

## **The Annual Surveys of Probation and Parole 2023-2025 OMB Clearance Attachments**

Attachment 1: Title 34 U.S.C. § 10131

Attachment 2: BJS portfolio of correctional populations

Attachment 3: Screenshots from study questionnaire

Attachment 4: Screenshot from the ASPP website dashboard

Attachment 5: CJ-7 Parole Survey

Attachment 6: CJ-8 Probation Survey

Attachment 7: CJ-8M Probation Survey (misdemeanor supervision only form)

Attachment 8: 60-day Federal Registry Notice

Attachment 9: 30-day Federal Registry Notice

Attachment 10: Introducing New CJ-8 Questionnaire Form Email

Attachment 11: Pre-notification letter and email

Attachment 12: Web designation form

Attachment 13: Survey invitation letter and email

Attachment 14: Submission thank you email

Attachment 15: First reminder letter and email

Attachment 16: Second reminder email (Standard and Tailored)

Attachment 17: Reminder Postcard

Attachment 18: Third reminder email and USPS Reminder

Attachment 19: Non-response phone scripts and conversational topics

Attachment 20: Closeout email: no data

Attachment 21: Closeout email: partial data

Attachment 22: Closeout email: data clarification not received

Attachment 23: Data Retrieval Emails

Attachment 24: Follow-up email for data revisions

**34 USC 10131 : Statement of purpose**

Text contains those laws in effect on January 30, 2018

**From Title 34-CRIME CONTROL AND LAW ENFORCEMENT**

Subtitle I-Comprehensive Acts

CHAPTER 101-JUSTICE SYSTEM IMPROVEMENT

SUBCHAPTER III-BUREAU OF JUSTICE STATISTICS

**Jump To:**

[Source Credit](#)

[Codification](#)

[Prior Provisions](#)

[Amendments](#)

[Effective Date](#)

**§10131. Statement of purpose**

It is the purpose of this subchapter to provide for and encourage the collection and analysis of statistical information concerning crime, juvenile delinquency, and the operation of the criminal justice system and related aspects of the civil justice system and to support the development of information and statistical systems at the Federal, State, and local levels to improve the efforts of these levels of government to measure and understand the levels of crime, juvenile delinquency, and the operation of the criminal justice system and related aspects of the civil justice system. The Bureau shall utilize to the maximum extent feasible State governmental organizations and facilities responsible for the collection and analysis of criminal justice data and statistics. In carrying out the provisions of this subchapter, the Bureau shall give primary emphasis to the problems of State and local justice systems.

(Pub. L. 90–351, title I, §301, as added Pub. L. 96–157, §2, Dec. 27, 1979, 93 Stat. 1176 ; amended Pub. L. 98–473, title II, §605(a), Oct. 12, 1984, 98 Stat. 2079 .)

**CODIFICATION**

Section was formerly classified to section 3731 of Title 42, The Public Health and Welfare, prior to editorial reclassification and renumbering as this section.

**PRIOR PROVISIONS**

A prior section 301 of Pub. L. 90–351, title I, June 19, 1968, 82 Stat. 199 ; Pub. L. 91–644, title I, §4(1)–(4), Jan. 2, 1971, 84 Stat. 1882 ; Pub. L. 93–83, §2, Aug. 6, 1973, 87 Stat. 199 ; Pub. L. 94–503, title I, §§109, 128(b), Oct. 15, 1976, 90 Stat. 2411 , 2424, related to purposes and categories of grants for law enforcement and criminal justice purposes, prior to the general amendment of this chapter by Pub. L. 96–157.

**AMENDMENTS**

1984-Pub. L. 98–473 struck out "(including white-collar crime and public corruption)" after "information concerning crime" and "(including crimes against the elderly, white-collar crime, and public corruption)" after "levels of crime".

**EFFECTIVE DATE OF 1984 AMENDMENT**

Amendment by Pub. L. 98–473 effective Oct. 12, 1984, see section 609AA(a) of Pub. L. 98–473, set out as an Effective Date note under section 10101 of this title.

## **34 USC 10132 : Bureau of Justice Statistics**

Text contains those laws in effect on January 30, 2018

### **From Title 34-CRIME CONTROL AND LAW ENFORCEMENT**

Subtitle I-Comprehensive Acts

CHAPTER 101-JUSTICE SYSTEM IMPROVEMENT

SUBCHAPTER III-BUREAU OF JUSTICE STATISTICS

#### **Jump To:**

[Source Credit](#)

[References In Text](#)

[Codification](#)

[Prior Provisions](#)

[Amendments](#)

[Effective Date](#)

[Miscellaneous](#)

## **§10132. Bureau of Justice Statistics**

### **(a) Establishment**

There is established within the Department of Justice, under the general authority of the Attorney General, a Bureau of Justice Statistics (hereinafter referred to in this subchapter as "Bureau").

### **(b) Appointment of Director; experience; authority; restrictions**

The Bureau shall be headed by a Director appointed by the President. The Director shall have had experience in statistical programs. The Director shall have final authority for all grants, cooperative agreements, and contracts awarded by the Bureau. The Director shall be responsible for the integrity of data and statistics and shall protect against improper or illegal use or disclosure. The Director shall report to the Attorney General through the Assistant Attorney General. The Director shall not engage in any other employment than that of serving as Director; nor shall the Director hold any office in, or act in any capacity for, any organization, agency, or institution with which the Bureau makes any contract or other arrangement under this Act.

### **(c) Duties and functions of Bureau**

The Bureau is authorized to-

(1) make grants to, or enter into cooperative agreements or contracts with public agencies, institutions of higher education, private organizations, or private individuals for purposes related to this subchapter; grants shall be made subject to continuing compliance with standards for gathering justice statistics set forth in rules and regulations promulgated by the Director;

(2) collect and analyze information concerning criminal victimization, including crimes against the elderly, and civil disputes;

(3) collect and analyze data that will serve as a continuous and comparable national social indication of the prevalence, incidence, rates, extent, distribution, and attributes of crime, juvenile delinquency, civil disputes, and other statistical factors related to crime, civil disputes, and juvenile delinquency, in support of national, State, tribal, and local justice policy and decisionmaking;

(4) collect and analyze statistical information, concerning the operations of the criminal justice system at the Federal, State, tribal, and local levels;

(5) collect and analyze statistical information concerning the prevalence, incidence, rates, extent, distribution, and attributes of crime, and juvenile delinquency, at the Federal, State, tribal, and local levels;

(6) analyze the correlates of crime, civil disputes and juvenile delinquency, by the use of statistical information, about criminal and civil justice systems at the Federal, State, tribal, and local levels, and about the extent, distribution and attributes of crime, and juvenile delinquency, in the Nation and at the Federal, State, tribal, and local levels;

(7) compile, collate, analyze, publish, and disseminate uniform national statistics concerning all aspects of criminal justice and related aspects of civil justice, crime, including crimes against the elderly, juvenile delinquency, criminal offenders, juvenile delinquents, and civil disputes in the various States and in Indian country;

(8) recommend national standards for justice statistics and for insuring the reliability and validity of justice statistics supplied pursuant to this chapter;

( ) maintain liaison with the judicial branches of the Federal Government and State and tribal governments in matters relating to justice statistics, and cooperate with the judicial branch in assuring as much uniformity as feasible in statistical systems of the executive and judicial branches;

(10) provide information to the President, the Congress, the judiciary, State, tribal, and local governments, and the general public on justice statistics;

(11) establish or assist in the establishment of a system to provide State, tribal, and local governments with access to Federal informational resources useful in the planning, implementation, and evaluation of programs under this Act;

(12) conduct or support research relating to methods of gathering or analyzing justice statistics;

(13) provide for the development of justice information systems programs and assistance to the States, Indian tribes, and units of local government relating to collection, analysis, or dissemination of justice statistics;

(14) develop and maintain a data processing capability to support the collection, aggregation, analysis and dissemination of information on the incidence of crime and the operation of the criminal justice system;

(15) collect, analyze and disseminate comprehensive Federal justice transaction statistics (including statistics on issues of Federal justice interest such as public fraud and high technology crime) and to provide technical assistance to and work jointly with other Federal agencies to improve the availability and quality of Federal justice data;

(16) provide for the collection, compilation, analysis, publication and dissemination of information and statistics about the prevalence, incidence, rates, extent, distribution and attributes of drug offenses, drug related offenses and drug dependent offenders and further provide for the establishment of a national clearinghouse to maintain and update a comprehensive and timely data base on all criminal justice aspects of the drug crisis and to disseminate such information;

(17) provide for the collection, analysis, dissemination and publication of statistics on the condition and progress of drug control activities at the Federal, State, tribal, and local levels with particular attention to programs and intervention efforts demonstrated to be of value in the overall national anti-drug strategy and to provide for the establishment of a national clearinghouse for the gathering of data generated by Federal, State, tribal, and local criminal justice agencies on their drug enforcement activities;

(18) provide for the development and enhancement of State, tribal, and local criminal justice information systems, and the standardization of data reporting relating to the collection, analysis or dissemination of data and statistics about drug offenses, drug related offenses, or drug dependent offenders;

(1 ) provide for improvements in the accuracy, quality, timeliness, immediate accessibility, and integration of State and tribal criminal history and related records, support the development and enhancement of national systems of criminal history and related records including the National Instant Criminal Background Check System, the National Incident-Based Reporting System, and the records of the National Crime Information Center, facilitate State and tribal participation in national records and information systems, and support statistical research for critical analysis of the improvement and utilization of criminal history records;

(20) maintain liaison with State, tribal, and local governments and governments of other nations concerning justice statistics;

(21) cooperate in and participate with national and international organizations in the development of uniform justice statistics;

(22) ensure conformance with security and privacy requirement of section 10231 of this title and identify, analyze, and participate in the development and implementation of privacy, security and information policies which impact on Federal, tribal, and State criminal justice operations and related statistical activities; and

(23) exercise the powers and functions set out in subchapter VII.

#### **(d) Justice statistical collection analysis and dissemination**

##### **(1) In eneral**

To ensure that all justice statistical collection, analysis, and dissemination is carried out in a coordinated manner, the Director is authorized to-

(A) utilize, with their consent, the services, equipment, records, personnel, information, and facilities of other Federal, State, local, and private agencies and instrumentalities with or without reimbursement therefor, and to enter into agreements with such agencies and instrumentalities for purposes of data collection and analysis;

(B) confer and cooperate with State, municipal, and other local agencies;

(C) request such information, data, and reports from any Federal agency as may be required to carry out the purposes of this chapter;

(D) seek the cooperation of the judicial branch of the Federal Government in gathering data from criminal justice records;

(E) encourage replication, coordination and sharing among justice agencies regarding information systems, information policy, and data; and

(F) confer and cooperate with Federal statistical agencies as needed to carry out the purposes of this subchapter, including by entering into cooperative data sharing agreements in conformity with all laws and regulations applicable to the disclosure and use of data.

**(2) Consultation with Indian tribes**

The Director, acting jointly with the Assistant Secretary for Indian Affairs (acting through the Office of Justice Services) and the Director of the Federal Bureau of Investigation, shall work with Indian tribes and tribal law enforcement agencies to establish and implement such tribal data collection systems as the Director determines to be necessary to achieve the purposes of this section.

**(e) Furnishing of information, data, or reports by Federal agencies**

Federal agencies requested to furnish information, data, or reports pursuant to subsection (d)(1)(C) shall provide such information to the Bureau as is required to carry out the purposes of this section.

**(f) Consultation with representatives of State, tribal, and local government and judiciary**

In recommending standards for gathering justice statistics under this section, the Director shall consult with representatives of State, tribal, and local government, including, where appropriate, representatives of the judiciary.

**(g) Reports**

Not later than 1 year after July 2, 2010, and annually thereafter, the Director shall submit to Congress a report describing the data collected and analyzed under this section relating to crimes in Indian country.

(Pub. L. 111-351, title I, § 302, as added Pub. L. 111-615, § 2, Dec. 27, 2014, 3 Stat. 1176; amended Pub. L. 111-847, title II, § 605(b), Oct. 12, 2014, 8 Stat. 207; Pub. L. 110-60, title VI, § 602(a), Nov. 18, 2007, 102 Stat. 433; Pub. L. 103-322, title III, § 330001(h)(2), Sept. 13, 2004, 108 Stat. 213; Pub. L. 101-162, title I, § 1115(a), Jan. 5, 2006, 11 Stat. 3103; Pub. L. 111-211, title II, § 251(b), July 2, 2010, 124 Stat. 227; Pub. L. 112-166, § 2(h)(1), Aug. 10, 2012, 126 Stat. 1285.)

**REFERENCES IN TITLE**

This Act, referred to in subsecs. (b) and (c)(11), is Pub. L. 111-351, June 1, 2014, 82 Stat. 17, known as the Omnibus Crime Control and Safe Streets Act of 1968. For complete classification of this Act to the Code, see Short Title of 1968 Act note set out under section 10101 of this title and Tables.

**CODIFICATION**

Section was formerly classified to section 3732 of Title 42, The Public Health and Welfare, prior to editorial reclassification and renumbering as this section.

**PRIOR PROVISIONS**

A prior section 302 of Pub. L. 111-351, title I, June 1, 2014, 82 Stat. 200; Pub. L. 103-83, § 2, Aug. 6, 1987, 87 Stat. 201; Pub. L. 104-503, title I, § 110, Oct. 15, 2006, 120 Stat. 2412, related to establishment of State planning agencies to develop comprehensive State plans for grants for law enforcement and criminal justice purposes, prior to the general amendment of this chapter by Pub. L. 111-615.

**AMENDMENTS**

2012-Subsec. (b). Pub. L. 112-166 struck out ", by and with the advice and consent of the Senate" before period at end of first sentence.

2010-Subsec. (c)(3) to (6). Pub. L. 111-211, § 251(b)(1)(A), inserted "tribal," after "State," wherever appearing.

Subsec. (c)(7). Pub. L. 111-211, § 251(b)(1)(B), inserted "and in Indian country" after "States".

Subsec. (c)(8). Pub. L. 111-211, § 251(b)(1)(C), substituted "Federal Government and State and tribal governments" for "Federal and State Governments".

Subsec. (c)(10), (11). Pub. L. 111-211, § 251(b)(1)(D), inserted ", tribal," after "State".

Subsec. (c)(13). Pub. . 111 211, 251(b)(1)(E), inserted ", Indian tribes," after "States".

Subsec. (c)(17). Pub. . 111 211, 251(b)(1)(F), substituted "activities at the Federal, State, tribal, and local" for "activities at the Federal, State and local" and "generated by Federal, State, tribal, and local" for "generated by Federal, State, and local".

Subsec. (c)(18). Pub. . 111 211, 251(b)(1)(G), substituted "State, tribal, and local" for "State and local".

Subsec. (c)(1 ). Pub. . 111 211, 251(b)(1)(H), inserted "and tribal" after "State" in two places.

Subsec. (c)(20). Pub. . 111 211, 251(b)(1)(I), inserted ", tribal," after "State".

Subsec. (c)(22). Pub. . 111 211, 251(b)(1)(J), inserted ", tribal," after "Federal".

Subsec. (d). Pub. . 111 211, 251(b)(2), designated existing provisions as par. (1), inserted par. (1) heading, substituted "To ensure" for "To insure", redesignated former pars. (1) to (6) as subpars. (A) to (F), respectively, of par. (1), realigned margins, and added par. (2).

Subsec. (e). Pub. . 111 211, 251(b)(3), substituted "subsection (d)(1)(C)" for "subsection (d)(3)".

Subsec. (f). Pub. . 111 211, 251(b)(4)(B), inserted ", tribal," after "State".

Pub. . 111 211, 251(b)(4)(A), which directed insertion of ", tribal," after "State" in heading, was executed editorially but could not be executed in original because heading had been editorially supplied.

Subsec. (g). Pub. . 111 211, 251(b)(5), added subsec. (g).

200 -Subsec. (b). Pub. . 10 162, 1115(a)(1), inserted after third sentence "The Director shall be responsible for the integrity of data and statistics and shall protect against improper or illegal use or disclosure."

Subsec. (c)(1 ). Pub. . 10 162, 1115(a)(2), amended par. (1 ) generally. Prior to amendment, par. (1 ) read as follows "provide for research and improvements in the accuracy, completeness, and inclusiveness of criminal history record information, information systems, arrest warrant, and stolen vehicle record information and information systems and support research concerning the accuracy, completeness, and inclusiveness of other criminal justice record information;".

Subsec. (d)(6). Pub. . 10 162, 1115(a)(3), added par. (6).

1 4-Subsec. (c)(1 ). Pub. . 103 322 substituted a semicolon for period at end.

1 -Subsec. (c)(16) to (23). Pub. . 100 6 0 added pars. (16) to (1 ) and redesignated former pars. (16) to (1 ) as (20) to (23), respectively.

1 4-Subsec. (b). Pub. . 8 473, 605(b)(1), inserted provision requiring Director to report to Attorney General through Assistant Attorney General.

Subsec. (c)(13). Pub. . 8 473, 605(b)(2)(A), (C), added par. (13) and struck out former par. (13) relating to provision of financial and technical assistance to States and units of local government relating to collection, analysis, or dissemination of justice statistics.

Subsec. (c)(14), (15). Pub. . 8 473, 605(b)(2)(C), added pars. (14) and (15). Former pars. (14) and (15) redesignated (16) and (17), respectively.

Subsec. (c)(16). Pub. . 8 473, 605(b)(2)(A), (B), redesignated par. (14) as (16) and struck out former par. (16) relating to insuring conformance with security and privacy regulations issued under section 10231 of this title.

