


## PAPERWORK REDUCTION ACT CHANGE WORKSHEET

School Survey on Crime and Safety (SSOCS) 2018 and 2020 – SSOCS 2020 Communications  
Change Request

|  |                |   |                   |
|--|----------------|---|-------------------|
| <b>Agency/Subagency</b><br>U.S. Department of Education, Institute of Education Sciences   |                | <b>OMB Control Number</b><br>1850-0761 v.19 |                   |
| <b>Enter only items that change</b>  |                |   |                   |
|  |                | <b>Current Record</b>                       | <b>New Record</b> |
| <b>Agency form number(s)</b>   | NA             | NA  | NA                |
| <b>Annual reporting and record keeping hour burden</b>   |                |   |                   |
| <b>Number of respondent</b>  | 5,801          | 5,801                                       | 5,801             |
| <b>Total annual responses</b>  | 7,721          | 7,721                                       | 7,721             |
| <b>Percent of these responses collected electronically</b>   | 19%            | 19%   | 19%               |
| <b>Total annual hours</b>  | 2,947          | 2,947                                       | 2,947             |
| <b>Difference</b>  |                | <b>0</b>                                    |                   |
| <b>Explanation of difference</b>   |                |   |                   |
| <b>Program change</b>  |                | 0   |                   |
| <b>Adjustment</b>  |                | 0   |                   |
| <b>Annual reporting and record keeping cost burden (in thousands of dollars)</b>   |                |   |                   |
| <b>Total annualized capital/startup costs</b>  | NA             | NA  | NA                |
| <b>Total annual costs (O&amp;M)</b>  | NA             | NA  | NA                |
| <b>Total annualized cost requested</b>   | NA             | NA  | NA                |
| <b>Difference</b>  |                | NA  |                   |
| <b>Explanation of difference</b>   |                |   |                   |
| <b>Program change</b>  |                | NA  |                   |
| <b>Adjustment</b>  |                | NA  |                   |
| <b>Other change**</b>  |                |   |                   |
| <p>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, 2016, and 2018. The 2018 and 2020 SSOCS full-scale data collections were approved in July 2017 with the latest update approved in March 2020 (OMB# 1850-0761 v.12-18). This submission provides updated versions of the SSOCS 2020 communications materials and focuses on two changes: (a) a change in the contact schedule, and (b) an update to the incentive structure. These changes result in no changes to participant burden or cost to the federal government. As in the changes in v. 18, these changes are due to the COVID-19 pandemic outbreak, which has resulted in the closing of schools and a temporary discontinuation of operations at the Census Bureau's National Processing Center (NPC). These changes are also in response to the current response rate for the SSOCS, which is currently at 30 percent, well below NCES reporting standards. Because of school closures and shifts to online learning, many of the targeted respondents to SSOCS (public school principals), are experiencing extraordinary demands on their time. With the halt of mailout operations at NPC, our mail packages can no longer be sent as originally planned, and even if they could be sent as normal, the high rate of building closures for public schools mean that the packages would not be received. This has required a drastic shift in the communication strategy for the remainder of the SSOCS requests for response, moving not only from mail to e-mail for our communication with respondents, but also to push responses to the web portal. It has also disrupted the incentive experiment proposed in the original package. We propose some new contact materials and a revised incentive strategy that can be accomplished even through the NPC closure.</p> |                |   |                   |
| <b>Signature of Senior Official or designee:</b>   | <b>Date:</b>   | <b>For OIRA Use</b>                         |                   |
|   | April 20, 2020 | _____<br>_____                              |                   |

**\*\*This form cannot be used to extend an expiration date  
OMB 83-C**