and 3b)		<input type="checkbox"/>

**6. On June 30, 2020, how many persons CONFINED in your jail facilities were—**

<b>a. White</b> (not of Hispanic origin)	<input type="text"/>	<input type="checkbox"/>
<b>b. Black or African American</b> (not of Hispanic origin)	<input type="text"/>	<input type="checkbox"/>
<b>c. Hispanic or Latino</b>	<input type="text"/>	<input type="checkbox"/>
<b>d. American Indian or Alaska Native</b> (not of Hispanic origin)	<input type="text"/>	<input type="checkbox"/>
<b>e. Asian</b> (not of Hispanic origin)	<input type="text"/>	<input type="checkbox"/>
<b>f. Native Hawaiian or Other Pacific Islander</b> (not of Hispanic origin)	<input type="text"/>	<input type="checkbox"/>
<b>g. Two or more races</b> (not of Hispanic origin)	<input type="text"/>	<input type="checkbox"/>
<b>h. Additional categories in your jail information system</b> specify <input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>		
<b>i. Not known</b>	<input type="text"/>	<input type="checkbox"/>
<b>j. TOTAL</b> (Sum of items 6a to 6i should equal item 1a)	<input type="text"/>	<input type="checkbox"/>

**7. On June 30, 2020, how many persons CONFINED in your jail facilities were—**

- ✓ *INCLUDE persons held or awaiting trial for new offenses.*
- ✓ *INCLUDE persons adjudicated or awaiting revocation hearing.*

<b>a. Probation violators</b>	<input type="text"/>	<input type="checkbox"/>
<b>b. Parole violators</b>	<input type="text"/>	<input type="checkbox"/>
<b>c. Pretrial release violators</b> ✓ <i>INCLUDE persons on bail or bond, released to own recognizance, released to the custody of another person, on electronic monitoring or house arrest while awaiting trial or adjudication, and other pretrial release violators.</i>	<input type="text"/>	<input type="checkbox"/>
<b>d. Other conditional release violators</b>	<input type="text"/>	<input type="checkbox"/>
<b>e. TOTAL</b> (Sum of items 7a to 7d)	<input type="text"/>	<input type="checkbox"/>

Questions 8, 9, and 11 ask about the offense seriousness and conviction status of inmates. For inmates with more than one charge/offense, report the most serious charge/offense and the associated conviction status. For probation, parole, and other conditional release violators, report the most serious original or new charge/offense. The most serious charge/offense is the one crime for which the person could receive the longest jail/prison sentence. Alternatively, it can be determined by your jail system's offense severity code.

**8. On June 30, 2020, how many persons CONFINED in your jail facilities, regardless of conviction status, had a charge/offense type of—**

<b>a. Felony</b>	<input type="text"/>	<input type="checkbox"/>
<b>b. Misdemeanor</b>	<input type="text"/>	<input type="checkbox"/>
<b>c. Other charges/offenses</b> specify <input type="text"/>	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>		
<b>d. TOTAL</b> (Sum of items 8a to 8c should equal item 1a)	<input type="text"/>	<input type="checkbox"/>

**9. On June 30, 2020, how many persons CONFINED in your jail facilities were—**

- For persons with more than one charge/offense, report the status associated with the most serious charge/offense.
- For convicted inmates, include probation and parole violators with no new sentence.

<b>a. Convicted</b>	<input type="text"/>	<input type="checkbox"/>
<b>b. Unconvicted</b>	<input type="text"/>	<input type="checkbox"/>
<b>c. TOTAL</b> (Sum of items 9a and 9b should equal item 1a)	<input type="text"/>	<input type="checkbox"/>

**10. On June 30, 2020, how many persons CONFINED in your jail facilities were—**

<b>a. U.S. citizens</b>	<input type="text"/>	<input type="checkbox"/>
<b>b. Not U.S. citizens</b>	<input type="text"/>	<input type="checkbox"/>
<b>c. Of unknown citizenship status</b>	<input type="text"/>	<input type="checkbox"/>
<b>d. TOTAL</b> (Sum of items 10a to 10c should equal item 1a)	<input type="text"/>	<input type="checkbox"/>

**11. On June 30, 2020, how many non-U.S. citizens in item 10b were—**

<b>a. Convicted</b>	<input type="text"/>	<input type="checkbox"/>
<b>b. Unconvicted</b>	<input type="text"/>	<input type="checkbox"/>
<b>c. Of unknown conviction status</b>	<input type="text"/>	<input type="checkbox"/>
<b>d. TOTAL</b> (Sum of items 11a to 11c should equal item 10b)	<input type="text"/>	<input type="checkbox"/>

**12. On June 30, 2020, how many persons CONFINED in your jail facilities were held for—**

- Count persons with multiple holds only once with priority being federal, state, tribal, and local.
- ✓ INCLUDE contractual, temporary, courtesy, or ad hoc holds for other agencies.