Subsec. (c)(17). Pub. . 8 473, 605(b)(2)(B), redesignated par. (15) as (17). Former par. (17) redesignated (1 ).

Subsec. (c)(18). Pub. . 8 473, 605(b)(2)(D), added par. (18).

Subsec. (c)(1 ). Pub. . 8 473, 605(b)(2)(B), redesignated former par. (17) as (1 ).

Subsec. (d)(1). Pub. . 8 473, 605(b)(3)(A), inserted ", and to enter into agreements with such agencies and instrumentalities for purposes of data collection and analysis".

Subsec. (d)(5). Pub. . 8 473, 605(b)(3)(B) (D), added par. (5).

#### **EFFECTIVE DATE OF 2012 AMENDMENT**

Amendment by Pub. . 112 166 effective 60 days after Aug. 10, 2012, and applicable to appointments made on and after that effective date, including any nomination pending in the

Senate on that date, see section 6(a) of Pub. . 112 166, set out as a note under section 113 of Title 6, Domestic Security.

#### **EFFECTIVE DATE OF 1984 AMENDMENT**

Amendment by Pub. . 8 473 effective Oct. 12, 1984, see section 60 AA(a) of Pub. . 8 473, set out as an Effective Date note under section 10101 of this title.

#### **CONSTRUCTION OF 2010 AMENDMENT**

Pub. . 111 211, title II, 251(c), July 2, 2010, 124 Stat. 228, provided that "Nothing in this section amending this section and section 41507 of this title or any amendment made by this section-

"(1) allows the grant to be made to, or used by, an entity for law enforcement activities that the entity lacks jurisdiction to perform; or

"(2) has any effect other than to authorize, award, or deny a grant of funds to a federally recognized Indian tribe for the purposes described in the relevant grant program."

For definition of "Indian tribe" as used in section 251(c) of Pub. . 111 211, set out above, see section 203(a) of Pub. . 111 211, set out as a note under section 2801 of Title 25, Indians.

#### **INCLUSION OF HONOR VIOLENCE IN NATIONAL CRIME VICTIMIZATION SURVEY**

Pub. . 113 235, div. B, title II, Dec. 16, 2014, 128 Stat. 211, provided in part "That beginning not later than 2 years after the date of enactment of this Act div. B of Pub. . 113 235, Dec. 16, 2014, as part of each National Crime Victimization Survey, the Attorney General shall include statistics relating to honor violence".

#### **STUDY OF CRIMES AGAINST SENIORS**

Pub. . 106 534, 5, Nov. 22, 2000, 114 Stat. 2557, provided that

"(a) In General.-The Attorney General shall conduct a study relating to crimes against seniors, in order to assist in developing new strategies to prevent and otherwise reduce the incidence of those crimes.

"(b) Issues Addressed.-The study conducted under this section shall include an analysis of-

"(1) the nature and type of crimes perpetrated against seniors, with special focus on-

"(A) the most common types of crimes that affect seniors;

"(B) the nature and extent of telemarketing, sweepstakes, and repair fraud against seniors; and

"(C) the nature and extent of financial and material fraud targeted at seniors;

"(2) the risk factors associated with seniors who have been victimized;

"(3) the manner in which the Federal and State criminal justice systems respond to crimes against seniors;

"(4) the feasibility of States establishing and maintaining a centralized computer database on the incidence of crimes against seniors that will promote the uniform identification and reporting of such crimes;

"(5) the effectiveness of damage awards in court actions and other means by which seniors receive reimbursement and other damages after fraud has been established; and

"(6) other effective ways to prevent or reduce the occurrence of crimes against seniors."

#### **INCLUSION OF SENIORS IN NATIONAL CRIME VICTIMIZATION SURVEY**

Pub. . 106 534, 6, Nov. 22, 2000, 114 Stat. 2557, provided that "Beginning not later than 2 years after the date of enactment of this Act Nov. 22, 2000, as part of each National Crime Victimization Survey, the Attorney General shall include statistics relating to-

"(1) crimes targeting or disproportionately affecting seniors;

"(2) crime risk factors for seniors, including the times and locations at which crimes victimizing seniors are most likely to occur; and

"(3) specific characteristics of the victims of crimes who are seniors, including age, gender, race or ethnicity, and socioeconomic status."

## CRIME VICTIMS WITH DISABILITIES AWARENESS

Pub. L. 105–301, Oct. 27, 1998, 112 Stat. 2838 , as amended by Pub. L. 106–402, title IV, §401(b)(10), Oct. 30, 2000, 114 Stat. 1739 , provided that:

### "SECTION 1. SHORT TITLE.

"This Act may be cited as the 'Crime Victims With Disabilities Awareness Act'.

### "SEC. 2. FINDINGS; PURPOSES.

"(a) Findings.-Congress finds that-

"(1) although research conducted abroad demonstrates that individuals with developmental disabilities are at a 4 to 10 times higher risk of becoming crime victims than those without disabilities, there have been no significant studies on this subject conducted in the United States;

"(2) in fact, the National Crime Victim's Survey, conducted annually by the Bureau of Justice Statistics of the Department of Justice, does not specifically collect data relating to crimes against individuals with developmental disabilities;

"(3) studies in Canada, Australia, and Great Britain consistently show that victims with developmental disabilities suffer repeated victimization because so few of the crimes against them are reported, and even when they are, there is sometimes a reluctance by police, prosecutors, and judges to rely on the testimony of a disabled individual, making individuals with developmental disabilities a target for criminal predators;

"(4) research in the United States needs to be done to-

"(A) understand the nature and extent of crimes against individuals with developmental disabilities;

"(B) describe the manner in which the justice system responds to crimes against individuals with developmental disabilities; and

"(C) identify programs, policies, or laws that hold promises for making the justice system more responsive to crimes against individuals with developmental disabilities; and

"(5) the National Academy of Science Committee on Law and Justice of the National Research Council is a premier research institution with unique experience in developing seminal, multidisciplinary studies to establish a strong research base from which to make public policy.

"(b) Purposes.-The purposes of this Act are-

"(1) to increase public awareness of the plight of victims of crime who are individuals with developmental disabilities;

"(2) to collect data to measure the extent of the problem of crimes against individuals with developmental disabilities; and

"(3) to develop a basis to find new strategies to address the safety and justice needs of victims of crime who are individuals with developmental disabilities.

### "SEC. 3. DEFINITION OF DEVELOPMENTAL DISABILITY.

"In this Act, the term 'developmental disability' has the meaning given the term in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 [42 U.S.C. 15002].

### "SEC. 4. STUDY.

"(a) In General.-The Attorney General shall conduct a study to increase knowledge and information about crimes against individuals with developmental disabilities that will be useful in developing new strategies to reduce the incidence of crimes against those individuals.

"(b) Issues Addressed.-The study conducted under this section shall address such issues as-

"(1) the nature and extent of crimes against individuals with developmental disabilities;

"(2) the risk factors associated with victimization of individuals with developmental disabilities;

"(3) the manner in which the justice system responds to crimes against individuals with developmental disabilities; and



"(4) the means by which States may establish and maintain a centralized computer database on the incidence of crimes against individuals with disabilities within a State.

"(c) National Academy of Sciences.-In carrying out this section, the Attorney General shall consider contracting with the Committee on Law and Justice of the National Research Council of the National Academy of Sciences to provide research for the study conducted under this section.

"(d) Report.-Not later than 18 months after the date of enactment of this Act [Oct. 27, 1998], the Attorney General shall submit to the Committees on the Judiciary of the Senate and the House of Representatives a report describing the results of the study conducted under this section.

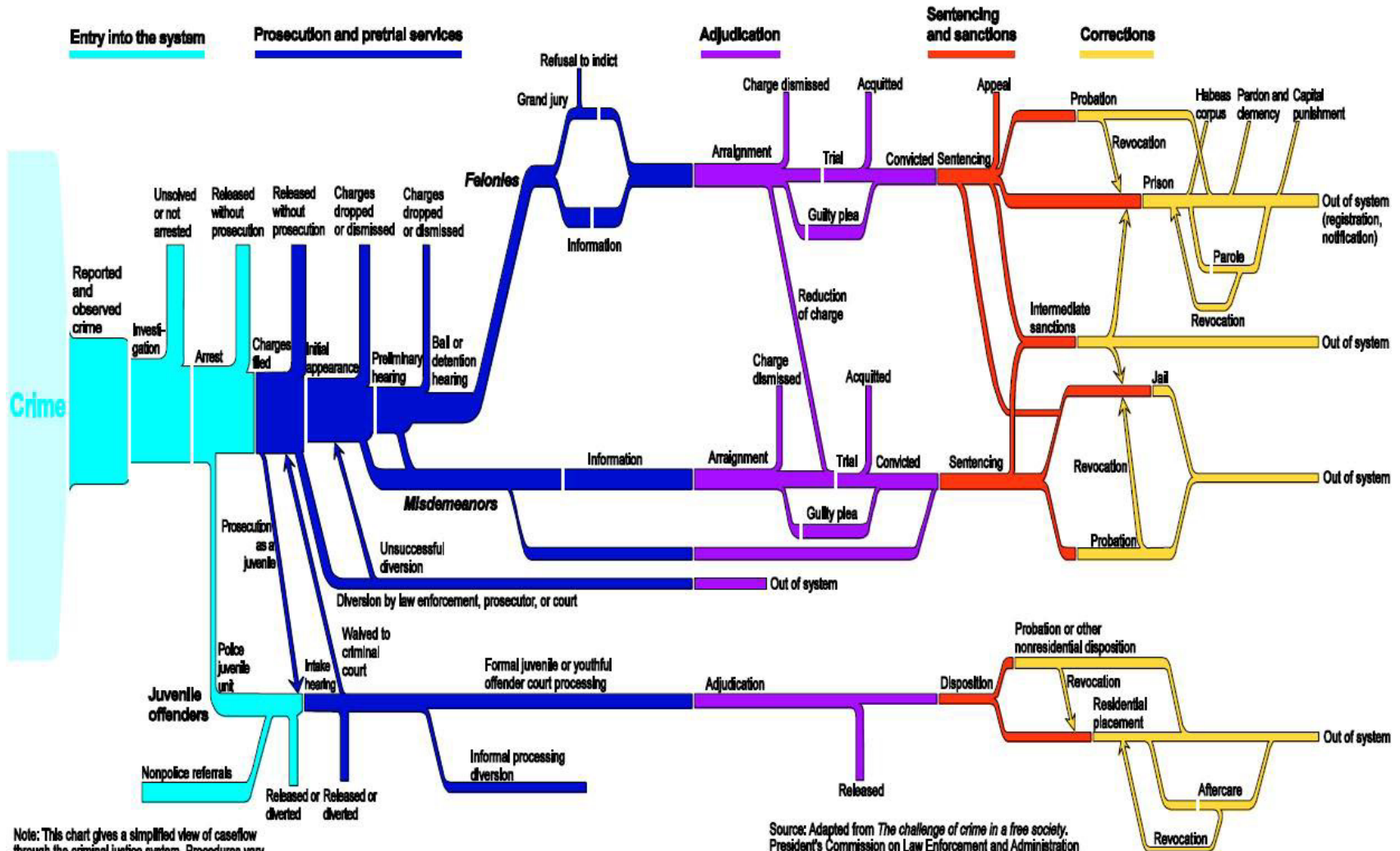
"SEC. 5. NATIONAL CRIME VICTIM'S SURVEY.

"Not later than 2 years after the date of enactment of this Act, as part of each National Crime Victim's Survey, the Attorney General shall include statistics relating to-

- "(1) the nature of crimes against individuals with developmental disabilities; and
- "(2) the specific characteristics of the victims of those crimes."

# Attachment 2 – BJS Criminal Justice Flowchart

What is the sequence of events in the criminal justice system?



Note: This chart gives a simplified view of caseload through the criminal justice system. Procedures vary among jurisdictions. The weights of the lines are not intended to show actual size of caseloads.

Source: Adapted from *The challenge of crime in a free society*. President's Commission on Law Enforcement and Administration of Justice, 1967. This revision, a result of the Symposium on the 30th Anniversary of the President's Commission, was prepared by the Bureau of Justice Statistics in 1997.

## Attachment 3- Screenshots from Study Questionnaire

Welcome to the 2022 Annual Surveys of Probation and Parole.

To begin, please enter the username and password that you received in the mail. If you need this information again or have technical difficulties, please contact the Agency Support Team at 1-866-334-4175.

Username

The user name field is required.

Password

The password field is required.

Log in



This Web site is funded through a grant from the Bureau of Justice Statistics, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided).



### General Information

Guernsey County Court of Common Pleas, welcome to the Annual Probation Survey.

Please complete the survey before **February 24, 2023**. If you need assistance or have any questions, please contact the RTI Agency Support Team at [bjis-aps-help@rti.org](mailto:bjis-aps-help@rti.org) or 1-866-334-4175.

#### Who is covered by this survey?

- **INCLUDE** all adults regardless of conviction status, who have been placed under the supervision of a probation agency as part of a court order. (Adults are persons subject to the jurisdiction of an adult court or correctional agency.)
- **INCLUDE** adult probationers legally your responsibility but supervised outside your jurisdiction, such as through an interstate compact agreement.
- **INCLUDE** adult probationers contracted out to private agencies.
- **INCLUDE** adult probationers on active supervision, including those who report electronically, or inactive supervision or in a residential/other treatment program but not in regular contact with a probation authority.
- **INCLUDE** absconders who have not been discharged from probation.
- **INCLUDE** adult probationers who may be under local jurisdiction but not reported separately by another agency.

#### Who is not covered by this survey?

- **EXCLUDE** juveniles (persons under the jurisdiction of a juvenile court or agency).
- **EXCLUDE** informal cases such as bench or paper cases.
- **EXCLUDE** interstate compact cases supervised by your jurisdiction for another state.
- **EXCLUDE** adult probationers supervised by your jurisdiction but legally the responsibility of another jurisdiction.

#### 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. Public reporting burden for this collection is estimated to average 1.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing this burden, to the Director, Bureau of Justice Statistics, 810 Seventh Street, NW, Washington, DC 20531; and to the Office of Management and Budget, OMB No. 1121-0064, Washington, DC 20503.

Continue



[Notice of Federal Funding and Federal Disclaimer](#)



**Question 1: Adult probation population on January 1, 2022**

On December 31, 2021, what was your agency's adult probation population?

Check if estimate  
 Don't know  
 Not applicable

On January 1, 2022, what was your agency's adult probation population?

Check if estimate  
 Don't know  
 Not applicable

**Note:**

- Click on the "General Information" tab at the top of the screen to see instructions for persons to INCLUDE and EXCLUDE

Provide additional comments if desired:

(2000 characters remaining)

[Back](#) [Next](#)

[Return to List of Survey Questions](#)



[Notice of Federal Funding and Federal Disclaimer](#)



**Question 6: Adult probation population by sex**

On December 31, 2022, how many adult probationers in your jurisdiction were –

a. Male

Check if estimate  
 Don't know  
 Not applicable

b. Female

Check if estimate  
 Don't know  
 Not applicable

c. Not known

Check if estimate  
 Don't know  
 Not applicable

d. Total- The total is the sum of items 6a-6c and should equal the total population on December 31, 2022 reported in Question 4.

Check if estimate  
 Don't know  
 Not applicable

Provide additional comments if desired:

(2000 characters remaining)

[Back](#) [Next](#)

[Return to List of Survey Questions](#)



[Notice of Federal Funding and Federal Disclaimer](#)



## Attachment 4: Screenshot from the ASPP website dashboard

# Respondents to the Annual Survey of Parole or Annual Survey of Probation have access to their agency's reported data via the APS dashboard

[Dashboard Home](#)  
[Population counts, entries, and exits](#)  
Adults on Probation by:  
[Sex](#)  
[Race and Ethnicity](#)  
[Most Serious Offense](#)  
[Offense Type](#)  
[Status of Supervision](#)  
[Download Data](#)

## Using the Annual Probation Survey Data Dashboard

The dashboard presents data from the Annual Probation Survey, as reported by participating agencies and courts. The data are offered in graphic and tabular forms. Users also have the option to download their data in a .csv file to create their own reports and visualizations.

### Data

What data are included?

The dashboard presents the reported data for your agency or court from 2010-2022. Only data reported by your agency or court are displayed. If a question was not answered in the survey, the answer will be shown as "missing."

Currently, the dashboard has visualizations for:

- Population counts, entries, and exits
- Adults on probation by
  - sex
  - race and ethnicity
  - most serious offense
  - offense type

Can other agencies see data for my agency or court?  
No. Data are available only to the agency or court that reported them. Also, data can only be viewed after logging in with the proper username and password.

Some of the data are not correct. How do I report that?  
[Contact us](#) if you have questions or concerns about your reported data.

[Dashboard Home](#)  
[Population counts, entries, and exits](#)  
Adults on Parole by:  
[Sex](#)  
[Race and Ethnicity](#)  
[Most Serious Offense](#)  
[Release Type](#)  
[Maximum Sentence](#)  
[Status of Supervision](#)  
[Download Data](#)

## Using the Annual Parole Survey Data Dashboard

The dashboard presents data from the Annual Parole Survey, as reported by participating agencies and courts. The data are offered in graphic and tabular forms. Users also have the option to download their data in a .csv file to create their own reports and visualizations.

### Data

What data are included?

The dashboard presents the reported data for your agency or court from 2010-2022. Only data reported by your agency or court are displayed. If a question was not answered in the survey, the answer will be shown as "missing."

