



U.S. DEPARTMENT OF JUSTICE
OFFICE OF COMMUNITY ORIENTED POLICING SERVICES

COPS

Office of the Director
145 N Street NE, Washington, DC 20530

December 15, 2020

Mr. Joseph Nye
OMB Policy Analyst
Office of Information and Regulatory Affairs
New Executive Office Building
Washington, D.C. 20530

RE: Emergency Clearance for Collection of Law Enforcement Agencies Certified Due to Executive Order 13929

Dear Mr. Nye,

The COPS Office is requesting an emergency clearance to collect lists of certified law enforcement agencies from independent credentialing bodies. The COPS Office is only requesting basic information on law enforcement agencies that have been certified as outlined in Executive Order (EO) 13929 on Safe Policing for Safe Communities. Certification is required for law enforcement agencies seeking Department of Justice discretionary funding beginning in fiscal year 2021. This letter requests emergency approval of the data to be collected from the independent credentialing agencies by January 15, 2021, in accordance with 44 U.S.C. § 3507 and 5 C.F.R. § 1320.13, which permits such expedited approvals when “a collection of information is needed prior to the expiration of time periods established under this subchapter; and is essential to the mission of the agencies” and “use of normal clearance procedures is likely to prevent or disrupt the collection of information or is reasonably likely to cause the agency to miss a statutory or court ordered deadline.” See 44 U.S.C. §§ 3507(j)(1) and 3507(j)(2).

This emergency processing is essential because compliance with normal clearance procedures would cause a mandated deadline to be missed. Per guidance from the Attorney General in response to Section 2 of the EO, titled [*Standards of Certification on Safe Policing for Safe Communities*](#), the independent credentialing bodies are required to track in a database the agencies they have certified and provide this list to the COPS Office on or before January 31, 2021. Law enforcement agencies are required to be certified in order to receive fiscal year 2021 DOJ discretionary funds. These lists will be used to verify funding eligibility.

List Collection is Essential to the Mission of the COPS Office

On June 16, 2020, President Donald J. Trump issued [*EO 13929 on Safe Policing for Safe Communities*](#). The EO’s goal is to ensure that law enforcement agencies continue striving to provide transparent, safe, and accountable delivery of services to communities. This delivery will enhance community confidence in law enforcement and facilitate the identification and correction of internal issues before they result in injury to the public or to law enforcement officers. The COPS Office is the component within DOJ that is responsible for advancing the practice of community policing, which begins with a commitment to building trust and mutual respect between police and communities.



The expedited approval of the list collection is essential to the mission of the COPS Office because the collection of these data from independent credentialing bodies is necessary to determine whether law enforcement agencies are eligible for DOJ discretionary funding. The COPS Office was established under the authority of the Attorney General to implement Title I of the “crime bill,” the Public Safety Partnership and Community Policing Act of 1994 (the Act). The Act authorizes the Attorney General to make grants to States, units of local government, Indian tribal governments, other public and private entities, and multi-jurisdictional or regional consortia thereof to increase police presence, to expand and improve cooperative efforts between law enforcement agencies and members of the community, to address crime and disorder problems, and otherwise to enhance public safety. All COPS Office funding is discretionary and the majority of applicants are law enforcement agencies. Since 1994, the COPS Office has invested more than \$14 billion to help advance community policing.

Approval is Necessary to Collect the Information and Achieve Compliance with Established Deadlines

Approval of the data collection is necessary before the expiration of the 60-day and 30-day notice periods, because it is the only way to achieve compliance with the mandatory deadline. The [*Standards of Certification on Safe Policing for Safe Communities*](#) state “beginning in 2021, on or before January 31 of each year, independent credentialing bodies must provide the names of each certified law enforcement agency to the Director of the COPS Office or his delegate.” The independent credentialing bodies have already begun outreach to the COPS Office on how to fulfill this requirement.

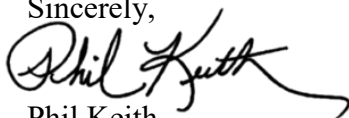
In order to reduce burden on the independent credentialing bodies, the COPS Office has provided a list of ten data elements that would be requested in order to assist credentialing bodies in building their agency database (see attached). All requested data are non-PII. The independent credentialing bodies are collecting this information as part of the certification process.

Emergency Clearance Provides a Temporary Measure to Allow Lists to be Collected within the Time Limits While the Data Collection Undergoes the Normal Clearance Procedures

Finally, the COPS Office request for emergency clearance should be granted because it is a temporary measure to allow independent credentialing bodies submit their lists within the required time limit, while the data collection undergoes the normal clearance procedures. If additional comments are received during the PRA clearance process, the data collection form can be amended.

Thank you for your prompt consideration of this request. Please contact Shelley Hyland, Supervisory Program Specialist, Research and Technical Assistance Division, Community Policing Advancement Directorate, by email Shelley.Hyland2@usdoj.gov or by phone at (202) 598-1826 if you have any questions or need additional information.

Sincerely,



Phil Keith

Director

Office of Community Oriented Policing Services

List of Data Elements to be Collected

The information being requested includes the following on each law enforcement agency certified:

1. **Originating Record Identifier (ORI):** This number is assigned by the FBI for crime reporting purposes. The COPS Office uses ORI as one of the primary linking methods to application and reporting documents.
2. **Employer Identification Number (EIN):** A number assigned by the IRS for tax reporting purposes. This number is one of two primary linking identifiers within JustGrants, the DOJ system for applying for award funding.
3. **Data Universal Number System (DUNS):** A unique nine or thirteen digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. Only agencies that have applied for federal funding will have a DUNS number. This is the other linking identifier within JustGrants.
4. **Agency name:** Name of law enforcement agency.
5. **City:** City where law enforcement agency is located.
6. **State:** State where law enforcement agency is located.
7. **Zip:** Zip code where law enforcement agency is located.
8. **Title of Chief Executive:** Title of the law enforcement agency's chief executive (e.g., sheriff, chief of police, commissioner).
9. **Chief Executive Name:** Full name of the law enforcement agency's chief executive
10. **Date Certification Issued:** Date law enforcement agency received certification for EO 13929