**a. Federal authorities**

**(1) U.S. Marshals Service**

	<input type="checkbox"/>
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**(2) Federal Bureau of Prisons**

	<input type="checkbox"/>
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**(3) U.S. Immigration and Customs Enforcement (ICE)**

	<input type="checkbox"/>
--	--------------------------

**(4) Bureau of Indian Affairs (BIA)**

	<input type="checkbox"/>
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X EXCLUDE inmates being housed for tribal governments in item 12c below.

**(5) Other FEDERAL authorities** specify

	<input type="checkbox"/>
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**b. State prison authorities**

**(1) For your state**

	<input type="checkbox"/>
--	--------------------------

**(2) For other states**

	<input type="checkbox"/>
--	--------------------------

**c. American Indian or Alaska Native tribal governments**

X EXCLUDE inmates being housed for the BIA in item 12a4.

	<input type="checkbox"/>
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**d. Other local jail jurisdictions**

EXCLUDE—

X Inmates being housed for your own jail jurisdiction (i.e., your own county/city inmates).

X Inmates being housed for tribal governments in item 12c.

**(1) Within your state**

	<input type="checkbox"/>
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**(2) Outside your state**

	<input type="checkbox"/>
--	--------------------------

**e. TOTAL** (Sum of items 12a to 12d)

	<input type="checkbox"/>
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**13. a. During the 30-day period from June 1 to June 30, 2020, on what day did your jail facilities hold the greatest number of inmates?**

- Peak population should be equal to or greater than the confined inmate population reported in item 1a.

June , 2020

**b. How many persons were CONFINED on that day?**

	<input type="checkbox"/>
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**14. Between July 1, 2019, and June 30, 2020, what was the average daily population<sup>①</sup> (or typical single day count) of all jail confinement facilities operated by your jail jurisdiction?**

✓ *INCLUDE inmates who participated in weekend programs that allow offenders to serve their sentences of confinement only on weekends (e.g., Friday–Sunday).*

<b>a. Males</b>	<input type="text"/>	<input type="checkbox"/>
<b>b. Females</b>	<input type="text"/>	<input type="checkbox"/>
<b>c. TOTAL</b> (Sum of items 14a and 14b)	<input type="text"/>	<input type="checkbox"/>

**① Average daily population**

- *To calculate the average daily population, add the number of persons for each day during the period July 1, 2019, through June 30, 2020, and divide the result by 366.*
- *If daily counts are not available, estimate the average daily population by adding the number of persons held on the same day of each month and divide the result by 12.*
- *If the average daily population cannot be calculated as directed above, estimate the typical number of persons held in your jail facilities each day.*

**15. On June 30, 2020, what was the rated capacity<sup>①</sup> of your jail facilities?**

① *The rated capacity is the maximum number of beds or inmates assigned by a rating official to your jail facilities, excluding separate temporary holding areas.*

<input type="text"/>	<input type="checkbox"/>
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**16. During the 12-month period from July 1, 2019, to June 30, 2020, how many persons under the supervision of your jail facilities were—**

**a. ADMITTED<sup>①</sup> to your jail facilities?**

**b. DISCHARGED<sup>①</sup> from your jail facilities?**

<b>(1) Male</b>	<input type="text"/>	<input type="checkbox"/>	<b>(1) Male</b>	<input type="text"/>	<input type="checkbox"/>
<b>(2) Female</b>	<input type="text"/>	<input type="checkbox"/>	<b>(2) Female</b>	<input type="text"/>	<input type="checkbox"/>
<b>(3) TOTAL</b> (Sum of items 16a1 and 16a2)	<input type="text"/>	<input type="checkbox"/>	<b>(3) TOTAL</b> (Sum of items 16b1 and 16b2)	<input type="text"/>	<input type="checkbox"/>

**① Admissions**

**INCLUDE—**

- ✓ *Persons officially booked into and housed in your jail facilities by a formal legal document and the authority of the courts or some other official agency.*
- ✓ *Repeat offenders booked on new charges.*
- ✓ *Persons serving a weekend sentence coming into jail for the FIRST time only. (Do not count subsequent admissions for the same weekend sentences.)*

**EXCLUDE—**

- X *Returns from escape, work release, medical appointments/treatment facilities, furloughs, bail/bond releases, and court appearances.*

**① Discharges**

**INCLUDE—**

- ✓ *Persons released after a period of confinement (e.g., sentence completion, bail/bond releases, other pre-trial releases, transfers to other jurisdictions, or deaths).*
- ✓ *Persons completing their weekend sentence who are leaving jail for the LAST time.*

**EXCLUDE—**


- X *Temporary discharges (e.g., work releases, medical appointments/treatment, out to courts, furloughs, day reporters, or transfers to other facilities within your jail jurisdiction).*

### SECTION III. POPULATION SUPERVISED IN THE COMMUNITY

If item 1b equals 0 (zero), SKIP to item 18.

**17. On June 30, 2020, how many persons under the supervision of your jail jurisdiction who were NOT CONFINED participated in—**

X EXCLUDE inmates in weekend programs.