Currently, the dashboard has visualizations for:

- Population counts, entries, and exits
- Adults on parole by
  - sex
  - race and ethnicity
  - most serious offense
  - maximum sentence to incarceration
  - type of release

Can other agencies see data for my agency or court?  
No. Data are available only to the agency or court that reported them. Also, data can only be viewed after logging in with the proper username and password.

Some of the data are not correct. How do I report that?  
[Contact us](#) if you have questions or concerns about your reported data.

# Responding agencies have access to a dashboard user guide, and links to other useful tools and reports

## Visualizations

Each visualization is presented as a bar graph, with a data table below. Missing data are not shown in the graphs. The graphs are interactive, allowing you to focus on the variables of interest.

Hovering over a variable in the bar graph will present data labels and counts for that year.



Hovering over the legend will highlight the variable of interest (as shown in the example for "Males")



Clicking on a variable in the legend turns it "off and on." By default, all variables are "on." In the example below, the user "off," thereby removing the data from the visualization.

## Analysis tools

Bureau of Justice Statistics (BJS) – Corrections Statistical Analysis Tool (CSAT) – Parole

<https://www.bjs.gov/parole/>

This dynamic analysis tool allows you to examine data collected by the Annual Parole Survey on persons sentenced as adults. It includes parolees who were conditionally released to parole supervision by parole board decision, by mandatory conditional release, through other types of post-custody conditional supervision, or as the result of a sentence to a term of supervised release.

Bureau of Justice Statistics (BJS) – Corrections Statistical Analysis Tool (CSAT) – Probation

<https://www.bjs.gov/probation/>

This dynamic analysis tool allows you to examine data collected by the Annual Probation Survey on adult probationers. It includes all adults, regardless of conviction status, who have been placed under the supervision of a probation agency as part of a court order. (Adults are persons subject to the jurisdiction of an adult court or correctional agency.)

## Reports and publications

Report: Probation and Parole in the United States, 2020

<https://bjs.ojp.gov/library/publications/probation-and-parole-united-states-2020>

This report is the 20th in a series that began in 1981 and provides national data on the adult population on probation or parole in 2020. Other probation and parole related publications are available from BJS at <https://bjs.ojp.gov/topics/corrections/community-corrections>

## Links

Bureau of Justice Statistics (BJS) – Community Corrections (Probation and Parole)

<https://bjs.ojp.gov/topics/corrections/community-corrections>

The Community Corrections portal at BJS includes information about the Annual Probation Survey and the Annual Parole Survey, as well as other community corrections data collections (former, active, and future). It also includes links to publications and products, related terms and definitions, and related links.

Bureau of Justice Statistics (BJS) - Annual Probation Survey and Annual Parole Survey

<https://bjs.ojp.gov/data-collection/annual-probation-survey-and-annual-parole-survey>

The Annual Probation Survey and Annual Parole Survey portal at BJS houses more detailed information on the two data collections as well as questionnaires and links to related publications, including the annual report.

American Probation and Parole Association

<http://www.appa-net.org/leweb/>

APPA provides training and technical assistance and research for its constituents and constituent partners, including a quarterly journal (*Perspectives*) and semi-monthly e-newsletter (*CC Headlines*). Information on the APPA-hosted semi-annual training institutes can also be found on the portal.

Association of Paroling Authorities International

<http://www.apaintl.org/>

APAI is an international association "dedicated to the accomplishment of public safety and successful offender reentry through training, education, standards of evidence-based research and best practices, providing peer-based technical assistance and support in collaboration with strategic partners."

# Users have the option to download their data in a .csv file to create their own reports and visualizations

## Downloading data

Reported data can be downloaded so that users can perform analysis or create visualizations.

To obtain reported data, navigate to the "Data Download" section on the menu. To download data in a .csv (comma-separated values) file, click "Export" button. The download will begin automatically.

Export

The .csv file includes the following data for

- Population counts, entries, and exits
- Adults on probation by
  - sex
  - race and ethnicity
  - most serious offense
  - offense type
  - status of supervision
  - supervision type
- Whether the agency reported individual
- Whether the agency had any probation
  - If so, how many
  - If so, whether they were included
- Whether the agency's year-end count from the year-end count
  - If so, how many
- Whether the agency was able to report they were on probation in that same
- Whether the agency's year-end count also on parole supervision
  - If so, how many
- in local jails
  - If so, how many
- in state or federal prison
  - If so, how many
- in a community-based correctional
  - If so, how many
- in an ICE holding facility
  - If so, how many
- Whether the agency's year-end count
  - If so, how many total and how

Export

|   | 2010    | 2011    | 2012    | 2013    | 2014    | 2015    | 2016    | 2017    | 2018    | 2019    | 2020    | 2021    |         |         |
|---|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Population on January 1   | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | 322     | Missing |         |         |
| Number of entries   | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | 0       | Missing |         |         |
| Probation without incarceration   | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing |         |         |
| Probation with incarceration  | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing |         |         |
| Other   | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing |         |         |
| Not known   | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing |         |         |
| Number of Exits   | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | 93      | Missing |         |         |
| Completions   | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | 92      | Missing |         |         |
| Returned to Incarceration   |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
| With new sentence   | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing |         |         |
| With revocation, without new sentence   | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing | Missing |         |         |
| To receive treatment  |         |         |         |         |         |         |         |         |         |         |         |         |         |         |
| Other   |         |         |         |         |         |         |         |         |         |         |         |         | 308     | Missing |
| Not known   |         |         |         |         |         |         |         |         |         |         |         |         | 3       | Missing |
| Absconder   |         |         |         |         |         |         |         |         |         |         |         |         | 7       | Missing |
| Discharged to a ward  |         |         |         |         |         |         |         |         |         |         |         |         | 23      | Missing |
| Transferred to another facility   |         |         |         |         |         |         |         |         |         |         |         |         | 53      | Missing |
| Death   |         |         |         |         |         |         |         |         |         |         |         |         | 169     | Missing |
| Other completions   |         |         |         |         |         |         |         |         |         |         |         |         | 5       | Missing |
| Other offenses  |         |         |         |         |         |         |         |         |         |         |         |         | 48      | Missing |
| Offense not known   |         |         |         |         |         |         |         |         |         |         |         |         | 1       | Missing |
| Other   |         |         |         |         |         |         |         |         |         |         |         |         | 22      | Missing |
| Unsatisfactory  |         |         |         |         |         |         |         |         |         |         |         |         | Yes     | Missing |
| Other   |         |         |         |         |         |         |         |         |         |         |         |         | 22      | Missing |
| Not known   |         |         |         |         |         |         |         |         |         |         |         |         | 22      | Missing |
| Population on December 31   |         |         |         |         |         |         |         |         |         |         |         |         | 22      | Missing |
| Whether 12/31 population includes probationers supervised out of state (interstate compact) |         |         |         |         |         |         |         |         |         |         |         |         | Yes     | Missing |
| Number supervised out of state (interstate compact)   |         |         |         |         |         |         |         |         |         |         |         |         | 22      | Missing |
| Probationers supervised for another state (interstate compact); included in 12/31 pop       |         |         |         |         |         |         |         |         |         |         |         |         | 22      | Missing |
| Number supervised for another state (interstate compact), included in 12/31 pop             |         |         |         |         |         |         |         |         |         |         |         |         | 22      | Missing |
| Able to report repeat offenders   |         |         |         |         |         |         |         |         |         |         |         |         | Yes     | Missing |
| Whether 12/31 pop includes probationers under parole supervision or in facilities           |         |         |         |         |         |         |         |         |         |         |         |         | 1       | Missing |
| Parole supervision  |         |         |         |         |         |         |         |         |         |         |         |         | 5       | Missing |
| Facility - jail   |         |         |         |         |         |         |         |         |         |         |         |         | 0       | Missing |
| Facility - prison   |         |         |         |         |         |         |         |         |         |         |         |         | 7       | Missing |
| Facility - community-based correctional facility  |         |         |         |         |         |         |         |         |         |         |         |         | 0       | Missing |
| Facility - ICE holding facility   |         |         |         |         |         |         |         |         |         |         |         |         | 308     | Missing |
| Total probation supervision placement   |         |         |         |         |         |         |         |         |         |         |         |         | 211     | Missing |
| Direct sentence to probation  |         |         |         |         |         |         |         |         |         |         |         |         | 10      | Missing |
| Split sentence  |         |         |         |         |         |         |         |         |         |         |         |         | 10      | Missing |
| Suspended execution of sentence to incarceration  |         |         |         |         |         |         |         |         |         |         |         |         | 77      | Missing |
| Suspended imposition of sentence  |         |         |         |         |         |         |         |         |         |         |         |         | Missing | Missing |
| Other type of probation supervision   |         |         |         |         |         |         |         |         |         |         |         |         | Missing | Missing |
| Type of probation supervision placement not known   |         |         |         |         |         |         |         |         |         |         |         |         | Missing | Missing |

## Contact Us

If you have questions or concerns, please don't hesitate to contact us

# Reported data are offered in graphic and tabular forms

[Dashboard Home](#)

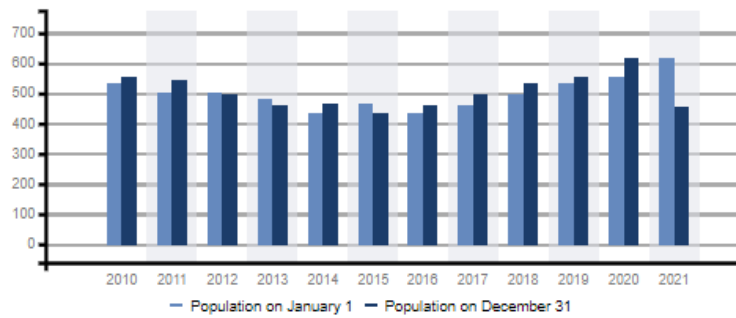
[Population counts, entries, and exits](#)

Adults on Parole by:

- [Sex](#)
- [Race and Ethnicity](#)
- [Most Serious Offense](#)
- [Release Type](#)
- [Maximum Sentence](#)
- [Status of Supervision](#)

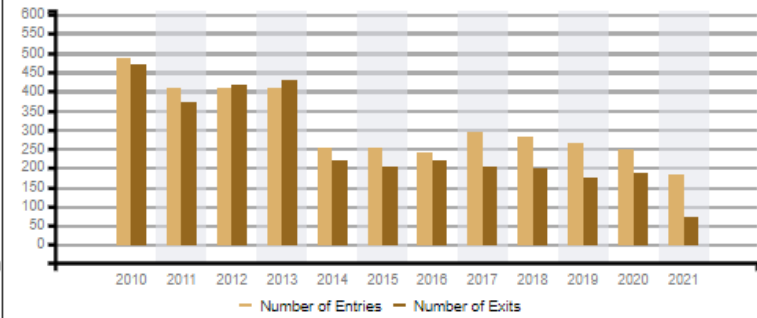
[Download Data](#)

Adults on Probation: Populations Reported on January 1 and December 31



|                           | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 |
|---------------------------|------|------|------|------|------|------|------|------|------|------|------|------|
| Population on January 1   | 537  | 505  | 505  | 481  | 435  | 468  | 433  | 460  | 497  | 535  | 557  | 619  |
| Population on December 31 | 558  | 543  | 498  | 459  | 468  | 433  | 460  | 497  | 535  | 557  | 619  | 458  |

Adults on Probation: Reported Entry and Exit Counts



|                   | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 |
|-------------------|------|------|------|------|------|------|------|------|------|------|------|------|
| Number of Entries | 488  | 411  | 410  | 408  | 254  | 254  | 239  | 296  | 283  | 267  | 250  | 182  |
| Number of Exits   | 469  | 373  | 417  | 430  | 221  | 204  | 220  | 204  | 199  | 173  | 188  | 72   |

Note: Data shown are as reported by your agency on the Annual Probation Survey, 2010-2021.



[Notice of Federal Funding and Federal Disclaimer](#)





# 2023 ANNUAL PAROLE SURVEY

U.S. Department of Justice, Bureau of Justice Statistics, and acting as collection agent: RTI International

Complete this survey before  
**March 1, 2024** using one of the  
following methods:

**Online**  
www.bjs-aps.org

**Mail**  
RTI International  
Research Operations Center  
ATTN: ASPP Data Capture  
5265 Capital Blvd.  
Raleigh, NC 27616

**Fax**  
1-866-509-7471

Please provide the contact information for the person filling out this form:

**Job title:**

**Name:**

**Address 1:**

**Address 2:**

**City:**  **State:**  **Zip Code:**

**Telephone:**  **Fax:**

**Email Address:**

**Agency UID:**

## Instructions

**Please provide a response to each question.**

- *If the answer to a question is **none** or **zero**:* Write "0" in the space provided.
- *If an exact numeric answer is **not available**:* Provide an estimate and check the *Estimate* box.
- *If you **do not know** the answer to a question:* Write "DK" (don't know) in the space provided.
- *If the question **does not apply** to your agency:* Check the *Not applicable* box (if present) or write "NA" in the space provided.

**Who is covered by this survey?**

- **Include** all persons sentenced as adults, who were conditionally released to parole supervision, by parole board decision, by mandatory conditional release, through other types of post-custody conditional supervision, or as the result of a sentence to a term of supervised release. (Adults are persons subject to the jurisdiction of an adult court or correctional agency.)
- **Include** adults on parole legally your responsibility but supervised outside your jurisdiction, such as through an interstate compact agreement.
- **Include** adults on parole on active supervision, including those who report electronically, or inactive supervision.
- **Include** adults on parole under your jurisdiction regardless of supervision status or sentence length.
- **Include** absconders who have not been discharged from parole.

**Who is not covered by this survey?**

- **Exclude** juveniles (persons under the jurisdiction of a juvenile court or corrections agency).
- **Exclude** interstate compact cases supervised by your jurisdiction for another state.
- **Exclude** adults on parole supervised by your jurisdiction but legally the responsibility of another jurisdiction.

***If you have any questions, contact RTI International at 1-866-334-4175 or bjs-aps-help@rti.org.***

## **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. Public reporting burden for this collection is estimated to average 95 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing this burden, to the Director, Bureau of Justice Statistics, 810 Seventh Street, NW, Washington, DC 20531; and to the Office of Management and Budget, OMB No. 1121-0064, Washington, DC 20503.

1. Our records show that on December 31, 2022 your agency was supervising [FILL POPULATION] adults on parole. Is this correct?

Yes

No → Please provide the correct number. If none, please enter 0. If an exact number is not available, please provide an estimate and check the "Estimate" box.

,

Estimate:

2. On January 1, 2023, how many adults on parole was your agency supervising?

If none, please enter 0. If an exact number is not available, please provide an estimate and check the "Estimate" box.

,

Estimate:

3. Between January 1, 2023, and December 31, 2023, how many adults entered parole by the following?

Do not include individuals already being supervised (reported above). If none, please enter 0. If an exact number is not available, please provide an estimate and check the "Estimate" box.

**Adults on parole**

a. **Discretionary release from prison.** Discretionary releases are persons who entered parole as a result of a parole board decision, Governor's pardon, or commutation of sentence.

,

Estimate:

b. **Mandatory release from prison.** Mandatory releases are persons who entered parole as a result of a determinate sentencing statute or good-time provision.

,

Estimate:

c. **Reinstatement of parole.** Reinstatements are persons returned to parole status, including discharged absconders whose cases were re-opened, revocations with immediate reinstatement, and offenders re-paroled at any time under the same sentence.

,

Estimate:

d. **Term of supervised release from prison.** Term of supervised release are persons sentenced by a judge to a fixed period of incarceration based on a determinate statute, immediately followed by a period of supervised release.

,

Estimate:

e. **Other. Please describe:**

,

Estimate:

f. **Not known.**

,

Estimate:

g. **Total entries.** (Each total should equal the sum of Questions 3a-3f.)

,

Estimate:

As you answer the remaining questions, please continue to enter a response in each box. If an exact number is not available, please provide an estimate and check the "Estimate" box.

4. Between January 1, 2023, and December 31, 2023, how many adults on parole were discharged from supervision for the following reasons?

**Adults on parole**

a. **Completions** (Adults on parole who served full-term sentences or who were released early due to a parole authority decision, commutation, or pardon.)     ,      Estimate:

b. **Returned to incarceration –**

i. **With new sentence** (Includes all adults on parole removed from parole supervision because of incarceration due to a sentence for a new offense.)     ,      Estimate:

ii. **With revocation, without new sentence** (Includes all adults on parole whose parole was revoked [e.g., violating a condition of their parole] and who were incarcerated under their current sentence.)     ,      Estimate:

iii. **To receive treatment** (Includes all adults on parole incarcerated in order to receive any type of treatment.)     ,      Estimate:

iv. **Other** (Includes adults on parole incarcerated pending a revocation, trial, sentencing, or others.) **Please describe:**     ,      Estimate:

v. **Not known** (Includes adults on parole who have been incarcerated, for whom the reason was unknown.)     ,      Estimate:

c. **Absconder** (Refers to absconders who have been discharged or are no longer in your system.)     ,      Estimate:

d. **Transferred to another probation agency** (Refers to adults on parole transferred to another agency if they are no longer in your record system.)     ,      Estimate:

e. **Death**     ,      Estimate:

f. **Other discharges –**

i. **Other completions** (Completions which did not fully meet the definition of Question 4a.) **Please describe:**     ,      Estimate:

ii. **Unsatisfactory** (Adults on parole who did not fulfill all conditions of their supervision or violated the conditions of their supervision but were not returned to incarceration [Question 4b] or discharged to a warrant or detainer [Question 4d]. Exclude absconders [Question 4c].) **Please describe:**     ,      Estimate:

g. **Other. Please describe:**     ,      Estimate:

h. **Not known**     ,      Estimate:

i. **Total discharges** (Should equal the sum of Questions 4a-4h.)     ,      Estimate:

5. On December 31, 2023, how many adults on parole was your agency supervising?

The number of adults on parole should equal the population on January 1 [Question 2], plus the total entering parole in 2023 [Question 3g], minus the total discharged from parole in 2023 [Question 4i].

