

## 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*

#### Part A. Justification

##### 1. Necessity of Information Collection

Under the authority of Title 34, United States Code, Section 41303, and 28 U.S.C. § 534, the Federal Bureau of Investigation (FBI) was designated by the Attorney General to acquire, collect, classify, and preserve national data on federal criminal offenses, criminal identification, crime, and other records from federal, state, county, city, and tribal law enforcement agencies (LEAs) throughout the country as part of the Uniform Crime Reports.

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)*, provide for the FBI 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 furnish 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 clearinghouse for the collection and dissemination of arrests and to ensure publication in *Crime in the United States (CIUS)*.

##### 2. Needs and Uses

The Microsoft Excel Summary Workbook and the Age, Sex, Race, and Ethnicity (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 federal, state, county, city, and tribal 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:

- a. The FBI serves as the national clearinghouse for storage of all arrest statistics; therefore, these data are available upon request to any requester. During 2019, the FBI UCR Program received 107 requests for ASRE data.
- b. Law enforcement uses the FBI UCR Program's data for administration, operation, management, and to determine effectiveness and placement of task forces.

- c. Juvenile justice systems throughout the United States request Arrest by ASRE 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.
- d. Annual FBI UCR Program's data are provided to the Inter-University Consortium for Political and Social Research (ICPSR). This central repository serves as a single facility from which colleges/universities can obtain social science data. The ICPSR website currently stores 37 years of UCR ASRE 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.

### 3. Use of Information Technology

All FBI UCR Program participants submit their arrests by ASRE crime data electronically. The FBI provides three different electronic options for FBI 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 and Logical Entity Exchange Specifications, which are both data standards for information exchange. The Flat File Data Specification are submitted as a standard American Standard Code for Information Interchange 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](mailto: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 FBI UCR Program. This link allows for information technology interaction within the required electronic data submission formats.

### 4. Efforts to Identify Duplication

This information collection is authorized under 34 U.S.C. § 41303 and 28 U.S.C. § 534. Currently, the FBI is the only agency collecting extensive national data on persons arrested in the United States.

5. 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 processed on a calendar month. However, the FBI minimizes burden on small LEAs by allowing them to submit data 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 minimize the burdens of the agency.

6. 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 timely data, the FBI UCR Program has established a task force comprised of the Association of State Uniform Crime Reporting representatives and the FBI Criminal Justice Information Services (CJIS) Division's Crime Statistics Management Unit (CSMU). 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 timely crime data in the near future.

7. 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 UCR Program has the authority to grant these extensions.

8. Public Comments and Consultations

On July 16, 2020, a 60-day Federal Register Notice was published at 85 FR 43263 (43263-43264). Two (2) comments were received and responses provided.

9. Provision of Payments or Gifts to Respondents

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

10. 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.

11. Justification for Sensitive Questions

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

12. Estimate of Respondent’s Burden

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

Number of respondents: 9,454 Summary Reporting System (SRS) respondents  
 Number of non-respondents: 1,400 – All  
 Frequency of responses: Monthly – 1-708  
 Monthly – 1-708a  
 Total annual responses: 88,637  
 Minutes per response: 12 minutes – 1-708a  
 15 minutes – 1-708  
 Annual hour burden: 39,886 hours

	SRS				
Number of months submitted	Number of Agencies	Number of Responses	1-708a– 12 Minute Burden	1-708 – 15 Minute Burden	Totals
1 month	68	68	816	1,020	
2 months	54	108	1,296	1,620	
3 months	54	162	1,944	2,430	
4 months	78	312	3,744	4,680	
5 months	102	510	6,120	7,650	
6 months	140	840	10,080	12,600	

7 months	175	1,225	14,700	18,375	
8 months	336	2,688	32,256	40,320	
9 months	172	1,548	18,576	23,220	
10 months	240	2,400	28,800	36,000	
11 months	844	9,284	111,408	139,260	
12 months	5,791	69,492	833,904	1,042,380	
Non-responsive	1,400				
Total Agencies	9,454				
Annual Responses		88,637			
Form Completion Hours Burden			1,063,644/60= 17,727 hours	1,329,555/60= 22,159 hours	39,886 burden hours

### 13. 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, and many costs may be built into the vendor 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.