<b>a. Electronic monitoring</b>	<input type="text"/>	<input type="checkbox"/>
<b>b. Home detention without electronic monitoring</b>	<input type="text"/>	<input type="checkbox"/>
<b>c. Community service</b>	<input type="text"/>	<input type="checkbox"/>
<b>d. Day reporting</b>	<input type="text"/>	<input type="checkbox"/>
<b>e. Other pretrial supervision</b>	<input type="text"/>	<input type="checkbox"/>
<b>f. Other alternative work programs</b> X EXCLUDE inmates participating in work release programs who return to jail at night.	<input type="text"/>	<input type="checkbox"/>
<b>g. Alcohol/drug treatment programs</b> X EXCLUDE inmates participating in alcohol/drug treatment programs who are confined in jail.	<input type="text"/>	<input type="checkbox"/>
<b>h. Other programs outside of jail facilities</b> specify 	<input type="text"/>	<input type="checkbox"/>
<input type="text"/>		
<b>i. TOTAL</b> (Sum of items 17a to 17h should equal item 1b)	<input type="text"/>	<input type="checkbox"/>

## SECTION IV. FACILITY STAFFING

### 18. On June 30, 2020, how many staff employed in your jail facilities were—

- Count each employee only once. Classify employees with multiple functions by the function performed most frequently.
- ✓ INCLUDE payroll staff, non-payroll staff on the payroll of other government agencies (e.g., health department, school district, or court), and unpaid interns.
- X EXCLUDE staff paid through contractual agreements and community volunteers.

#### a. Correctional officers<sup>①</sup>

#### b. Other staff<sup>①</sup>

<b>(1) Male</b>	<input type="text"/>	<input type="checkbox"/>	<b>(1) Male</b>	<input type="text"/>	<input type="checkbox"/>
<b>(2) Female</b>	<input type="text"/>	<input type="checkbox"/>	<b>(2) Female</b>	<input type="text"/>	<input type="checkbox"/>
<b>(3) TOTAL</b> (Sum of items 18a1 and 18a2)	<input type="text"/>	<input type="checkbox"/>	<b>(3) TOTAL</b> (Sum of items 18b1 and 18b2)	<input type="text"/>	<input type="checkbox"/>
<b>c. TOTAL ALL STAFF</b> (Sum of items 18a3 and 18b3)			<input type="text"/>	<input type="checkbox"/>	

#### ① Correctional officers

- ✓ INCLUDE deputies, monitors, and other custody staff who spend more than 50% of their time with the incarcerated population.

#### ① Other staff

- ✓ INCLUDE administrators, clerical and maintenance staff, educational staff, professional and technical staff, and other staff who spend more than 50% of their time in your jail.



**SECTION V. SPECIAL ADDENDUM ON CORONAVIRUS (COVID-19)**

**19. Between January 2020 and May 2020, how many persons were CONFINED in your jail facilities on the last weekday of each month—**

	<b>Number of inmates</b>	
<b>a. January 31, 2020</b>		<input type="checkbox"/>
<b>b. February 28, 2020</b>		<input type="checkbox"/>
<b>c. March 31, 2020</b>		<input type="checkbox"/>
<b>d. April 30, 2020</b>		<input type="checkbox"/>
<b>e. May 29, 2020</b>		<input type="checkbox"/>

**20. Between March 1, 2020, and June 30, 2020, how many persons confined in your jail facilities received expedited release in response to the coronavirus?**

- ✓ *INCLUDE releases in order to limit inmate risk and exposure, or due to coronavirus-related understaffing, court orders, legislative mandates, etc.*

	<input type="checkbox"/>
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**21. a. Between March 1, 2020, and June 30, 2020, how many coronavirus TESTS<sup>①</sup> were conducted on persons confined in your jail facilities?**

① *Coronavirus test refers to the viral test for COVID-19. Do not count serology tests (also known as antibody tests). INCLUDE—*

- ✓ *Tests conducted either on or off facility grounds (e.g., at hospitals, medical centers, private labs, patient service centers, and other health vendors).*
- ✓ *Tests conducted on persons on transfer to treatment facilities, but who remained under the jurisdiction of your jail facilities.*

*EXCLUDE—*

- X *Antibody tests that are used to detect antibodies produced in response to coronavirus, but do not confirm current infection.*
- X *Suspected cases that were showing symptoms of coronavirus, but were not tested.*
- X *Persons who tested positive for coronavirus during the INTAKE process, and therefore were NOT admitted into your jail facilities.*

	<input type="checkbox"/>
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**b. Of those tests in item 21a, how many TESTS were positive?**

	<input type="checkbox"/>
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**22. Individuals may test positive for the coronavirus multiple times. Between March 1, 2020, and June 30, 2020, how many PERSONS confined in your jail facilities tested positive?**

- *Multiple positive results for the same individual should be counted only once.*

**23. Between March 1, 2020, and June 30, 2020, how many STAFF employed in your jail facilities tested POSITIVE for the coronavirus?**

- *Multiple positive results for the same individual should be counted only once.*
- ✓ *INCLUDE staff tested either on or off facility grounds (e.g., at hospitals, medical centers, private labs, patient service centers, and other health vendors).*

**EXCLUDE—**

- X *Antibody tests that are used to detect antibodies produced in response to coronavirus, but do not confirm current infection.*
- X *Suspected cases that were showing symptoms of coronavirus, but were not tested.*

**24. a. Between March 1, 2020, and June 30, 2020, how many INMATES DIED from the coronavirus while under the supervision of your jail facilities?**

INCLUDE all deaths from coronavirus of persons—

- ✓ CONFINED in your jail facilities.
- ✓ UNDER YOUR JAIL JURISDICTION but out to court or in special facilities (e.g., at hospitals, halfway houses, work farms, and medical/treatment/release centers).
- ✓ WHILE IN-TRANSIT to or from your jail facilities while under your supervision.
- ✓ Regardless of when and where the inmate contracted coronavirus.