,

Estimate:

6. Does the total population of adults on parole on December 31, 2023 (reported in Question 5) represent a count of adults on parole or cases?

Adults on Parole → Go to Question 8

Cases

7. About how many adults on parole do these cases represent?

,

Estimate:

8. On December 31, 2023, how many of the adults on parole (reported in Question 5), regardless of conviction status, had as their most serious offense –

Adults on parole

a. **Sex offense.** Include any forcible or nonforcible sex act. Exclude prostitution, commercialized vice, and offenses reported in Question 8b.

,

Estimate:

b. **Other violent offense.** Include murder, manslaughter, robbery, kidnapping, assault, and other violent offenses. Exclude offenses reported in Question 8a.

,

Estimate:

c. **Property offense.** Include burglary, larceny, motor vehicle theft, fraud, and other property offenses.

,

Estimate:

d. **Drug law violation.** Include unlawful possession, sale, use, distribution, importation, growing, or manufacturing of narcotic drugs.

,

Estimate:

e. **Weapon offense.**

,

Estimate:

f. **Other offense. Please describe:**

,

Estimate:

g. **Not known.**

,

Estimate:

h. **Total.** (Should equal the sum of Questions 8a-8g and should also equal the number reported in Question 5.)

,

Estimate:

9. On December 31, 2023, how many of the adults on parole your agency was supervising (reported in Question 5) had a maximum sentence to incarceration of –

**Adults on parole**

a. A year or less

,

Estimate:

b. More than a year

,

Estimate:

c. Not known

,

Estimate:

d. Total (Should equal the sum of Questions 9a-9c and should also equal the number reported in Question 5.)

,

Estimate:

10. On December 31, 2023, how many of the adults on parole (reported in Question 5) had a status of –

**Adults on parole**

a. Active. Include those required to regularly contact a parole authority in person, by mail, by telephone, or electronically.

,

Estimate:

b. Inactive.

,

Estimate:

c. Total. (Should equal the sum of Questions 10a-10b and should also equal the number reported in Question 5.)

,

Estimate:

11. On December 31, 2023, how many of the adults on parole (reported in Question 5) had a status of –

**Adults on parole**

a. Only have financial conditions remaining.

,

Estimate:

b. Absconder. Include those still on probation but who have failed to report and cannot be located.

,

Estimate:

c. Supervised out of jurisdiction. Include active and inactive adults on probation under your jurisdiction who are supervised by authorities of another jurisdiction.

,

Estimate:

d. Other. Please describe:

,

Estimate:

e. Not known.

,

Estimate:

12. Does your agency's total parole population on December 31, 2023 (reported in Question 5) include any persons who were also under probation supervision, or who were held in jail, prison, a community-based correctional facility, or a U.S. Bureau of Immigration and Customs Enforcement (ICE) holding facility?

Yes

No → Go to Question 14

13. Of the adults on parole your agency was supervising on December 31, 2023 (reported in Question 5), how many were –

Adults on parole

a. On probation supervision.

,

Estimate:

b. In local jails. Include evening confinements.

,

Estimate:

c. In a state or federal prison.

,

Estimate:

d. In an ICE holding facility.

,

Estimate:

14. On December 31, 2023, how many of the adults on parole (reported in Question 5) were being supervised following –

Adults on parole

a. Discretionary release from prison. Persons who entered supervision as a result of a parole board decision, Governor's pardon, or commutation of sentence.

,

Estimate:

b. Mandatory release from prison. Persons who entered supervision as a result of a determinate sentencing statute or good-time provision.

,

Estimate:

c. Special conditional release from prison. For example, medical release, early release for the terminally ill, or other special release.

,

Estimate:

d. Term of supervised release from prison. Persons who entered as a result of a sentence by a judge to a fixed period of incarceration based on a determinate statute, immediately followed by a fixed period of supervised release.

,

Estimate:

e. Other. Please describe:

,

Estimate:

f. Not known.

,

Estimate:

g. Total. (Should equal the sum of Questions 14a-14f and should also equal the number reported in Question 5.)

,

Estimate:

15. Are the following population types included in the total number of adults on parole on December 31, 2023 (reported in Question 5)? If yes, please provide the number.

|   | Included in the total number of adults on parole (Question 5)? |                                | → | (If yes) How many?  |
|---|--|--------------------------------|---|---|
|   | No   | Yes                            |   |   |
| a. Adults on probation for a misdemeanor or gross misdemeanor   | <input type="radio"/>  | <input type="radio"/> If yes → |   | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| b. Adults on probation for a felony   | <input type="radio"/>  | <input type="radio"/> If yes → |   | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| c. Adults who have been released from prison to a residential treatment facility (e.g., alcohol or drug treatment, mental health treatment, etc.) | <input type="radio"/>  | <input type="radio"/> If yes → |   | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| d. Adults on some other type of post-custody conditional release. Please describe:<br><input type="text"/>  | <input type="radio"/>  | <input type="radio"/> If yes → |   | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| e. Adults awaiting trial  | <input type="radio"/>  | <input type="radio"/> If yes → |   | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| f. Adults in prison   | <input type="radio"/>  | <input type="radio"/> If yes → |   | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| g. Adults in jail   | <input type="radio"/>  | <input type="radio"/> If yes → |   | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| h. Other offense. Please describe:<br><input type="text"/>  | <input type="radio"/>  | <input type="radio"/> If yes → |   | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |

16. On December 31, 2023, how many of the adults on parole your agency was supervising (reported in Question 5) were –

|   | Adults on parole  |
|---|---|
| a. Male   | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| b. Female   | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| c. Not known  | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| d. Total (Should equal the sum of Questions 16a-16c and should also equal the number reported in Question 5.) | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |

17. On December 31, 2023, how many of the adults on parole your agency was supervising (reported in Question 5) were –

**Adults on parole**

a. **White (not of Hispanic origin).** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

,

Estimate:

b. **Black or African American (not of Hispanic origin).** A person having origins in any of the black racial groups of Africa.

,

Estimate:

c. **Hispanic or Latino.** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

,

Estimate:

d. **American Indian/Alaska Native (not of Hispanic origin).** A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment).

,

Estimate:

e. **Asian (not of Hispanic origin).** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

,

Estimate:

f. **Native Hawaiian/Other Pacific Islander (not of Hispanic origin).** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

,

Estimate:

g. **Two or more races (not of Hispanic origin).**

,

Estimate:

j. **Additional categories in your information system. Please describe:**

,

Estimate:

h. **Not known.**

,

Estimate:

i. **Total.** (Should equal the sum of Questions 17a-17h and should also equal the number reported in Question 5.)

,

Estimate:



# 2023 ANNUAL PROBATION SURVEY

U.S. Department of Justice, Bureau of Justice Statistics, and acting as collection agent: RTI International

Please complete this survey before **March 1, 2024** using one of the following methods:

**Online:** [www.bjs-aps.org](http://www.bjs-aps.org)

**Mail:** RTI International  
Research Operations Center  
ATTN: ASPP Data Capture  
5265 Capital Blvd.  
Raleigh, NC 27616

**Fax:** 1-866-509-7471

Please provide the contact information for the person filling out this form:

**Job title:**

**Name:**

**Address 1:**

**Address 2:**

**City:**

**State:**

**Zip Code:**

**Telephone:**

**Fax:**

**Email Address:**

**Agency UID:**

*If you have any questions, contact RTI International at 1-866-334-4175 or [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org).*

#### 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. Public reporting burden for this collection is estimated to average 150 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing this burden, to the Director, Bureau of Justice Statistics, 810 Seventh Street, NW, Washington, DC 20531; and to the Office of Management and Budget, OMB No. 1121-0064, Washington, DC 20503.

## Instructions

- **Please provide a response to each question.**
  - *If the answer to a question is **none** or **zero**:* Write “0” in the space provided.
  - *If an exact numeric answer is **not available**:* Provide an estimate and check the *Estimate* box.
  - *If you **do not know** the answer to a question:* Write “DK” (don’t know) in the space provided.
  - *If the question **does not apply** to your agency:* Check the *Not applicable* box (if present) or write “NA” in the space provided.
- **Who is covered by this survey?**
  - **Include** all adults who have been placed under the supervision of a probation agency as part of a court order, regardless of conviction status. *The term “adults” refers to all persons under the jurisdiction of an adult court or correctional agency, regardless of age.*
  - **Include** adults on probation legally your responsibility but supervised outside your jurisdiction, such as through an interstate compact agreement.
  - **Include** adults on probation contracted out to private agencies.
  - **Include** adults on active felony or misdemeanor probation supervision, including those who report electronically, on inactive supervision, or in a residential/other treatment program but not in regular contact with a probation authority.
  - **Include** absconders (adults on probation who had failed to report and could not be located) who have not been discharged from probation.
  - **Include** adults on probation who may be under local jurisdiction but not reported separately by another agency.
- **Who is not covered by this survey?**
  - **Exclude** juveniles (persons under the jurisdiction of a juvenile court or corrections agency).
  - **Exclude** informal cases such as bench or paper cases.
  - **Exclude** interstate compact cases supervised by your jurisdiction for another state.
  - **Exclude** adults on probation supervised by your jurisdiction but legally the responsibility of another jurisdiction.

1. Our records show that on December 31, 2022 your agency was supervising [FILL POPULATION] adults on probation. Is this correct?

Yes

No → Please provide the correct number. *If none, please enter 0. If an exact number is not available, please provide an estimate and check the “Estimate” box.*

,  
  
 Estimate:

2. On January 1, 2023, how many of the following types of adults on probation was your agency supervising? If your agency was supervising individuals who had more than one type of charge, please report them in the category that represents their most serious offense. *If none, please enter 0 for all population types as appropriate. If an exact number is not available, please provide an estimate and check the “Estimate” box.*

Adults on felony probation supervised on January 1, 2023

,  
  
 Estimate:

Adults on misdemeanor probation supervised on January 1, 2023

,  
  
 Estimate:

Other adults on probation supervised on January 1, 2023

,  
  
 Estimate:

Unknown types of adults on probation supervised on January 1, 2023

,  
  
 Estimate:

For the remainder of the survey, those whose most serious offense is a felony will be referred to as “adults on felony probation” and those whose most serious offense is a misdemeanor will be referred to as “adults on misdemeanor probation.” If an adult on probation had more than one type of charge, please report them in the category that represents their most serious offense.

3. Between January 1, 2023, and December 31, 2023, how many adults on felony or misdemeanor probation entered probation by the following? *Do not include individuals already being supervised (reported above). Select “Not applicable” if your agency did not supervise that type of adult on probation in 2023. Otherwise, please provide the number or enter 0. If an exact number is not available, please provide an estimate and check the “Estimate” box.*

Adults on felony probation

Not Applicable:

Adults on misdemeanor probation

Not Applicable:

a. **Probation without incarceration.** Probation without incarceration is a sentence to probation with no jail or prison term.

,  
  
 Estimate:

,  
  
 Estimate:

b. **Probation with incarceration.** Probation with incarceration is a sentence to probation with a term of incarceration in jail or prison (e.g., those individuals who entered probation from a correctional facility). Include all split sentences to probation and incarceration.

,  
  
 Estimate:

,  
  
 Estimate:

c. **Other. Please describe:**

,  
  
 Estimate:

,  
  
 Estimate:

d. **Not known.**

,  
  
 Estimate:

,  
  
 Estimate:

e. **Total entries.** *(Each total should equal the sum of Questions 3a-3d.)*

,  
  
 Estimate:

,  
  
 Estimate:

As you answer the remaining questions, please continue to enter a response in each box. If an exact number is not available, please provide an estimate and check the "Estimate" box.

4. Between January 1, 2023, and December 31, 2023, how many adults on felony or misdemeanor probation were discharged from supervision for the following reasons?

|   | <u>Adults on felony probation discharged in 2023</u><br>Not Applicable: <input type="checkbox"/>  | <u>Adults on misdemeanor probation discharged in 2023</u><br>Not Applicable: <input type="checkbox"/>   |
|---|---|---|
| a. <b>Completions</b> (Adults on probation who completed their sentence and were discharged or who were discharged early.)  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| <b>b. Returned to incarceration –</b>   |   |   |
| i. <b>With new sentence</b> (Includes all adults on probation and returned absconders removed from probation supervision because of incarceration due to a sentence for a new offense.)   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| ii. <b>With revocation, without new sentence</b> (Includes all adults on probation and returned absconders whose probation was revoked [e.g., violating a condition of their probation] and who were incarcerated under their current sentence.)  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| iii. <b>To receive treatment</b> (Includes all adults on probation incarcerated in order to receive any type of treatment.)   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| iv. <b>Other</b> (Includes adults on probation incarcerated pending a revocation, trial, sentencing, or others.) <b>Please describe:</b><br><input type="text"/>  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| v. <b>Not known</b> (Includes adults on probation who have been incarcerated, for whom the reason was unknown.)   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| c. <b>Absconder</b> (Refers to absconders who have been discharged or are no longer in your system.)  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| d. <b>Discharged to a warrant or retainer</b>   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| e. <b>Transferred to another probation agency</b> (Refers to adults on probation transferred to another agency if they are no longer in your record system.)  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| f. <b>Death</b>   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| <b>g. Other discharges –</b>  |   |   |
| i. <b>Other completions</b> (Completions which did not fully meet the definition of Question 4a.) <b>Please describe:</b><br><input type="text"/>   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| ii. <b>Unsatisfactory</b> (Adults on probation who did not fulfill all conditions of their supervision or violated the conditions of their supervision but were not incarcerated [Question 4b] or discharged to a warrant or retainer [Question 4d]. Exclude absconders [Question 4c].) <b>Please describe:</b><br><input type="text"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| h. <b>Other. Please describe:</b><br><input type="text"/>   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| i. <b>Not known</b>   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| j. <b>Total discharges</b> (Should equal the sum of Questions 4a-4h.)   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |

5. On December 31, 2023, how many of the following types of adults on probation was your agency supervising? If your agency was supervising individuals who had more than one type of charge, please report them in the category that represents their most serious offense.

The number of adults on felony or misdemeanor probation should equal the population on January 1 [Question 2], plus the total entering probation in 2023 [Question 3e], minus the total discharged from probation in 2023 [Question 4j].

**Adults on felony probation supervised on December 31, 2023**

    ,    

Estimate:

**Adults on misdemeanor probation supervised on December 31, 2023**

    ,    

Estimate:

**Other adults on probation supervised on December 31, 2023**

    ,    

Estimate:

**Unknown types of adults on probation supervised on December 31, 2023**

    ,    

Estimate:

6. Does the total population of adults on felony probation on December 31, 2023 (reported in Question 5) represent a count of adults on felony probation or cases?

Not applicable (no adults on felony probation reported) → **Go to Question 8**

Count of adults on felony probation → **Go to Question 8**

Cases

7. About how many adults on felony probation do these cases represent?

    ,    

Estimate:

8. Does the total population of adults on misdemeanor probation on December 31, 2023 (reported in Question 5) represent a count of adults on misdemeanor probation or cases?

Not applicable (no adults on misdemeanor probation reported) → **Go to Question 10**

Count of adults on misdemeanor probation → **Go to Question 10**

Cases

9. About how many adults on misdemeanor probation do these cases represent?

    ,    

Estimate:

10. On December 31, 2023, how many of the adults on felony or misdemeanor probation (reported in Question 5), regardless of conviction status, had as their most serious offense –

|  | <u>Adults on felony probation</u>  | <u>Adults on misdemeanor probation</u>   |
|--|--|--|
|  | Not Applicable: <input type="checkbox"/>   | Not Applicable: <input type="checkbox"/>   |
| a. <b>Domestic violence.</b> Include abuse, cruelty, abandonment, or threat to a spouse, intimate partner, or dependent child. Exclude offenses reported in Questions 10b and 10c. | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| b. <b>Sex offense.</b> Include any forcible or nonforcible sex act. Exclude prostitution, commercialized vice, and offenses reported in Questions 10a and 10c.                     | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| c. <b>Other violent offense.</b> Include murder, manslaughter, robbery, kidnapping, assault, and other violent offenses. Exclude offenses reported in Questions 10a and 10b.       | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| d. <b>Property offense.</b> Include burglary, larceny, motor vehicle theft, fraud, and other property offenses.  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| e. <b>Drug law violation.</b> Include unlawful possession, sale, use, distribution, importation, growing, or manufacturing of narcotic drugs.                                      | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| f. <b>Driving while intoxicated or under the influence of alcohol or drugs.</b>  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| g. <b>Other traffic offense.</b> Exclude offenses reported in Question 10f.  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| h. <b>Other offense. Please describe:</b><br><input style="width: 400px; height: 20px;" type="text"/>  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| i. <b>Not known.</b>   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| j. <b>Total.</b> (Each total should equal the sum of Questions 10a-10i and should also equal the number reported in Question 5.)   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |

11. Does your agency's total probation population on December 31, 2023 (reported in Question 5) include any persons who were also under parole supervision, or who were held in jail, prison, a community-based correctional facility, or a U.S. Bureau of Immigration and Customs Enforcement (ICE) holding facility?