### 14. Cost to Federal Government

The following is a cost module provided by the FBI 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

Activity	Fiscal Year (FY)2019 Annualized Cost	FY2019 Annualized Full-Time Equivalent (FTE)
Temporary Duty (TDY) Crime Data Program	\$ 92,004.08	1.00
Police Use of Force (UoF)	\$ 9,267.53	0.06
UCR Security	\$ 9,869.80	0.05
Curriculum design - External Customers	\$ 166,386.43	1.11
Administrative	\$ 39,044.92	0.20
Assessments/analysis - External Customers	\$ 63,363.71	0.40
Provide training instruction - External Customers	\$ 229,750.16	1.52
New UCR Metrics and Reporting	\$ 20,955.02	0.10
New UCR Operations and Maintenance (O&M)	\$ 1,039,673.00	6.22
NIBRS Transition Support to States/Secured File Transfer Protocol and Web Services	\$ 15,914.12	0.10
UoF	\$ 193,430.33	1.04
New UCR and Crime Data Explorer (CDE) O&M	\$ 62,865.06	0.31
New UCR and CDE O&M	\$ 320,556.22	1.97
Conduct UCR audits	\$ 80,268.18	1.04
Editing	\$ 120,701.94	1.70
Graphics	\$ 37,986.43	0.50
Research and Analysis	\$ 68,743.57	0.95
Project and Program Management	\$ 84,213.69	1.05
Publication	\$ 24,056.71	0.30
Video Production	\$ 9,050.94	0.12
Writing Services/Support	\$ 85,237.45	1.20
Research and Analysis	\$ 138,102.45	0.75
Liaison, Education, and Promotion	\$ 982,682.24	7.21
Policy, Development, and Management	\$ 407,638.57	2.77
Administrative and Human Resource	\$ 416,793.71	3.46
Budget Activities, Strategic Planning, and Program Control	\$ 557,140.57	3.76

Activity	Fiscal Year (FY)2019 Annualized Cost	FY2019 Annualized Full-Time Equivalent (FTE)
UCR Data Requests and Analysis	\$ 691,632.75	6.16
UCR Dev/Ops (UCR-Technical Refresh, CDE, UoF)	\$ 801,010.71	6.05
UCR Data Collection & Public Distribution	\$ 1,038,030.43	9.55
UCR Life Cycle Support	\$ 70,139.67	0.40
UCR Business Management Support	\$ 298,661.67	1.80
Program Management	\$ 17,381.31	0.15
Conduct Audits	\$ 106,545.90	2.00
Direct and Interpret Statistical Methodologies	\$ 46,984.00	0.60
	\$ 8,346,083.24	65.60

#### 15. Reason for Change in Burden

Due to the FBI UCR Program’s full transition to NIBRS on January 1, 2021, the FBI UCR Program will no longer be collecting new statistical data under this collection’s terms of clearance after that date. The FBI UCR Program may still accept past data submission from agencies after the 2021 deadline. However, the FBI UCR Program will no longer need an additional 300 hours estimated burden for operational and administrative questions for the state program managers and local LEAs. It is also expected that our burden to state programs and local LEAs in this collection will continue to decrease as more agencies transition to NIBRS. Due to the upcoming transition, the FBI UCR Program intends to shift a large portion of these operational and administrative burden hours to the NIBRS collection.

To view information concerning SRS submission details prior to the FBI UCR Program’s transition to NIBRS, the *SRS Technical Specifications* is available upon request via email to [ucr@fbi.gov](mailto:ucr@fbi.gov).

#### 16. Anticipated Publication Plan and Schedule

Published data are derived from data submissions furnished to the FBI UCR Program from federal, state, county, city, and tribal 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

17. Display of Expiration Date

All information collected under this clearance will display the office of Management and Budget (OMB) clearance number and expiration date on the Microsoft Excel Summary Workbook.

18. Exception to the Certification Statement

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