EXCLUDE—

- X Persons who were NOT admitted into your jail facilities and died during the INTAKE process.

**(1) Confirmed deaths from coronavirus** ⓘ

- ① Deaths where coronavirus was the cause of death OR a significant contributor of death as determined by a positive test for coronavirus before or after death.

**(2) Suspected deaths from coronavirus** ⓘ

- ① Deaths where coronavirus was the suspected cause of death OR a significant contributor to the death based on the person having symptoms of coronavirus, but no positive test for coronavirus.

**(3) Total number of INMATE deaths** (sum of items 24a1 and 24a2) ↴

**How many deaths were based on a medical examiner's or coroner's evaluation (such as an autopsy, postmortem exam, or review of medical records)?**

**b. Between March 1, 2020, and June 30, 2020, how many STAFF employed in your jail facilities DIED from coronavirus?**

INCLUDE—

- ✓ Staff deaths that occurred either on or off facility grounds (e.g., while on duty, in the hospital, at home, etc.).
- ✓ Staff deaths regardless of when and where staff contracted coronavirus.

**(1) Confirmed deaths from coronavirus** ⓘ

- ① Deaths where coronavirus was the cause of death OR a significant contributor of death as determined by a positive test for coronavirus before or after death.

**(2) Suspected deaths from coronavirus** ⓘ

- ① Deaths where coronavirus was the suspected cause of death OR a significant contributor to the death based on the person having symptoms of coronavirus, but no positive test for coronavirus.

**(3) Total number of STAFF deaths** (sum of items 24b1 and 24b2) ↴

**How many deaths were based on a medical examiner's or coroner's evaluation (such as an autopsy, postmortem exam, or review of medical records)?**

END OF SURVEY

## **Zeng, Zhen (OJP)**

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**From:** Rachel Marshall <[rmarshall@cfyj.org](mailto:rmarshall@cfyj.org)>  
**Sent:** Thursday, February 20, 2020 11:59 AM  
**To:** Zeng, Zhen (OJP)  
**Cc:** Marcy Mistrett  
**Subject:** Comments Re: 85 FR 4707, Annual Survey of Jails  
**Attachments:** Campaign for Youth Justice Comments Re 85 FR 4707.pdf  
  
**Categories:** asj

Good afternoon,

Please find attached comments regarding 85 FR 4707 on the Annual Survey of Jails from the Campaign for Youth Justice.

If we can answer additional questions, please do not hesitate to reach out.

Sincerely,  
Rachel Marshall

--

Rachel Marshall, Esq.

Federal Policy Counsel

Campaign for Youth Justice

1220 L Street, NW #605

Washington, DC 20005

[rmarshall@cfyj.org](mailto:rmarshall@cfyj.org)

202-558-3580 x 1571



February 20, 2020

Zhen Zeng  
Bureau of Justice Statistics  
810 Seventh Street NW  
Washington, DC 20531

*Submitted via email:* [Todd.Minton@usdoj.gov](mailto:Todd.Minton@usdoj.gov)

**RE:** 85 FR 4707, Annual Survey of Jails

Dear Ms. Zeng,

On behalf of the Campaign for Youth Justice (CFYJ), we write to offer comments on the Department of Justice's Bureau of Justice Statistics' (BJS) information collection request regarding the 2020 Annual Survey of Jails (ASJ).

CFYJ is a national organization whose mission is to end the practice of prosecuting, sentencing, and incarcerating youth under the age of 18 in the adult criminal justice system. The strategic goals of CFYJ are to reduce the total number of youth prosecuted in the adult criminal justice system and to decrease the harmful impact of trying youth in adult court. We accomplish this through both federal and state-level advocacy by urging lawmakers to pass laws to keep youth out of the adult criminal justice system. The Annual Survey of Jails both informs our work and assists in assessing our success in removing youth from adult jails across the country.

The number of youth in adult jails has continued to decline in the past decade.<sup>1</sup> This trend was spurred by numerous states passing laws to keep youth out of the adult criminal justice system, including raising the age of criminal court jurisdiction. There are only three states where youth under the age of 18 are still automatically charged as adults: Texas, Georgia, and Wisconsin.<sup>2</sup> Several states that have raised the age of criminal jurisdiction are still in the process of implementing their laws implementation process, which will continue to contribute to a decline in the number of youth in adult jails.<sup>3</sup> States have also taken steps to limit the pathway to criminal court for youth, including limiting the pathways of transfer to the adult system and restoring judicial discretion to limit the statutory exclusion of youth from juvenile court and to limit prosecutorial discretion in directly filing a young person's case in adult court.<sup>4</sup>

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<sup>1</sup> ZHEN ZENG, U.S. DEPT. OF JUSTICE, OFFICE OF JUSTICE PROGRAMS, BUREAU OF JUSTICE STATISTICS, JAIL INMATES IN 2018 (Apr. 2019), available at <https://www.bjs.gov/content/pub/pdf/ji17.pdf>.