- Yes
- No → **Go to Question 13**

12. (If Question 11 = Yes) Of the adults on probation your agency was supervising on December 31, 2023 (reported in Question 5), how many adults on felony or misdemeanor probation were –

|  | <u>Adults on felony probation</u>   | <u>Adults on misdemeanor probation</u>  |
|--|---|---|
|  | Not Applicable: <input type="checkbox"/>  | Not Applicable: <input type="checkbox"/>  |
| a. On parole supervision.                        | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| b. In local jails. Include evening confinements. | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| c. In a state or federal prison.                 | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| d. In a community-based correctional facility.   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| e. In an ICE holding facility.                   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |

13. Of those on probation on December 31, 2023 (reported in Question 5), how many adults on felony or misdemeanor probation were placed on probation supervision through –

|   | <u>Adults on felony probation</u>   | <u>Adults on misdemeanor probation</u>  |
|---|---|---|
|   | Not Applicable: <input type="checkbox"/>  | Not Applicable: <input type="checkbox"/>  |
| a. Direct sentence to probation.  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| b. Split sentence. (Incarceration combined with probation.)   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| c. Suspended execution of sentence to incarceration. (Incarceration sentence imposed and then suspended.)                 | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| d. Suspended imposition of sentence. (Persons not fully adjudicated, e.g., probation before verdict.)                     | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| e. Other. Please describe:<br><input style="width: 400px; height: 20px;" type="text"/>                                    | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| f. Not known.   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| g. Total. (Each total should equal the sum of Questions 13a-13f and should also equal the number reported in Question 5.) | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |

14. On December 31, 2023, how many of the adults on felony or misdemeanor probation (reported in Question 5) had a status of –

|  | <u>Adults on felony probation</u>  | <u>Adults on misdemeanor probation</u>   |
|--|--|--|
|  | Not Applicable: <input type="checkbox"/>   | Not Applicable: <input type="checkbox"/>   |
| a. <b>Active.</b> Include those required to regularly contact a probation authority in person, by mail, by telephone, or electronically. | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| b. <b>Inactive.</b>  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| c. <b>Total.</b> (Each total should equal the sum of Questions 14a-14b and should also equal the number reported in Question 5.)         | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |

15. On December 31, 2023, how many of the adults on felony or misdemeanor probation (reported in Question 5) had a status of –

|  | <u>Adults on felony probation</u>  | <u>Adults on misdemeanor probation</u>   |
|--|--|--|
|  | Not Applicable: <input type="checkbox"/>   | Not Applicable: <input type="checkbox"/>   |
| a. <b>Only have financial conditions remaining.</b>  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| b. <b>On supervised or administrative probation.</b>   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| c. <b>Absconder.</b> Include those still on probation but who have failed to report and cannot be located.   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| d. <b>Warrant status.</b>  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| e. <b>Supervised out of jurisdiction.</b> Include active and inactive adults on probation under your jurisdiction who are supervised by authorities of another jurisdiction. | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| f. <b>Other. Please describe:</b><br><input style="width: 400px; height: 20px;" type="text"/>  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |
| g. <b>Not known.</b>   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> ,<br><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br>Estimate: <input type="checkbox"/> |



16. Are the following population types included in the total number of adults on probation on December 31, 2023 (reported in Question 5)? If yes, please provide the number.

|  | Included in the total number of adults on probation (Question 5)? |                                | (If yes) How many?  |
|--|---|--------------------------------|---|
|  | No  | Yes                            |   |
| a. Adults on parole  | <input type="radio"/>   | <input type="radio"/> If yes → | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| b. Adults who have been released from prison to serve a period of time under community supervision         | <input type="radio"/>   | <input type="radio"/> If yes → | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| c. Adults on some other type of post-custody conditional release. Please describe:<br><input type="text"/> | <input type="radio"/>   | <input type="radio"/> If yes → | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| d. Adults awaiting trial   | <input type="radio"/>   | <input type="radio"/> If yes → | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| e. Adults serving a term of pre-trial probation or other type of probation prior to conviction             | <input type="radio"/>   | <input type="radio"/> If yes → | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| f. Adults in prison  | <input type="radio"/>   | <input type="radio"/> If yes → | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| g. Adults in jail  | <input type="radio"/>   | <input type="radio"/> If yes → | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| h. Other offense. Please describe:<br><input type="text"/>   | <input type="radio"/>   | <input type="radio"/> If yes → | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |

17. On December 31, 2023, how many of the adults on felony or misdemeanor probation your agency was supervising (reported in Question 5) were –

|  | <u>Adults on felony probation</u>   | <u>Adults on misdemeanor probation</u>  |
|--|---|---|
|  | Not Applicable: <input type="checkbox"/>                                      | Not Applicable: <input type="checkbox"/>                                      |
| a. Male  | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| b. Female  | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| c. Not known   | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |
| d. Total (Each total should equal the sum of Questions 17a-17c and should also equal the number reported in Question 5.) | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> | <input type="text"/> , <input type="text"/><br>Estimate: <input type="text"/> |

18. On December 31, 2023, how many of the adults on felony or misdemeanor probation your agency was supervising (reported in Question 5) were –

|   | <u>Adults on felony probation</u>  | <u>Adults on misdemeanor probation</u>   |
|---|--|--|
|   | Not Applicable: <input type="checkbox"/>   | Not Applicable: <input type="checkbox"/>   |
| a. <b>White (not of Hispanic origin).</b> A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| b. <b>Black or African American (not of Hispanic origin).</b> A person having origins in any of the black racial groups of Africa.  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| c. <b>Hispanic or Latino.</b> A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| d. <b>American Indian/Alaska Native (not of Hispanic origin).</b> A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment).  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| e. <b>Asian (not of Hispanic origin).</b> A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| f. <b>Native Hawaiian/Other Pacific Islander (not of Hispanic origin).</b> A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| g. <b>Two or more races (not of Hispanic origin).</b>   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| k. <b>Additional categories in your information system.</b><br>Please describe:<br><input style="width: 400px; height: 20px;" type="text"/>   | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| h. <b>Not known.</b>  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |
| i. <b>Total.</b> (Each total should equal the sum of Questions 18a-18h and should also equal the number reported in Question 5.)  | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> | <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/><br><i>Estimate:</i> <input type="checkbox"/> |

**2023 ANNUAL PROBATION SURVEY (SHORT FORM)**

U.S. Department of Justice, Bureau of Justice Statistics, and acting as collection agent: RTI International

Complete this survey before  
**March 1, 2024** using one of the  
following methods:

**Online**  
www.bjs-aps.org

**Mail**  
RTI International  
Research Operations Center  
ATTN: ASPP Data Capture  
5265 Capital Blvd.  
Raleigh, NC 27616

**Fax**  
1-866-509-7471

Please provide the contact information for the person filling out this form:

|                       |   |                                    |                                       |
|-----------------------|---|------------------------------------|---------------------------------------|
| <b>Job title:</b>     | <input type="text"/>                            |                                    |                                       |
| <b>Name:</b>          | <input type="text"/>                            |                                    |                                       |
| <b>Address 1:</b>     | <input type="text"/>                            |                                    |                                       |
| <b>Address 2:</b>     | <input type="text"/>                            |                                    |                                       |
| <b>City:</b>          | <input type="text"/>                            | <b>State:</b> <input type="text"/> | <b>Zip Code:</b> <input type="text"/> |
| <b>Telephone:</b>     | <input type="text"/>                            | <b>Fax:</b>                        | <input type="text"/>                  |
| <b>Email Address:</b> | <input type="text"/>                            |                                    |                                       |
| <b>Agency UID:</b>    | <input type="text" value="[Pre-filled field]"/> |                                    |                                       |

**Instructions**

**Please provide a response to each question.**

- *If the answer to a question is **none** or **zero**:* Write "0" in the space provided.
- *If an exact numeric answer is **not available**:* Provide an estimate and check the *Estimate* box.
- *If you **do not know** the answer to a question:* Write "DK" (don't know) in the space provided.
- *If the question **does not apply** to your agency:* Check the *Not applicable* box (if present) or write "NA" in the space provided.

**Who is covered by this survey?**

- **Include** all adults on misdemeanor probation who have been placed under the supervision of a probation agency as part of a court order, regardless of conviction status. *The term "adults" refers to all persons under the jurisdiction of an adult court or correctional agency, regardless of age.*
- **Include** adults on misdemeanor probation legally your responsibility but supervised outside your jurisdiction, such as through an interstate compact agreement.
- **Include** adults on misdemeanor probation contracted out to private agencies.
- **Include** adults on misdemeanor probation who are on active supervision, including those who report electronically, on inactive supervision, or in a residential/other treatment program but not in regular contact with a probation authority.
- **Include** absconders (probationers who had failed to report and could not be located) who have not been discharged from probation.
- **Include** adults on misdemeanor probation who may be under local jurisdiction but not reported separately by another agency.

**Who is not covered by this survey?**

- **Exclude** juveniles (persons under the jurisdiction of a juvenile court or corrections agency).
- **Exclude** informal cases such as bench or paper cases.
- **Exclude** interstate compact cases supervised by your jurisdiction for another state.
- **Exclude** adult probationers supervised by your jurisdiction but legally the responsibility of another jurisdiction.
- **Exclude** adult probationers whose most serious offense is not a misdemeanor.

***If you have any questions, contact RTI International at 1-866-334-4175 or bjs-aps-help@rti.org.***

**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. Public reporting burden for this collection is estimated to average 20 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing this burden, to the Director, Bureau of Justice Statistics, 810 Seventh Street, NW, Washington, DC 20531; and to the Office of Management and Budget, OMB No. 1121-0064, Washington, DC 20503.

1. Our records show that on December 31, 2022 your agency was supervising [FILL POPULATION] adults on misdemeanor probation. Is this correct?

Yes

No → Please provide the correct number. If none, please enter 0. If an exact number is not available, please provide an estimate and check the “Estimate” box.

,

Estimate:

2. On January 1, 2023, how many adults on misdemeanor probation was your agency supervising?

If none, please enter 0. If an exact number is not available, please provide an estimate and check the “Estimate” box.

,

Estimate:

3. Between January 1, 2023, and December 31, 2023, how many adults on misdemeanor probation entered probation? Do not include individuals already being supervised (reported above).

If none, please enter 0. If an exact number is not available, please provide an estimate and check the “Estimate” box.

,

Estimate:

4. Between January 1, 2023, and December 31, 2023, how many adults on misdemeanor probation were discharged from supervision?

If none, please enter 0. If an exact number is not available, please provide an estimate and check the “Estimate” box.

,

Estimate:

5. On December 31, 2023, how many adults on misdemeanor probation was your agency supervising?

The number of adults on misdemeanor probation should equal the population on January 1 [Question 2], plus the total entering probation in 2023 [Question 3], minus the total discharged from probation in 2023 [Question 4].

If none, please enter 0. If an exact number is not available, please provide an estimate and check the “Estimate” box.

,

Estimate:

6. On December 31, 2023, was your agency supervising any adults on felony probation?

Yes

No

7. Do you anticipate that your agency may supervise any adults on felony probation in 2024?

Yes

No



downtime, maintenance, repair, and cleanup, and a typical or representative product mix); and

(c) the quantity and value of your firm's(s') exports to the United States of *Subject Merchandise* and, if known, an estimate of the percentage of total exports to the United States of *Subject Merchandise* from the *Subject Country* accounted for by your firm's(s') exports.

(12) Identify significant changes, if any, in the supply and demand conditions or business cycle for the *Domestic Like Product* that have occurred in the United States or in the market for the *Subject Merchandise* in the *Subject Country* after 2016, and significant changes, if any, that are likely to occur within a reasonably foreseeable time. Supply conditions to consider include technology; production methods; development efforts; ability to increase production (including the shift of production facilities used for other products and the use, cost, or availability of major inputs into production); and factors related to the ability to shift supply among different national markets (including barriers to importation in foreign markets or changes in market demand abroad). Demand conditions to consider include end uses and applications; the existence and availability of substitute products; and the level of competition among the *Domestic Like Product* produced in the United States, *Subject Merchandise* produced in the *Subject Country*, and such merchandise from other countries.

(13) (OPTIONAL) A statement of whether you agree with the above definitions of the *Domestic Like Product* and *Domestic Industry*; if you disagree with either or both of these definitions, please explain why and provide alternative definitions.

*Authority:* This proceeding is being conducted under authority of title VII of the Tariff Act of 1930; this notice is published pursuant to § 207.61 of the Commission's rules.

By order of the Commission.

Issued: April 25, 2023.

**Lisa Barton,**

*Secretary to the Commission.*

[FR Doc. 2023-09023 Filed 4-28-23; 8:45 am]

BILLING CODE 7020-02-P

## INTERNATIONAL TRADE COMMISSION

[Investigation No. 731-1330 (Review)]

### Diocetyl Terephthalate From South Korea; Cancellation of Hearing for Full Five-Year Review

**AGENCY:** International Trade Commission.

**ACTION:** Notice.

**DATES:** April 25, 2023.

#### FOR FURTHER INFORMATION CONTACT:

Christopher Robinson ((202) 205-2602), Office of Industry and Competitive Analysis, U.S. International Trade Commission, 500 E Street SW, Washington, DC 20436. Hearing-impaired persons can obtain information on this matter by contacting the Commission's TDD terminal on 202-205-1810. Persons with mobility impairments who will need special assistance in gaining access to the Commission should contact the Office of the Secretary at 202-205-2000. General information concerning the Commission may also be obtained by accessing its internet server (<http://www.usitc.gov>). The public record for this review may be viewed on the Commission's electronic docket (EDIS) at <http://edis.usitc.gov>.

**SUPPLEMENTARY INFORMATION:** On December 16, 2022, the Commission established a schedule for the conduct of the full five-year review (87 FR 78708, December 22, 2022). On April 18, 2023, counsel for Eastman Chemical Company filed a request that the Commission cancel the scheduled hearing for this review given the lack of respondent interested party participation. On April 21, 2023, counsel for Eastman Chemical Company filed a request to appear at the hearing, contingent on the Commission's response to the request to cancel the hearing. Counsel indicated a willingness to respond to any Commission questions. No other party submitted a request to appear at the hearing. Consequently, the public hearing in connection with this review, scheduled to begin at 9:30 a.m. on Thursday, April 27, 2023, is cancelled. Parties to this review should respond to any written questions posed by the Commission in their posthearing briefs, which are due to be filed on May 5, 2023.

For further information concerning this review see the Commission's notice cited above and the Commission's Rules of Practice and Procedure, part 201, subparts A and B (19 CFR part 201), and part 207, subparts A, D, E, and F (19 CFR part 207).

*Authority:* This review is being conducted under authority of title VII of the Tariff Act of 1930; this notice is published pursuant to section 207.62 of the Commission's rules.

By order of the Commission.

Issued: April 26, 2023.

**Lisa Barton,**

*Secretary to the Commission.*

[FR Doc. 2023-09137 Filed 4-28-23; 8:45 am]

BILLING CODE 7020-02-P

## DEPARTMENT OF JUSTICE

[OMB Number 1121-0064]

### Agency Information Collection Activities; Proposed eCollection Activities; Revision of a Currently Approved Collection; Annual Surveys of Probation and Parole

**AGENCY:** Bureau of Justice Statistics, Department of Justice.

**ACTION:** 60-day notice.

**SUMMARY:** The Department of Justice (DOJ), Office of Justice Programs, Bureau of Justice Statistics, will be submitting the following information collection request to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995.

**DATES:** Comments are encouraged and will be accepted for 60 days until June 30, 2023.

**FOR FURTHER INFORMATION CONTACT:** If you have additional comments especially on the estimated public burden or associated response time, suggestions, or need a copy of the proposed information collection instrument with instructions or additional information, please contact Danielle Kaeble, Bureau of Justice Statistics, 810 Seventh Street NW, Washington, DC 20531 (email: [Danielle.Kaebler@usdoj.gov](mailto:Danielle.Kaebler@usdoj.gov); telephone: 202-598-1024).

**SUPPLEMENTARY INFORMATION:** Written comments and suggestions from the public and affected agencies concerning the proposed collection of information are encouraged. Your comments should address one or more of the following four points:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the Bureau of Justice Statistics, including whether the information will have practical utility;
- Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information,

including the validity of the methodology and assumptions used;—Evaluate whether and if so how the quality, utility, and clarity of the information to be collected can be enhanced; and—Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

*Abstract:* These establishment surveys provide BJS with the capacity to report annually on changes in the size and composition of the community corrections populations in the United States. The surveys also track key outcomes of offenders on probation or parole, such as completion of supervision terms and return to incarceration (or recidivism). Data are collected from the known universe of probation and parole supervising agencies, using central reporters wherever possible to minimize burden the public. The ASPP provides the only national level, regularly collected, data on the community corrections

populations, and, as such, they inform this key stage of the criminal justice process. Revisions include an updated frame of probation agencies including additional misdemeanor only supervising agencies, as well changes to the probation survey forms (CJ-8 and CJ-8M) to collect information separately for felony and misdemeanor probation.

Overview of this information collection:

1. *Type of Information Collection:* Revision of a previously approved collection.
2. *The Title of the Form/Collection:* Annual Surveys of Probation and Parole.
3. *The agency form number, if any, and the applicable component of the Department sponsoring the collection:* The Annual Surveys of Probation and Parole (ASPP) contain three forms: CJ-7: Annual Parole Survey CJ-8: Annual Probation Survey and CJ-8M: Annual Probation Survey (Misdemeanant Supervision Only). The applicable component within the Department of Justice is the Bureau of Justice Statistics (BJS), in the Office of Justice Programs.
4. *Affected public who will be asked or required to respond as well as the obligation:* The affected public is

Federal Government. The obligation to respond is voluntary.

5. *An estimate of the total number of respondents and the amount of time estimated for an average respondent to respond:* The ASPP will collect data from approximately 860 supervising agencies. The ASPP will collect data from approximately 860 supervising agencies. For each data collection cycle, we estimate an average burden of 96 minutes for the survey form CJ-7, 150 minutes for the updated survey form CJ-8, and 20 minutes for the updated survey form CJ-M. If needed, respondents to the CJ-7 and CJ-8 will be contacted by email or telephone to verify data quality issues. We estimate that data quality follow-up is needed for 70% of the CJ-7 and CJ-8 respondents (213) in each cycle and will run an average of 15 minutes for each respondent. We estimate a 10-minute follow-up for half (304) of the CJ-8M respondents.

6. *An estimate of the total public burden (in hours) associated with the collection:* There are approximately 3,015 hours, annual burden, associated with this information collection (1,005 per three years).

TOTAL BURDEN HOURS

| Activity                  | Number of respondents | Frequency | Total annual responses | Time per response | Total annual burden (hours) |
|---------------------------|-----------------------|-----------|------------------------|-------------------|-----------------------------|
| Survey .....              | 860                   | 1         | 860                    | 3.506             | 3,015                       |
| Unduplicated Totals ..... | 860                   | .....     | 860                    | 3,015             | 3,015                       |

If additional information is required contact: John R. Carlson, Department Clearance Officer, United States Department of Justice, Justice Management Division, Policy and Planning Staff, Two Constitution Square, 145 N Street NE, 4W-218, Washington, DC 20530.

Dated: April 25, 2023.

**John R. Carlson,**

*Department Clearance Officer for PRA, U.S. Department of Justice.*

[FR Doc. 2023-09190 Filed 4-28-23; 8:45 am]

**BILLING CODE 4410-18-P**

**DEPARTMENT OF LABOR**

**Agency Information Collection Activities; Submission for OMB Review; Comment Request; Claim for Reimbursement of Benefit Payments and Claims Expense Under the War Hazards Compensation Act**

**ACTION:** Notice of availability; request for comments.

**SUMMARY:** The Department of Labor (DOL) is submitting this Office of Workers' Compensation Programs (OWCP)-sponsored information collection request (ICR) to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995 (PRA). Public comments on the ICR are invited.

**DATES:** The OMB will consider all written comments that the agency receives on or before May 31, 2023.

**ADDRESSES:** Written comments and recommendations for the proposed information collection should be sent within 30 days of publication of this notice to [www.reginfo.gov/public/do/PRAMain](http://www.reginfo.gov/public/do/PRAMain). Find this particular information collection by selecting "Currently under 30-day Review—Open for Public Comments" or by using the search function.

Comments are invited on: (1) whether the collection of information is necessary for the proper performance of the functions of the Department, including whether the information will have practical utility; (2) the accuracy of the agency's estimates of the burden and cost of the collection of information, including the validity of the methodology and assumptions used; (3) ways to enhance the quality, utility and clarity of the information collection; and (4) ways to minimize the burden of the collection of information on those who are to respond, including the use of

information collection request may be viewed at [www.reginfo.gov](http://www.reginfo.gov). Follow the instructions to view Department of Justice, information collections currently under review by OMB.

DOJ seeks PRA authorization for this information collection for three (3) years. OMB authorization for an ICR cannot be for more than three (3) years without renewal. The DOJ notes that information collection requirements submitted to the OMB for existing ICRs receive a month-to-month extension while they undergo review.

**Overview of This Information Collection**

1. *Type of Information Collection:* Revision of a currently approved collection.

2. *Title of the Form/Collection:* Annual Surveys of Probation and Parole.

3. *Agency form number, if any, and the applicable component of the Department of Justice sponsoring the collection:* The Annual Surveys of Probation and Parole (ASPP) contain three forms: CJ-7: Annual Parole Survey CJ-8: Annual Probation Survey and CJ-8M: Annual Probation Survey (Misdemeanor Supervision Only). The

applicable component within the Department of Justice is the Bureau of Justice Statistics (BJS), in the Office of Justice Programs. The ASPP is fielded annually. BJS requests clearance for the 2023, 2024, and 2025 ASPP under OMB Control No. 1121-0064. The ASPP was last approved under OMB Control No. 1121-0064 (exp. date 09/30/2023).

4. *Affected public who will be asked or required to respond, as well as a brief abstract:*

*Affected Public:* State departments of corrections or state probation and parole authorities, the Federal Bureau of Prisons, city and county courts and probation offices for which a central reporting authority does not exist.

*Abstract:* For the CJ-7 form, the affected public consists of 54 respondents including 50 central reporters, the District of Columbia, and the Federal Bureau of Prisons responsible for keeping records of adult on parole supervision. For the CJ-8 form, the affected public includes 250 reporters including central state respondents, the District of Columbia, the Federal Bureau of Prisons, and local authorities responsible for keeping records on individuals on probation supervision. For the CJ-8M form, the

affected public includes 610 reporters who are all local authorities responsible for keeping records on individuals on probation supervision for a misdemeanor offense. These reporters indicated they do not supervise any individual on probation for a felony offense and will answer a short survey on population totals. The Annual Parole Survey and Annual Probation surveys have been used since 1977 to collect annual yearend counts and yearly movements of community corrections populations; characteristics of the community supervision population, such as gender, racial composition, ethnicity, conviction status, offense, and supervision status.

5. *Obligation to Respond:* Voluntary.

6. *Total Estimated Number of Respondents:* 912.

7. *Estimated Time per Respondent:* averaged 72 minutes.

8. *Frequency:* Once a year.

9. *Total Estimated Annual Time Burden:* 1,090 hours; please note that burden hours differ from information previously published in the 60 day notice due to more detailed estimates of time by survey type.

10. *Total Estimated Annual Other Costs Burden:* \$31,300.

TABLE 1—ESTIMATED ANNUALIZED RESPONDENT COST AND HOUR BURDEN

| Form         | Number of respondents | Freq | Total annual response | Time to gather data | Time per survey | Time for follow-up (mins) | Total time (mins) | Total annual burden (hrs)       |
|--------------|-----------------------|------|-----------------------|---------------------|-----------------|---------------------------|-------------------|---------------------------------|
| CJ-7 .....   | 54                    | 1    | 54                    | 0                   | 95              | 15                        | 5,940             | 99 hours (5,994 min/60 mins).   |
| CJ-8 .....   | 250                   | 1    | 250                   | 30                  | 120             | 15                        | 41,250            | 687 hours (41,250 min/60 mins). |
| CJ-8M .....  | 608                   | 1    | 608                   | 15                  | 10              | 5                         | 18,240            | 304 hours (18,240 min/60 mins). |
| Totals ..... | 912                   |      |                       |                     |                 |                           |                   | 1,090.                          |

*If additional information is required, contact:* Darwin Arceo, Department Clearance Officer, Policy and Planning Staff, Justice Management Division, United States Department of Justice, Two Constitution Square, 145 N Street NE, 4W-218 Washington, DC 20530.

Dated: July 20, 2023.

**Darwin Arceo,**

*Department Clearance Officer for PRA, U.S. Department of Justice.*

[FR Doc. 2023-15800 Filed 7-25-23; 8:45 am]

**BILLING CODE 4410-18-P**

**DEPARTMENT OF JUSTICE**

[OMB Number 1121-0064]

**Agency Information Collection Activities; Proposed eCollection eComments Requested; Annual Surveys of Probation and Parole**

**AGENCY:** Bureau of Justice Statistics, Department of Justice.

**ACTION:** 30-Day notice.

**SUMMARY:** The Bureau of Justice Statistics, Department of Justice (DOJ), will be submitting the following information collection request to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995. The proposed information collection was previously published in the **Federal Register** on

May 1, 2023, allowing a 60-day comment period.

**DATES:** Comments are encouraged and will be accepted for 30 days until August 25, 2023.

**FOR FURTHER INFORMATION CONTACT:** If you have comments especially on the estimated public burden or associated response time, suggestions, or need a copy of the proposed information collection instrument with instructions or additional information, please contact: Danielle Kaeble, Bureau of Justice Statistics, 810 Seventh St. NW, Washington, DC 20531 (email: [Danielle.Kaeble@usdoj.gov](mailto:Danielle.Kaeble@usdoj.gov); telephone: 202-598-1024).

**SUPPLEMENTARY INFORMATION:** Written comments and suggestions from the public and affected agencies concerning the proposed collection of information

are encouraged. Your comments should address one or more of the following four points:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;
- Evaluate the accuracy of the agency’s estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
- Enhance the quality, utility, and clarity of the information to be collected; and/or
- Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

Written comments and recommendations for this information collection should be submitted within 30 days of the publication of this notice on the following website [www.reginfo.gov/public/do/PRAMain](http://www.reginfo.gov/public/do/PRAMain). Find this particular information collection by selecting “Currently under 30-day Review—Open for Public Comments” or by using the search function and entering either the title of the information collection or the OMB Control Number 1121–0064. This information collection request may be viewed at [www.reginfo.gov](http://www.reginfo.gov). Follow the instructions to view Department of Justice, information collections currently under review by OMB.

DOJ seeks PRA authorization for this information collection for three (3) years. OMB authorization for an ICR cannot be for more than three (3) years without renewal. The DOJ notes that information collection requirements submitted to the OMB for existing ICRs receive a month-to-month extension while they undergo review.

**Overview of This Information Collection**

1. *Type of Information Collection:* Revision of a currently approved collection.
2. *Title of the Form/Collection:* Annual Surveys of Probation and Parole
3. *Agency form number, if any, and the applicable component of the Department of Justice sponsoring the collection:* The Annual Surveys of Probation and Parole (ASPP) contain three forms: CJ–7: Annual Parole Survey CJ–8: Annual Probation Survey and CJ–8M: Annual Probation Survey (Misdemeanor Supervision Only). The applicable component within the Department of Justice is the Bureau of Justice Statistics (BJS), in the Office of Justice Programs. The ASPP is fielded annually. BJS requests clearance for the 2023, 2024, and 2025 ASPP under OMB Control No. 1121–0064. The ASPP was last approved under OMB Control No. 1121–0064 (exp. date 09/30/2023).
4. *Affected public who will be asked or required to respond, as well as a brief abstract:* *Affected Public:* State departments of corrections or state probation and parole authorities, the Federal Bureau of Prisons, city and county courts and probation offices for which a central reporting authority does not exist.  
*Abstract:* For the CJ–7 form, the affected public consists of 54

respondents including 50 central reporters, the District of Columbia, and the Federal Bureau of Prisons responsible for keeping records of adult on parole supervision. For the CJ–8 form, the affected public includes 250 reporters including central state respondents, the District of Columbia, the Federal Bureau of Prisons, and local authorities responsible for keeping records on individuals on probation supervision. For the CJ–8M form, the affected public includes 610 reporters who are all local authorities responsible for keeping records on individuals on probation supervision for a misdemeanor offense. These reporters indicated they do not supervise any individual on probation for a felony offense and will answer a short survey on population totals. The Annual Parole Survey and Annual Probation surveys have been used since 1977 to collect annual yearend counts and yearly movements of community corrections populations; characteristics of the community supervision population, such as gender, racial composition, ethnicity, conviction status, offense, and supervision status.

5. *Obligation to Respond:* Voluntary.
6. *Total Estimated Number of Respondents:* 912.
7. *Estimated Time per Respondent:* averaged 72 minutes.
8. *Frequency:* Once a year.
9. *Total Estimated Annual Time Burden:* 1,090 hours; please note that burden hours differ from information previously published in the 60 day notice due to more detailed estimates of time by survey type.
10. *Total Estimated Annual Other Costs Burden:* \$31,300.

TABLE 1—ESTIMATED ANNUALIZED RESPONDENT COST AND HOUR BURDEN

| Activity     | Number of respondents | Freq | Total annual responses | Time to gather data | Time per survey (mins) | Time for follow-up (mins) | Total time (mins) | Total annual burden (hrs)       |
|--------------|-----------------------|------|------------------------|---------------------|------------------------|---------------------------|-------------------|---------------------------------|
| CJ–7 .....   | 54                    | 1    | 54                     | 0                   | 95                     | 15                        | 5,940             | 99 hours (5,994 min/60 mins).   |
| CJ–8 .....   | 250                   | 1    | 250                    | 30                  | 120                    | 15                        | 41,250            | 687 hours (41,250 min/60 mins). |
| CJ–8M .....  | 608                   | 1    | 608                    | 15                  | 10                     | 5                         | 18,240            | 304 hours (18,240 min/60 mins). |
| Totals ..... | 912                   |      |                        |                     |                        |                           |                   | 1,090.                          |

If additional information is required, contact: Darwin Arceo, Department Clearance Officer, Policy and Planning Staff, Justice Management Division, United States Department of Justice, Two Constitution Square, 145 N Street NE, 4W–218 Washington, DC 20530.

Dated: July 20, 2023.  
**Darwin Arceo,**  
*Department Clearance Officer for PRA, U.S. Department of Justice.*  
 [FR Doc. 2023–15785 Filed 7–25–23; 8:45 am]  
**BILLING CODE 4410–18–P**

**DEPARTMENT OF LABOR**  
**[OMB Control No. 1225–0088]**  
**Proposed Extension of Information Collection; Department of Labor Generic Clearance for the Collection of Feedback on Agency Service Delivery**  
**AGENCY:** Office of the Assistant Secretary for Administration and Management, Labor.



## Attachment 10- Introducing New CJ-8 Questionnaire Form Email

**TO:** <<DATA PROVIDER\_EMAIL>>

**SUBJECT:** Introducing Changes to the Annual Probation Survey (APS)

**BODY OF E-MAIL:**

Dear <<DATA PROVIDER\_NAME>>,

Thank you for your agency's past participation in the Bureau of Justice Statistics (BJS) Annual Probation Survey (APS). Your responses are incredibly important for BJS and local and federal policymakers who rely on the data you provide to make decisions impacting funding and other policies affecting adults on probation.

After the new year we will be launching the 2023 Annual Probation Survey. I wanted to make you aware of a few changes to the questionnaire that may impact your preparations for responding to this data request. In an effort to distinguish adults on misdemeanor probation supervision from those on felony probation supervision, we are asking agencies to break down their reported population counts into these two population types.

At its core the questionnaire will, as in previous years, gather information on the number of adults under probation supervision by your agency throughout the 2023 calendar year and collect information on the demographics of that population (e.g., most serious offense, supervision status, sex, and race and ethnicity). However, the updated questionnaire asks that these totals all be reported separately for adults on misdemeanor and felony probation.

In addition to breaking down population counts by misdemeanor and felony supervision, the updated Annual Probation Survey (APS) questionnaire will ask your agency to report the number of adults on probation on December 31, 2023 that fall into various population type categories, where applicable. Some of these categories are new additions to the Annual Probation Survey. They include:

- Adults on parole
- Adults who have been released from prison to serve a period of time under community supervision
- Adults on some other type of post-custody conditional release
- Adults awaiting trial
- Adults serving a term of pre-trial probation or other type of probation prior to conviction
- Adults in prison
- Adults in jail, and
- Other offense

In order to assist you with preparing for the survey launch in January, we have uploaded a pdf version of the questionnaire for you to review these changes discussed above ([LINK](#)). We are also extending the deadline for submission to provide you with additional time you may need to respond to these changes. Please let us know if you have any questions or concerns regarding this upcoming revised questionnaire.

Members of the data collection agency, RTI International's Agency Support Team, can be reached by calling toll-free (866) 334-4175 or by sending an email to [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org).

Once again, we thank you for your past participation in the Annual Probation Survey, and we look forward to working with you once again on this important data collection effort!

Sincerely,

Danielle Kaeble

She/her/hers  
Statistician

Bureau of Justice Statistics  
U.S. Department of Justice  
810 Seventh Street NW  
Washington, DC 20531

**Direct** 202.598.1024

**Main** 202.307.0765

[bjs.ojp.gov](http://bjs.ojp.gov)



Bureau of Justice Statistics

# Attachment 11: Pre-notification letter and email



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Statistics

Washington, DC 20531

[Date]

<<AH\_NAME\_UPPER>><<AH\_COMMA>><<AH\_TITLE\_UPPER>>  
<<AGENCY\_NAME\_UPPER>>  
<<AH\_ADD\_UPPER>>  
<<AH\_ADD2\_UPPER>>  
<<AH\_CITY\_UPPER>>, <<AH\_STATE>> <<AH\_ZIP>>

Dear <<AH\_NAME>>,

The Bureau of Justice Statistics (BJS) will soon launch its <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>. Data from <<these collections, this collection>> provides essential information for policy development and criminal justice planning at all levels of government.