<sup>2</sup> Brian Evans, 2019 State Legislation Review: Fewer Children in the Adult System, CAMPAIGN FOR YOUTH JUSTICE (Dec. 20, 2019), <http://www.campaignforyouthjustice.org/2019/item/2019-state-legislation-review-fewer-children-in-the-adult-system>.

<sup>3</sup> Meghan Holmes, *Raise the Age Redirects 17-year-olds to Juvenile Justice System*, THE LA. WEEKLY (Mar. 4, 2019), <http://www.louisianaweekly.com/raise-the-age-redirects-17-year-olds-to-juvenile-justice-system/>

<sup>4</sup> JEREE THOMAS, CAMPAIGN FOR YOUTH JUSTICE, RAISING THE BAR: STATE TRENDS IN KEEPING YOUTH OUT OF ADULT COURTS (2015 – 2017), available at [http://www.campaignforyouthjustice.org/images/StateTrends\\_Repot\\_FINAL.pdf](http://www.campaignforyouthjustice.org/images/StateTrends_Repot_FINAL.pdf).



In addition to new state laws limiting the detention of youth in adult jails, at the end of 2018, Congress reauthorized the key piece of federal legislation that sets national standards for justice-involved youth. The Juvenile Reform Act of 2018 reauthorized the Juvenile Justice and Delinquency Prevention Act (JJDP A) and was signed into law on December 21, 2018.<sup>5</sup> The JJDP A provides many protections for justice-involved youth, including ensuring youth are removed from adult jails and lock-ups. Previously, that protection only applied to youth charged as delinquent. Under the updated law, states have until December 2021 to remove all youth, including those certified as adults, from adult jails and lock-ups pretrial, unless a court finds it is in the interest of justice to keep the young person in an adult facility.<sup>6</sup> As laws that raise the age of criminal responsibility, laws that limit the additional pathways of youth into the adult criminal justice system, and the updates to the JJDP A are implemented, the AJS will be critical in monitoring the impact of these reforms.

Beyond collecting information on whether youth under 18 who are in adult jails are charged as adults, it is critical to ensure that data on the number of youth held in adult jails is disaggregated by race. Despite the tremendous reforms in removing youth from the adult system, the racial disparities are increasing. In 2014, Black youth were 14% of the youth population nationally, but 52.5% of the youth transferred to adult court by juvenile court judges, the highest percentage of Black youth transferred in nearly thirty years of data collection.<sup>7</sup> By disaggregating the data in this way, advocates and lawmakers will be able to more effectively assess the impact of reform laws and determine how to address racial and ethnic disparities in the juvenile and criminal justice system.

We urge BJS to continue to collect this critical information. We thank you for this opportunity to comment on this important matter. Please feel free to contact us with any questions.

Sincerely,

A handwritten signature in black ink that reads "Rachel Marshall".

Rachel Marshall  
Federal Policy Counsel  
[rmarshall@cfyj.org](mailto:rmarshall@cfyj.org)

A handwritten signature in black ink that reads "Marcy Mistrett".

Marcy Mistrett  
Chief Executive Officer  
[mmistrett@cfyj.org](mailto:mmistrett@cfyj.org)

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<sup>5</sup> The Juvenile Justice Reform Act of 2018, H.R. 6964, 115th Cong. (2018).

<sup>6</sup> CAMPAIGN FOR YOUTH JUSTICE, JUVENILE JUSTICE AND DELINQUENCY PREVENTION (JJDP A) FACT SHEET SERIES, CORE PROTECTIONS: JAIL REMOVAL/SIGHT AND SOUND SEPARATION (Feb. 2019), available at [http://www.act4jj.org/sites/default/files/resource-files/Jail%20Removal%20and%20Sight%20and%20Sound%20Separation%20Fact%20Sheet\\_0.pdf](http://www.act4jj.org/sites/default/files/resource-files/Jail%20Removal%20and%20Sight%20and%20Sound%20Separation%20Fact%20Sheet_0.pdf).

<sup>7</sup> *Child Population by Race in the United States*, KIDS COUNT DATA CENTER, THE ANNIE E. CASEY FOUND., <https://datacenter.kidscount.org/data/tables/103-child-population-by-race#detailed/1/any/false/870,573,869/68,69,67,12,70,66,71,72/424> (last visited Apr. 12, 2019); M. Sickmund, A. Sladky, and W. Kang, *Easy Access to Juvenile Court Statistics: 1985-2014*, <https://www.ojjdp.gov/ojstatbb/ezajcs/> (last visited Apr. 12, 2019).