<<**We would also like to introduce the upcoming probation questionnaire, which will feature several changes to the previous version.** We are now asking you to provide your agency’s count of adults on probation, as well as other demographic information (e.g., sex, race, most serious offense, probation status), split by those adults on misdemeanor probation supervision and those on felony probation supervision. We understand that these changes are significant and thus wanted to make you aware of them early on to help you prepare.>>

In January, RTI International will send your designated survey respondent an invitation to the 2023 collection. Use the following information to log onto the <<ASPP, APS>> website ([www.bjs-aps.org](http://www.bjs-aps.org)) and confirm or update the contact information for your agency:

|           |          |         |
|-----------|----------|---------|
| Probation | <<UID1>> | <<PW1>> |
| Parole    | <<UID2>> | <<PW2>> |

Alternatively, you may confirm or update the contact information appearing on the enclosed Designation Form and email it to [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org) or fax it to (866) 509-7471. **Please submit this information by December 1, 2023.**

BJS will use the data collected in <<ASPP / APS>> only for research and statistical purposes, as described in 34 U.S.C. § 10134 and 34 U.S.C. § 10231. RTI International, the <<ASPP / APS>> data collector, is required to adhere to BJS Data Protection Guidelines, which summarize the many federal statutes, regulations, and other authorities that govern all BJS data and data collected and maintained under BJS’s authority. The Guidelines may be found at: [https://bjs.ojp.gov/sites/g/files/xyckuh236/files/media/document/bjs\\_data\\_protection\\_guidelines.pdf](https://bjs.ojp.gov/sites/g/files/xyckuh236/files/media/document/bjs_data_protection_guidelines.pdf). Your participation in <<these surveys, this survey>> is voluntary but is needed to produce complete and accurate statistics about the <<probation and parole populations, probation population, parole population>> in the United States.

Our project team is happy to work with you in any way to ensure your participation in the <<ASPP, APS>> is a smooth process. Members of RTI International’s Agency Support Team can be reached by calling toll-free (866) 334-4175 or by sending an email to [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org).

Sincerely,

Alexis R Piquero, PhD  
Director  
Bureau of Justice Statistics

**TO:** <<AH\_EMAIL>>

**SUBJECT:** Information Regarding the Upcoming << Annual Probation Survey (APS), Annual Parole Survey (APS), Annual Surveys of Probation and Parole (ASPP)>>

**BODY OF E-MAIL:**

Dear <<AH\_NAME>>,

I'm writing on behalf of the Bureau of Justice Statistics (BJS) regarding the <<Annual Probation Survey (APS), Annual Parole Survey (APS), Annual Surveys of Probation and Parole (ASPP)>>. Your agency, the <<AGENCY\_NAME>> recently received a letter from Alexis R. Piquero, PhD, Director of the Bureau of Justice Statistics, introducing the 2023 collection. <<**Please note that we have made some changes to this year's probation questionnaire.** Most notably, we are now asking for the count of adults on probation, their most serious offenses, their sex, their race, and other information split by the number on misdemeanor probation supervision and those on felony probation supervision .>>

Your participation in <<these surveys, this survey>> is voluntary, but needed to produce complete and accurate statistics about the <<probation population, parole population, probation and parole populations>> in the United States.

As noted in that letter, we will send your designated survey respondent an invitation to the 2023 collection in January. If you have not already submitted contact information for your designated survey respondent, please use the following instructions to log onto the <<APS, ASPP>> website ([www.bjs-aps.org](http://www.bjs-aps.org)) and confirm or update the information for your agency:

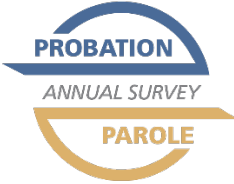
|               |                       |                   |
|---------------|-----------------------|-------------------|
| <<Probation>> | <<Username: UserID1>> | <<Password: PW1>> |
| <<Parole>>    | <<Username: UserID2>> | <<Password: PW2>> |

We look forward to working with you on this important data collection.

Sincerely,

Ryan Weber  
RTI Project Director  
Annual Surveys of Probation and Parole

E-mail: [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org)  
Phone: (866) 334-4175  
Fax: (866) 509-7471

|   |   |
|---|---|
|  | <p>Learn more about &lt;&lt; Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)&gt;&gt;</p> <ul style="list-style-type: none"><li>• Review the most recent survey reports: <a href="https://bjs.ojp.gov/data-collection/annual-probation-survey-and-annual-parole-survey">https://bjs.ojp.gov/data-collection/annual-probation-survey-and-annual-parole-survey</a></li><li>• Look for RTI International and BJS at the American Probation and Parole Association conferences</li><li>• Contact Danielle Kaeble, BJS project manager, at (202) 305-2017 or <a href="mailto:danielle.kaeble@usdoj.gov">danielle.kaeble@usdoj.gov</a>.</li></ul> |
|---|---|

**Attachment 12: Web designation form**

**2023 Annual Surveys of Probation and Parole Designation Form**

Please update or indicate if the Head of Agency and Designated Survey Respondent information is accurate. **To respond, log on to [www.bjs-aps.org](http://www.bjs-aps.org) or complete and return this form by fax or email to RTI by December 1, 2023.**

|                                     |   |   |  |
|-------------------------------------|---|---|--|
| <b>Head of Agency</b>               | <b>Information on File</b>                          | <b>Updated Information</b>                          |  |
|                                     | Agency Name:  | <<AGENCY_NAME>>                                     |  |
|                                     | Name:   | <<AH_NAME>>   |  |
|                                     | Title:  | <<AH_TITLE>>  |  |
|                                     | Address 1:  | <<AH_ADD>>  |  |
|                                     | Address 2:  | <<AH_ADD2>>   |  |
|                                     | City, State, and Zip Code:                          | <<AH_CITY>>, <<AH_STATE>> <<AH_ZIP>>                |  |
|                                     | Email:  | <<AH_EMAIL>>  |  |
|                                     | Phone:  | <<AH_PH>> <<AH_PH_EXT>>                             |  |
|                                     | Attention:  | <<A_NAME>>  |  |
|                                     | <input type="checkbox"/> All information is correct |   |  |
| <b>Designated Survey Respondent</b> | <b>Information on File</b>                          | <b>Updated Information</b>                          |  |
|                                     | Name:   | <<DP_NAME>>   |  |
|                                     | Title:  | <<DP_TITLE>>  |  |
|                                     | Address 1:  | <<DP_ADD1>>   |  |
|                                     | Address 2:  | <<DP_ADD2>>   |  |
|                                     | City, State, and Zip Code:                          | <<DP_CITY>>, <<DP_STATE>> <<DP_ZIP>>                |  |
|                                     | Email:  | <<DP_EMAIL>>  |  |
|                                     | Phone:  | <<DP_PH>> <<DP_PH_EXT>>                             |  |
|                                     |   | <input type="checkbox"/> All information is correct |  |

If the designated survey respondent identified above is from a contracted service provider, please provide the following to authorize release of data.

Your Name: \_\_\_\_\_

Please fax or email this information to RTI by December 1, 2023.  
 Fax: 866-509-7471      Email: [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org)  
 If you have any questions, please call the RTI Agency Support Team at 866-334-4175.

<<AGENCY\_ID>> -- <<CONTROL>>

# Attachment 13- Invitation Letter and Email



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Statistics  
Washington, D.C. 20531

[DATE]

<<DATA PROVIDER NAME\_UPPER>>  
<<AGENCY\_NAME>>  
<<AGENCY\_NAME\_2>>  
<<DP\_ADDRESS\_UPPER>>, <<DP\_ADD2\_UPPER>>  
<<DP\_CITY\_UPPER>>, <<DP\_STATE>> <<DP\_ZIP>>

Dear <<DATA PROVIDER NAME>>,

I am pleased to announce the start of the 2023 <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>, part of the Bureau of Justice Statistics' (BJS) core set of correctional statistics. We conduct <<these surveys, this survey>> annually to collect <<probation and parole, probation, parole>> information from agencies nationwide.

The statistics produced by your participation are imperative to understanding the characteristics of the total population of persons under correctional authority. These data are used by state and local criminal justice officials to justify budgets, compare changes in populations with comparable jurisdictions, and track outcomes of adults on <<probation and parole, probation, parole>>. The Omnibus Crime Control and Safe Streets Act of 1968, as amended (34 U.S.C. § 10132), authorizes the collection of these data.

BJS is committed to providing stakeholders with the results of these collections as quickly as possible. As such, we need your <<surveys, survey>> by **March 1, 2024** to meet our publication deadline. Please use the following information to log on to the ASPP website ([www.bjs-aps.org](http://www.bjs-aps.org)):

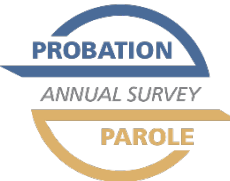
<<Probation>> <<Username: UID1>> <<Password: PW1>>  
<<Parole>> <<Username: UID2>> <<Password: PW2>>

If you are unable to submit your <<surveys, survey>> online, or have questions concerning any instructions or definitions on the <<surveys, survey>>, please contact RTI's Agency Support Team at (866) 334-4175 or [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org) and they will be able to assist you.

I hope for your agency's continued support of BJS' statistical programs.

Sincerely,

Richard Kluckow  
Chief, Corrections Statistics Unit  
Bureau of Justice Statistics



**Learn more about the <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>**

- Review the most recent survey reports: <https://bjs.ojp.gov/data-collection/annual-probation-survey-and-annual-parole-survey>
- Look for RTI and BJS at the American Probation and Parole Association conferences
- Contact Danielle Kaeble, BJS project manager, at (202) 598-1024 or [Danielle.Kaeble@usdoj.gov](mailto:Danielle.Kaeble@usdoj.gov).

**To:** DATA PROVIDER EMAIL

**Subject:** Announcing the 2023 <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>

Dear <<DATA PROVIDER NAME>>,

I'm writing on behalf of the Bureau of Justice Statistics (BJS) regarding the <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>. We are contacting you because <<AGENCY HEAD NAME>> designated you as the person responsible for providing these survey data for the <<AGENCY NAME>>. You should recently have received a letter from Rich Kluckow, Chief of the Corrections Statistics Unit of BJS, announcing the start of the 2023 collection.

<<Please note that we have made several changes to the probation questionnaire this year. We are now requesting that your agency provide responses broken down by adults on misdemeanor probation supervision and adults on felony probation supervision. To provide you with additional time to complete this request, we have extended the survey due date compared to previous years.>>

As noted in that letter, we need your <<surveys, survey>> by **March 1, 2024**. To provide your data, simply log onto the website ([www.bjs-aps.org](http://www.bjs-aps.org)) using your credentials below. If you are unable to submit your <<surveys, survey>> online, please contact RTI's **Agency Support Team at (866) 334-4175** or [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org) and we will provide an alternative format.

|               |                       |                   |
|---------------|-----------------------|-------------------|
| <<Probation>> | <<Username: USERID1>> | <<Password: PW1>> |
| <<Parole>>    | <<Username: USERID2>> | <<Password: PW2>> |

If you have already submitted your <<surveys, survey>> online, thank you for your prompt response.

To review the most recent survey reports, please visit:

[Annual Probation Survey and Annual Parole Survey | Bureau of Justice Statistics \(ojp.gov\)](#). Check back during the first quarter of 2024 for the release of the 2023 Annual Report.

We look forward to working with you on this important data collection.

Sincerely,

Ryan Weber  
RTI Project Director  
Annual Surveys of Probation and Parole

E-mail: [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org)  
Phone: (866) 334-4175  
Fax: (866) 509-7471

## **Attachment 14: Submission thank you email**

**To:** DATA PROVIDER EMAIL

**Subject:** Thank You from the 2023 Bureau of Justice Statistics' Annual <<Probation, Parole>> Survey

Dear <<DATA PROVIDER NAME>>,

Thank you for submitting your 2023 Annual <<Probation, Parole>> Survey. Our analysts will review the data and we will be in touch if we have any questions. If you ever need to make updates to your 2023 survey data or have any questions about the survey, please contact us at 1-866-334-4175 or email [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org). Thank you for your support of this data collection.

Also, we encourage you to explore the Data Dashboard feature at [www.bjs-aps.org](http://www.bjs-aps.org)! The site, which can be accessed year-round, provides historical data reported by your agency on the Annual <<Probation, Parole>> Survey, including adults on probation by sex, by race and ethnicity, and by most serious offense from 2010-2022.

Sincerely,

RTI Agency Support Team  
Annual Surveys of Probation and Parole

E-mail: [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org)  
Phone: 1-866-334-4175  
Fax: 1-866-509-7471

UID: <<UID>>



**Attachment 15- First Reminder Email and Letter**

To: DATA PROVIDER EMAIL

Subject: 2023 <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>> Reminder

Dear <<DATA PROVIDER NAME>>,

The 2023 <<Annual Surveys of Probation and Parole (ASPP) are, Annual Probation Survey (APS) is, Annual Parole Survey (APS) is>> the only ongoing, comprehensive, nationally-representative <<surveys, survey>> of the <<probation and parole populations, probation population, parole population>>. This survey is due **March 1, 2024**. To submit your <<surveys, survey>> for the <<AGENCY\_NAME>>, please visit the ASPP website (<https://www.bjs-aps.org/>) and use your login information below. While you are logged in, you can access the Data Dashboard to see historical data reported by your agency including adults on <<probation and parole, probation, parole>> by sex, by race and ethnicity, and by most serious offense from 2010-2022.

|               |                    |                   |
|---------------|--------------------|-------------------|
| <<Probation>> | <<Username: UID1>> | <<Password: PW1>> |
| <<Parole>>    | <<Username: UID2>> | <<Password: PW2>> |

If you know that you will not be able to meet the deadline or if you need assistance filling out the <<surveys, survey>>, please contact RTI’s Agency Support Team at (866) 334-4175 or [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org). You may also contact Danielle Kaeble, the project officer at the Bureau of Justice Statistics, directly at [Danielle.Kaeble@usdoj.gov](mailto:Danielle.Kaeble@usdoj.gov).

To stay up to date with the most recent BJS releases, subscribe to [JustStats](#) or follow us on Twitter [@BJSgov!](#)

Thank you in advance for your participation!

Sincerely,

Rich Kluckow, DSW  
Chief, Corrections Statistics Unit  
Bureau of Justice Statistics



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

Washington, D.C. 20531

[DATE]

**2<sup>nd</sup> Reminder** – please respond as soon as possible!

<<DATA PROVIDER NAME>><<COMMA>> <<DATA PROVIDER TITLE>>  
 <<AGENCY\_NAME>>  
 <<DATA PROVIDER ADDRESS 1>> <<DATA PROVIDER ADDRESS 2>>  
 <<DATA PROVIDER CITY>>, <<DATA PROVIDER STATE>> <<DATA PROVIDER ZIP>>

Dear «Data Provider Name»,

The 2023 <<Annual Surveys of Probation and Parole (ASPP) were, Annual Probation Survey (APS) was, Annual Parole Survey (APS) was>> launched in January 2024 by RTI, on behalf of the Bureau of Justice Statistics (BJS). <<**These surveys were, This survey was>> due on March 1, 2024.** As of <<DATE>>, we have not received your completed <<surveys , survey>> for the <<AGENCY\_NAME>>. Please use the following information to log onto the <<ASPP, APS>> website (<https://www.bjs-aps.org/>) to complete your <<surveys, survey>> as soon as possible. While you are logged in, you can access the Data Dashboard to see historical data reported by your agency including adults on <<probation and parole, probation, parole>> by sex, by race and ethnicity, and by most serious offense from 2010-2022.

|               |                    |                   |
|---------------|--------------------|-------------------|
| <<Probation>> | <<Username: UID1>> | <<Password: PW1>> |
| <<Parole>>    | <<Username: UID2>> | <<Password: PW2>> |

Your participation in <<these surveys, this survey>> is critical. State and local criminal justice officials use these data to justify budgets, compare changes in populations with comparable jurisdictions, and track outcomes of those on <<probation and parole, probation, parole>>.

If you have not already, you will soon receive a call from RTI’s Agency Support Team. They are available to assist you in submitting your data. Please work with RTI to submit any data that you can provide, even if you cannot complete the entire survey. You can reach RTI’s Agency Support Team at (866) 334-4175 or [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org). You may also contact Danielle Kaeble, the project manager at BJS, directly at [Danielle.Kaeble@usdoj.gov](mailto:Danielle.Kaeble@usdoj.gov).

I look forward to your assistance with this important data collection.

Sincerely,

Alexis R. Piquero, PhD  
 Director, Bureau of Justice Statistics  
 Office of Justice Programs, Department of Justice

|  |   |
|--|---|
|  | <p><b>Learn more about the &lt;&lt;Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)&gt;&gt;</b></p> <ul style="list-style-type: none"> <li>• Review the most recent survey reports: <a href="https://bjs.ojp.gov/data-collection/annual-probation-survey-and-annual-parole-survey">https://bjs.ojp.gov/data-collection/annual-probation-survey-and-annual-parole-survey</a></li> <li>• Look for RTI and BJS at the American Probation and Parole Association conference</li> <li>• Contact Danielle Kaeble, BJS project manager, at (202) 598-1024 or <a href="mailto:Danielle.Kaeble@usdoj.gov">Danielle.Kaeble@usdoj.gov</a></li> </ul> |
|--|---|

## Attachment 16 – Second Reminder Emails (Standard and Tailored)

**TO:** <<DP\_EMAIL>>

**SUBJECT:** 2023 << Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>> Reminder

**BODY OF E-MAIL:**

Dear <<Data Provider\_Name>>,

I'm writing on behalf of the Bureau of Justice Statistics (BJS) regarding the 2023 << Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>. <<**We noticed that you have logged into the survey, but as of [DATE] have not yet submitted it.** I know that you have many responsibilities, and I hope that you can find the time to finish your response soon.>> <<As of [DATE], we have not received your completed [surveys, survey]. I know that you have many responsibilities, and I hope that you can find the time to respond soon.>>

Please use the following information to log onto the <<ASPP, APS>> website ([www.bjs-aps.org](http://www.bjs-aps.org)) to complete your <<surveys, survey>>:

|               |                    |                   |
|---------------|--------------------|-------------------|
| <<Probation>> | <<Username: UID1>> | <<Password: PW1>> |
| <<Parole>>    | <<Username: UID2>> | <<Password: PW2>> |

As a reminder, once you log in, the Data Dashboard will be available to you. In addition to data reported on adults on <<probation and parole, probation, parole>> by sex, race and ethnicity, and most serious offense, you can view 2010-2022 data reported by your agency on status of supervision.