## Zeng, Zhen (OJP)

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**From:** radlaw <radlaw@aol.com>  
**Sent:** Tuesday, February 4, 2020 10:49 AM  
**To:** Zeng, Zhen (OJP)  
**Subject:** Comment on Annual Survey of Jails

**Categories:** asj

I suggest that the Annual Survey of Jails include the number of jails that have had their medical department surveyed and whether it is accredited, or not, by a national correctional organization such as the American Correctional Association (ACA), the National Commission on Correctional Health Care (NCCHC) or any nationwide correctional health accrediting body.

Charles D Lee MD JD  
Sent from [Mail](#) for Windows 10

## Zeng, Zhen (OJP)

---

**From:** peak\_ken@hotmail.com  
**Sent:** Tuesday, January 28, 2020 3:19 PM  
**To:** Zeng, Zhen (OJP)  
**Subject:** National Jail Survey

**Categories:** asj

Yes, another such survey is absolutely needed – especially for people like myself, who author criminal justice textbooks.

Ken Peak  
U. of Nevada, Reno

Sent from [Mail](#) for Windows 10



## Zeng, Zhen (OJP)

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**From:** Tartaro, Christine <Christine.Tartaro@stockton.edu>  
**Sent:** Tuesday, March 3, 2020 11:49 PM  
**To:** Zeng, Zhen (OJP)  
**Subject:** please reinstate the annual survey of jails

**Categories:** asj

Hello. As a jails researcher, I rely on BJS data for my work. I saw the comments post and wanted to write to encourage BJS to reinstate the annual survey.

Thank you.

Christine Tartaro

Christine Tartaro, Ph.D.  
Professor of Criminal Justice  
Director, Stockton CSI Summer Camp  
Criminal Justice Program  
Stockton University  
101 Vera King Farris Drive  
Galloway, NJ 08205  
P: 609-626-6035  
F: 609-626-3560

## Zeng, Zhen (OJP)

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**From:** Sue Ferrere <sue@pretrial.org>  
**Sent:** Tuesday, March 31, 2020 3:14 PM  
**To:** Zeng, Zhen (OJP)  
**Subject:** Comments on Annual Survey of Jails

**Categories:** asj

Dear Zhen,

I hope you can still accept the comments below, on behalf of the Pretrial Justice Institute. I apologize that we are late from the March 27 deadline for comment submission.

The Pretrial Justice Institute (PJI) advances safe, fair, and effective pretrial justice practices and policies that honor and protect all people. We submit the following comments and recommendations in order to enhance the quality, utility and clarity of the *Annual Survey of Jails* reinstatement. Generally, our comments and recommendations are intended to make the information more useful and valid. More specifically, we recommend that the survey instrument further distinguish pretrial/pre-adjudicated individuals from convicted individuals, and that it accurately collects the racial and ethnic composition within each category. We consulted both the 2016 Survey Instrument and the 2020 Survey Instrument, provided by Zhen Zeng. Below we provide question-specific suggestions.

First, we are fully supportive and grateful for the continuing Annual Survey of Jails ongoing collection of national jail data, which provides information on changing jail populations and demographic trends.

“Section 1. Inmate Deaths” (present in 2016 Survey) has been removed from the 2020 Survey. It is not clear if *Mortality in Correctional Institutions* is a continuing report of BJS; if not, we recommend reinstating the question about inmate deaths in the *Annual Survey of Jails*.

The 2020 Survey “Question 5. On June 30, 2020, how many persons confined in your facility...?” uses incorrect methodology on race and ethnicity. We suggest adhering to the U.S. Census guidelines [here](#) or consulting the [2020 Census form](#).

A further breakdown of 2020 Survey Question 7 into convicted and unconvicted is recommended. That is, what number of individuals in jail for a misdemeanor are convicted, how many are unconvicted; and what number of individuals in jail for a felony are convicted and how many are unconvicted. This could be combined with, or instead be a derivative of, Question 8.

2020 Survey Question 16, about staff demographics. We suggest adding questions about the racial breakdown of staff and officers. This suggestion is analogous to our Question 5 suggestion, and we suggest consulting U.S. Census methodology.

We *strongly* suggest reinstating “Section IV. Question 16. Population Supervised in the Community” from the 2016 Survey. It asks about “persons under the supervision of your jail who were NOT CONFINED participated in - “ and lists:

- Electronic Monitoring
- Home detention
- Community service
- Day reporting
- Other community supervision
- Etc.

This is important information, in order to understand relationships between in-custody populations and populations supervised in the community, and because conditions like electronic monitoring are increasing in response to bail reform.

Lower priority suggestion: Question 3. Should be further broken down by race and ethnicity.

We challenge the value of Questions 9 & 10, regarding citizenship.

Thank you. Please let me know if you have any questions.

Kindly,

Sue

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Sue Ferrere  
Director of Impact  
Pretrial Justice Institute  
200 East Pratt Street  
Suite 4100  
Baltimore, MD 21202  
Cell: 303.679.6024  
*Pronouns: she/her/hers*



Attachment D: Pre-notification Letter



**U.S. Department of Justice**

Office of Justice Programs

*Bureau of Justice Statistics*

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Washington, D.C. 20531

June XX, 2020

<<Salutation>> <ContactFirstName>> <<ContactLastName>>

<<Agency Name>>

<<Address 1>>

<<Address 2>>

<<City>>, <<State>> <<Zip>>

Dear <<Salutation>> <<Last Name>>:

In a few weeks, you will receive an email invitation for you to participate in Bureau of Justice Statistics' Annual Survey of Jails (ASJ). The invitation will contain instructions for completing the survey. When the invitation arrives, please log onto the data collection website and fill out the form promptly.

Started in 1982, the ASJ is the longest running annual data collection focused on local jails and jail populations. The data are widely used by practitioners, policy makers, researchers, and the general public to understand the conditions and needs of local jails. **[If not Top150:** Your participation in the Annual Survey ensures that your agency will be represented in our national statistics on local jails.] **[If Top150:** As one of our nation's largest jail jurisdictions, your data are critical to this important data collection.]

The reference date for the 2020 ASJ will be **June 30<sup>th</sup>, 2020**. The survey will ask about your jail's confined population on this date, including population breakdowns by sex, race, juvenile status, conviction status, severity of offense (felony or misdemeanor), and U.S. citizenship status.

This year, the survey will include a special addendum on **COVID-19**, designed to understand how the pandemic affected local jails in the first half of 2020. The addendum will ask about your jail's monthly population from January 2020 through May 2020, the impact of COVID-19 on admissions and releases, the numbers of inmates and staff tested for COVID-19, and the numbers that tested positive. Due to the urgent nature of this pandemic crisis, I encourage you to complete the survey promptly for the timely dissemination of this critical information. You can preview the survey questions now at:

<http://bjsasj.rti.org/forms/CJ5.pdf>.

The Bureau of Justice Statistics has contracted with RTI, International to conduct this data collection. If you have any questions, please feel free to e-mail us at [bjsasj@rti.org](mailto:bjsasj@rti.org) or call at 1-866-354-4992.

Thank you in advance for your help.

Sincerely,

**Jeffrey H. Anderson**  
**Director, Bureau of Justice Statistics**  
U.S. Department of Justice

Attachment E: Invitation Email

**Subject: 2020 Annual Survey of Jails: Submit Data Now | <<Jail Name>>**

Dear <<Salutation>> <<LastName>>:

We are writing to invite you to participate in the 2020 Annual Survey of Jails (ASJ). Started in 1982, the Annual Survey of Jails is the nation's longest running annual data collection focused on local jails and inmates.

**Please submit your data online by July 31, 2020 at:**

**Website:** <https://bjsasj.rti.org>  
**Username:** <<username>>  
**Password:** <<password>>

When you log onto the website above, please verify that the information of facility(ies) listed for your jail jurisdiction is correct and update the information as needed. Most jails operate a single facility, but some jails operate multiple facilities. If you operate multiple facilities, please fill out the survey to report for the combined inmate population across all your facilities.

This year, the ASJ includes a special addendum on **COVID-19**, designed to understand how the pandemic affected local jails in the first half of 2020. The addendum will ask about your jail's monthly population from January 2020 through May 2020, the impact of COVID-19 on admissions and releases, the numbers of inmates and staff tested for COVID-19, and the numbers that tested positive. Due to the urgent nature of this pandemic crisis, I encourage you to complete the survey promptly for the timely dissemination of this critical information.

The Bureau of Justice Statistics has contracted with RTI, International to conduct this data collection. For most jails, it takes about 75 minutes to complete the survey. You can complete the form in more than one session. You may also forward this email to colleagues within your agency, if you feel they can help you complete the survey.

For assistance with completing this survey, please contact RTI at [bjsasj@rti.org](mailto:bjsasj@rti.org) or (866) 354-4992, Monday through Friday, 9 AM to 5 PM, EDT. If you have questions about the collection, please contact the BJS program manager, Zhen Zeng, at [zhen.zeng@usdoj.gov](mailto:zhen.zeng@usdoj.gov).

Thank you very much for your participation in BJS's statistical programs.

Sincerely,

**Jeffrey H. Anderson**  
**Director, Bureau of Justice Statistics**  
U.S. Department of Justice

### ***Annual Survey of Jails***



*The Annual Survey of Jails (ASJ) is a national survey of county or city jail jurisdictions and regional jails in the country. Started in 1982, the ASJ tracks changes in the number and characteristics of local jail inmates nationwide. It also collects annual data on jail inmate turnover, jail capacity, and space usage by other authorities. BJS is authorized to conduct this survey under 42 USC § 3732, and may only use data collected under its authority for research and statistical purposes. This data collection has been approved by the Office of Management and Budget (OMB Control No. 1121-0094; Expiration Date: xx/xx/xxxx). Additional information about the purpose, authority, and security of this data collection can be found at <https://bjsasj.rti.org>.*

Attachment F: Reminder Email 1

SUBJECT: RESPONSE REQUESTED: 2020 Annual Survey of Jails | <<Jail Name>>

Dear <<Salutation>> <<Last Name>>:

We are writing to remind you of the upcoming due date for your 2020 Annual Survey of Jails (ASJ) submission. Your agency was selected to represent many other similar agencies in the nation. Your participation ensures that the national statistics Bureau of Justice Statistics publishes every year about local jails and jail populations is representative of agencies like yours.

Please log onto our secure website and submit your data online by July 31<sup>st</sup>—

Website: <https://bjsasj.rti.org>  
Username: <username>  
Password: <password>  
**Submit by: July 31, 2020**

If needed, you can view the survey form and the FAQs at the website above. For assistance with completing this survey, contact RTI at [bjsasj@rti.org](mailto:bjsasj@rti.org) or (866) 354-4992, Monday through Friday, 9 AM to 5 PM, EDT. If you have questions about the ASJ collection, please contact the BJS ASJ program manager, Zhen Zeng, at [zhen.zeng@usdoj.gov](mailto:zhen.zeng@usdoj.gov) or (202) 598-9955.

Thank you very much for your continued participation in BJS's statistical programs.

Sincerely,



Zhen Zeng, Program Manager  
Annual Survey of Jails Program  
Bureau of Justice Statistics



**Annual Survey of Jails**

*Started in 1982, the ASJ tracks changes in the number and characteristics of local jail inmates nationwide. It also collects annual data on jail inmate turnover, jail capacity and space usage by other authorities. BJS is authorized to conduct this survey under 42 USC § 3732, and may only use data collected under its authority for research and statistical purposes. This data collection has been approved by the Office of Management and Budget (OMB Control No: 1121-0094; Expiration Date: 06/2023). Your participation is voluntary. Additional information about the purpose, authority, and security of this data collection can be found at <https://bjsasj.rti.org>.*

Attachment G: Reminder Email 2

SUBJECT: Response required: 2020 Annual Survey of Jails | <<Jail Name>>

Dear <<Salutation>> <<Last Name>>:

We would like to thank you for your past support for Bureau of Justice Statistics' (BJS) statistical programs and remind you that the Annual Survey of Jails (ASJ) 2020 collection is overdue. BJS needs your prompt response to publish accurate and timely statistics on local jails and inmates. Please submit your data online—

Website: <https://bjsasj.rti.org>  
Username: <username>  
Password: <password>  
**Submit by: ASAP**

If needed, you can download a survey form for reference [here](#). For assistance with completing the survey, please contact our data collection team at [bjsasj@rti.org](mailto:bjsasj@rti.org) or (866) 354-4992, Monday through Friday, 9 AM to 5 PM, EDT. If you have questions about the ASJ, please contact the ASJ program manager, Zhen Zeng, at [zhen.zeng@usdoj.gov](mailto:zhen.zeng@usdoj.gov) or (202) 598-9955.

Thank you in advance for your help.

Sincerely,



Zhen Zeng, Program Manager  
Annual Survey of Jails Program  
Bureau of Justice Statistics



**Annual Survey of Jails**

*Started in 1982, the ASJ tracks changes in the number and characteristics of local jail inmates nationwide. It also collects annual data on jail inmate turnover, jail capacity and space usage by other authorities. BJS is authorized to conduct this survey under 42 USC § 3732, and may only use data collected under its authority for research and statistical purposes. This data collection has been approved by the Office of Management and Budget (OMB Control No: 1121-0094; Expiration Date: 06/2023). Your participation is voluntary. Additional information about the purpose, authority, and security of this data collection can be found at <https://bjsasj.rti.org>.*

Attachment H: Reminder from BJS Director



**U.S. Department of Justice**

Office of Justice Programs

*Bureau of Justice Statistics*

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Washington, D.C. 20531

September XX, 2020

<<Salutation>> <ContactFirstName>> <<ContactLastName>>  
<<Agency Name>>  
<<Address 1>>  
<<Address 2>>  
<<City>>, <<State>> <<Zip>>

Dear <<Salutation>> <<Last Name>>:

I am writing to ask for your assistance in completing the Bureau of Justice Statistics' (BJS) 2020 Annual Survey of Jails (ASJ). We would greatly appreciate if you would submit your form by **October 1, 2020**.

Your data, combined with data from other local jails, allows BJS to publish on national trends in jail populations. BJS is committed to disseminating accurate and timely statistics to inform the practices and policies of jails nationwide.

You may submit your data online—

**Website:**        <https://bjsasj.rti.org>  
**Username:**      <<username>>  
**Password:**      <<password>>

If you prefer, you may download the 2020 ASJ form from the website above, fill it out, and fax or mail it back to us.

If you have any questions about this survey, please contact our hotline at (866) 354-4992 Monday through Friday, 9 AM to 5 PM, EDT, or email [bjsasj@rti.org](mailto:bjsasj@rti.org). RTI International is BJS's data collection agent for the ASJ.

BJS is authorized to conduct the ASJ under 34 U.S.C. § 10132, and may only use data collected under its authority for research and statistical purposes. This data collection has been approved by the Office of Management and Budget (OMB Control No: 1121-0049; Expiration Date: 06/2023).

Thank you very much for your participation and continued support for BJS's statistical programs.

Sincerely,

**Jeffrey H. Anderson**  
**Director, Bureau of Justice Statistics**  
U.S. Department of Justice