To stay up to date with the most recent BJS releases, subscribe to [JustStats](#) or follow them on Twitter [@BJSgov](#)!

I look forward to your assistance with this important data collection.

Sincerely,

Ryan Weber  
RTI Project Director  
Annual Surveys of Probation and Parole

E-mail: [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org)  
Phone: (866) 334-4175  
Fax: (866) 509-7471

**TO:** <<DATA PROVIDER\_EMAIL>>

**SUBJECT:** 2023 <<Annual Probation Survey (APS), Annual Parole Survey (APS), Annual Surveys of Probation and Parole (ASPP) >> Reminder

**BODY OF E-MAIL:**

Dear <<DATA PROVIDER\_NAME>>,

The 2023 << Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>> began in January 2024. <<These surveys have, this survey has>> a due date of **March 1, 2024**. <<I know your agency was not able to participate in the 2022 collection, but I sincerely hope that you consider participating this year.>> <<**Local probation agencies, such as yours, are responsible for supervising about 30% of all probationers in the nation. Your participation is of vital importance and has a direct impact on the reliability of the study results.**>>

Please use the following information to log onto the <<ASPP, APS>> website ([www.bjs-aps.org](http://www.bjs-aps.org)) and complete your <<surveys, survey>> for the <<AGENCY\_NAME>>. While you are logged in, you can access the Data Dashboard to see historical data reported by your agency including adults on <<probation and parole, probation, parole>> by sex, by race and ethnicity, and by most serious offense from 2010-2022.

|               |                    |                   |
|---------------|--------------------|-------------------|
| <<Probation>> | <<Username: UID1>> | <<Password: PW1>> |
| <<Parole>>    | <<Username: UID2>> | <<Password: PW2>> |

I encourage you to complete your <<surveys, survey>> as <<they are, it is>> the only ongoing, comprehensive, nationally-representative <<surveys, survey>> of the <<probation and parole populations, probation population, parole population>>.

If you know that you are unable to meet the deadline, or if you need assistance with the <<surveys / survey>>, please contact RTI’s Agency Support Team at (866) 334-4175 or [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org). You may also contact Danielle Kaeble, the project officer at the Bureau of Justice Statistics, directly at [Danielle.Kaeble@usdoj.gov](mailto:Danielle.Kaeble@usdoj.gov).

I look forward to receiving your completed <<surveys, survey>> and appreciate your support of this data collection effort.

Sincerely,

Rich Kluckow, DSW  
Chief, Corrections Statistics Unit  
Bureau of Justice Statistics

**Attachment 17 -Reminder Postcard**



Annual Surveys of Probation and Parole  
Bureau of Justice Statistics  
U.S. Department of Justice  
c/o RTI International  
5265 Capital Boulevard  
Raleigh, NC 27616

ATTN: Data Capture 0217722.000.300.004.001

ADDRESS SERVICE REQUESTED

<<DATA PROVIDER\_NAME>>  
<<AGENCYNAME>>  
<<DP\_ADD1>>  
<<DP\_ADD2>>  
<<DP\_CITY>>, <<DP\_STATE>> <<DP\_ZIP>>  
  
<<CONTROL>>

Dear <<Data Provider\_Name>>,

The <<AGENCYNAME>> was invited to participate in the Bureau of Justice Statistics' (BJS) 2023 <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>. Our records show that as of [DATE], we have not received your completed <<questionnaires, questionnaire>>.

**If you have completed the <<questionnaires, questionnaire>> since [DATE], please accept my sincere thanks.**

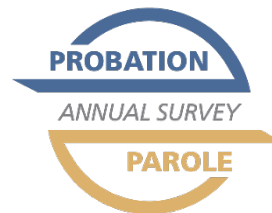
**If you have not completed the <<questionnaires, questionnaire>>, please use the following information to log onto the ASPP website (<https://bjs-aps.org/>).**

<<PROBATION>> <<Username: UID1>> <<Password: PW1>>  
<<PAROLE>> <<Username: UID2>> <<Password: PW2>>

**Your <<responses are, response is>> needed to ensure that <<STATE>> is accurately represented in community corrections statistics. Your agency cannot be replaced by another agency. We kindly ask that you submit your <<questionnaires, questionnaire>> as soon as possible.** If you have any questions, please contact RTI International (BJS's data collection agent for ASPP) by phone at (866) 334-4175 or by e-mail at [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org). You may also contact Danielle Kaeble, the project manager at BJS, directly at [Danielle.Kaeble@usdoj.gov](mailto:Danielle.Kaeble@usdoj.gov).

Sincerely,

Rich Kluckow, DSW  
Chief, Corrections Statistics Unit  
Bureau of Justice Statistics



## Attachment 18- Third Reminder Email and USPS Reminder

**TO:** <<DATA PROVIDER\_EMAIL>>

**CC:** <<AGENCY HEAD\_EMAIL>>

**SUBJECT:** 2023 <<Annual Probation Survey (APS), Annual Parole Survey (APS), Annual Surveys of Probation and Parole (ASPP) >> Response Needed

**BODY OF E-MAIL:**

Dear <<Data Provider\_Name>>,

I am reaching out regarding the 2023 <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>. We have been trying to reach you about your agency's <<surveys, survey>>, which we have not yet received. Last year your agency reported a <<probation and parole, probation, parole>> population of over 1,000 adults, making your agency **critically important to our data collection effort**. As we are nearing the end of our collection, I wanted to ask if you would be able to complete your agency's <<questionnaires, questionnaire>> **as soon as possible**. You can access the <<questionnaires, questionnaire>> using the login information below on the <<ASPP, APS>> website ([www.bjs-aps.org](http://www.bjs-aps.org)).

|               |                    |                   |
|---------------|--------------------|-------------------|
| <<Probation>> | <<Username: UID1>> | <<Password: PW1>> |
| <<Parole>>    | <<Username: UID2>> | <<Password: PW2>> |

Importantly, if you feel that you will be unable to provide data for your agency in the next few weeks, please let us know. We would be happy to work with you to gather data on core items in the <<surveys, survey>> if necessary.

Thank you for your past participation and we greatly appreciate all the help you can provide us in this critical effort!

Sincerely,

Ryan Weber  
RTI Project Director  
Annual Surveys of Probation and Parole

E-mail: [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org)  
Phone: (866) 334-4175  
Fax: (866) 509-7471

**TO:** <<DATA PROVIDER\_EMAIL>>

**SUBJECT:** 2023 <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>> Reminder

**BODY OF E-MAIL:**

Dear <<Data Provider\_Name>>,

The 2023 <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>, an important data collection effort on behalf of the Bureau of Justice Statistics (BJS), <<are, is>> soon coming to an end. <<Although we see that you have logged into the web [surveys, survey] for the [Agency\_Name], we have not yet received your [submissions, submission]>>. Please know that there is still time to complete it! We understand you have many responsibilities, but we hope that you can find the time to respond soon. <<We are particularly interested in gathering more responses from [STATE] and we hope that you can assist us in this effort.>>

Please use the following information to log onto the <<ASPP, APS>> website ([www.bjs-aps.org](http://www.bjs-aps.org)) to complete your <<surveys, survey>>:

|               |                    |                   |
|---------------|--------------------|-------------------|
| <<Probation>> | <<Username: UID1>> | <<Password: PW1>> |
| <<Parole>>    | <<Username: UID2>> | <<Password: PW2>> |

As a reminder, once you log in, the Data Dashboard will be available to you. In addition to data reported on adults on <<probation and parole, probation, parole>> by sex, race and ethnicity, and most serious offense, you can view 2010-2022 data reported by your agency on status of supervision.

To stay up to date with the most recent BJS releases, subscribe to [JustStats](#) or follow them on Twitter [@BJSgov!](#)

I look forward to your assistance with this important data collection.

Sincerely,

Ryan Weber  
RTI Project Director  
Annual Surveys of Probation and Parole

E-mail: [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org)

Phone: (866) 334-4175

Fax: (866) 509-7471



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Statistics

Washington, D.C. 20531

[DATE]

<<AH\_Name>>, <<AH\_Title>>  
<<AGENCY\_NAME>>  
<<AH\_Address1>>  
<<AH\_Address2>>  
<<AH\_City>>, <AH\_State>> <<AH\_Zip>>

Dear <<AH\_Name>>,

The 2023 <<Annual Surveys of Probation and Parole (ASPP) are, Annual Probation Survey (APS) is, Annual Parole Survey (APS) is>> being fielded by RTI International, on behalf of the Bureau of Justice Statistics (BJS). <<This survey was, These surveys were>> due on March 1, 2024. As of [DATE], we have not received your agency’s completed <<surveys, survey>>. Given the time needed to process the data and prepare the annual report, *Probation and Parole in the United States, 2023* ([www.bjs.ojp.gov](http://www.bjs.ojp.gov)), we plan to end data collection by [COLLECTION END DATE].

Any data your agency can provide would be helpful. Use the following information to log onto the ASPP website ([www.bjs-aps.org](http://www.bjs-aps.org)) to complete your <<surveys, survey>> as soon as possible:

<<Probation>> <<Username: UID1>> <<Password: PW1>>  
<<Parole>> <<Username: UID1>> <<Password: PW1>>

Additionally, we have provided <<hardcopy questionnaires, a hardcopy questionnaire>> if you would prefer to complete your <<surveys, survey>> this way. You may complete and return <<these hardcopy questionnaires via mail using the business reply envelope or email scanned copies to our support team, this hardcopy questionnaire via mail using the business reply envelope or email a scanned copy to our support team>> ([bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org)).

If you cannot provide an answer to every question, it will still be useful to receive these important numbers: <<Total Population on January 1, 2023; Entries and Exits in 2023; and Total Population on December 31, 2023, Total Population on January 1, 2023 by adults on misdemeanor and felony probation; Entries and Exits in 2023 by adults on misdemeanor and felony probation; and Total Population on December 31, 2023 by adults on misdemeanor and felony probation>>. RTI’s Agency Support Team (866-334-4175 or [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org)) is available to work with you. You may also contact Danielle Kaeble, the BJS project manager, at [Danielle.Kaeble@usdoj.gov](mailto:Danielle.Kaeble@usdoj.gov).

I look forward to receiving your data and thank you in advance for your assistance with this data collection.

Sincerely,

Rich Kluckow, DSW  
Chief, Corrections Statistics Unit  
Bureau of Justice Statistics

At a time in which the probation and parole field is at the epicenter of criminal justice reform and reinvestment strategies, having accurate data is extremely important. How can you justify the need for additional money in your budget if you don’t have the numbers to support it? How can you determine whether changes are having an impact on outcomes? To this extent, participation of each supervising agency in the ASPP is vital.

-Veronica Cunningham, Executive Director,  
American Probation and Parole Association

<<Control>>



## Attachment 19 - Nonresponse Phone Scripts & Conversational Topics

### Initiate NR Follow-up: Phone Script

1. Hello. My name is [YOUR NAME] and I am calling on behalf of the Bureau of Justice Statistics regarding the [ANNUAL SURVEYS OF PROBATION AND PAROLE / ANNUAL PROBATION SURVEY / ANNUAL PAROLE SURVEY]. May I speak to [AH NAME / DP NAME]?
  - a. IF SPEAKING TO DATA PROVIDER, GO TO 2.
  - b. IF SPEAKING TO AGENCY HEAD WHO IS NOT THE DATA PROVIDER, GO TO 3.
2. We recently sent to your attention a survey packet describing the study.
3. In November, we sent a mailing introducing the [ANNUAL SURVEYS OF PROBATION AND PAROLE / ANNUAL PROBATION SURVEY / ANNUAL PAROLE SURVEY] asking you to designate a respondent. Since that mailing, we have been in contact with your designated respondent, [DP NAME], via mail and e-mail.
4. Our records indicate that we have not received the survey data for your agency for 2023. I'm calling to see if you will be able to provide the necessary survey data for your [PROBATION / PAROLE] agency and if there is anything we can do to assist you in submitting your survey.

### Initiate NR Follow-up: Voicemail Message

1. Hello. My name is [YOUR NAME] and I am calling on behalf of the Bureau of Justice Statistics regarding the [ANNUAL SURVEYS OF PROBATION AND PAROLE / ANNUAL PROBATION SURVEY / ANNUAL PAROLE SURVEY]. Our records indicate that we have not received the survey data for your agency for 2023. I'm calling to see if you will be able to provide the necessary survey data for your [PROBATION / PAROLE] agency and if there is anything we can do to assist you in submitting your survey. You can reach us toll-free, at [PHONE]. Again, that number is [PHONE]. Thank you.

### Initiate NR Follow-up: Conversational Topics

- Address concerns
  - If a DP wants to participate, but does not want to use the web survey, offer to have the helpdesk call them to discuss alternative methods, such as over the phone. Record the case ID, the name and contact information of the individual you spoke with, and reason for needing a call-back and let your manager know.
  - If a DP is hesitant to participate because they don't have a good computer system, let them know that we accept estimates.
  - Offer to send the study information again. Verify the contact information and in the HERO ticket, select the "NRFU" category and "Requests Login Information Email" subcategory.
  - If you learn that you need to speak with someone other than the DP listed in the SMS, call that person. Follow through with agency contacts until you reach or leave a message for the proper person.
- Answer questions
  - **Is this mandatory?** No; however...
    - The statistics produced are imperative to understanding the characteristics of the total population of persons under correctional authority.
    - Data such as these are used by state and local criminal justice officials to justify budgets, compare changes in populations with comparable jurisdictions, and track outcomes of those on probation.

- There is no other ongoing, comprehensive, nationally-representative survey of the probation population.
  - **How long will the survey take?**
    - CJ-7 (parole) takes an average of 1.5 hours.
    - CJ-8 (probation long) takes an average of 2.5 hours.
    - CJ-8M (probation short) takes an average of 20 minutes.
    - Users can start, save, and return to the survey at any time.
- Help Desk Referrals
  - If an agency wants to complete the form while on the phone, email or fax it in, refer them to the helpdesk:
    - E-mail: [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org)
    - Phone: 1-866-334-4175
    - Fax: 1-866-509-7471
  - If an agency has a question on a survey item or how to interpret a question and properly report their data, tell them the helpdesk will be in touch, or they can reach out themselves if they prefer and give them the helpdesk number. Either way, alert your supervisor to this case and they will communicate this to the survey team.
- Negotiate due date
  - Suggest a due date in two weeks (from the current date) unless the agency describes circumstances where they will not be able to submit during that time.
  - If the date is more than a month away, let the agency know that we will check in with them in a few weeks to confirm that they are on track for the new due date.
  - Check in with the agency every two weeks to confirm they are on track for submission.
- Employ refusal conversion
  - We can accept estimates in lieu of exact counts.
  - We can collect the information via phone or send a form via mail, e-mail or fax.
  - If the respondent still refuses, in the HERO ticket select the “NRFU” category and the “Refusal” subcategory and describe the conversation. Also, update the Survey Status in the SMS to *Initial Refusal*.
- **As a last resort**, we have four critical items that we would like to collect. These are:
  - Your agency’s adult [**PROBATION/PAROLE**] population on January 1, 2023
  - Between January 1, 2023, and December 31, 2023, how many adults *entered* [**PROBATION/PAROLE**]?
  - Between January 1, 2023, and December 31, 2023, how many adults were *discharged* from [**PROBATION/PAROLE**] supervision?
  - Your agency’s adult [**PROBATION/PAROLE**] population on December 31, 2023? (This should be equal to the population you provided for January 1, 2023, plus the number who entered [**PROBATION/PAROLE**] throughout the year, minus the number of discharges)

## Attachment 20: Closeout email: no data

To: <<DATA PROVIDER\_EMAIL>>

**Subject:** Reminder to Finish the <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>

Dear <<Data Provider\_NAME>>,

Data collection for the 2023 Annual Probation Survey will close on [CLOSE DATE]. During our analysis, we noted that you provided data in the online survey system for the <<AGENCYNAME>>; however, you did not submit the <<forms, form>>. Due to the survey deadline quickly approaching, we ask that you either log back in to complete and submit the <<questionnaires, questionnaire>> or respond by providing the following critical item responses about your agency's adult <<probation and parole populations, probation population, parole population>>:

1. Total population on January 1, 2023 <<(broken down by adults serving probation for misdemeanors and felonies)>>:
2. New entries between January 1, 2023 and December 31, 2023 <<(broken down by adults serving probation for misdemeanors and felonies)>>:
3. Discharges and exits between January 1, 2023 and December 31, 2023 <<(broken down by adults serving probation for misdemeanors and felonies)>>:
4. Total population on December 31, 2023 <<(broken down by adults serving probation for misdemeanors and felonies)>>:

To complete your <<questionnaires, questionnaire>> via web, please navigate to [www.bjs-aps.org](http://www.bjs-aps.org) and use the login information below:

|               |                       |                   |
|---------------|-----------------------|-------------------|
| <<Probation>> | <<Username: USERID1>> | <<Password: PW1>> |
| <<Parole>>    | <<Username: USERID2>> | <<Password: PW2>> |

Your <<responses are, response is>> very important. Your agency cannot be replaced by another agency. If you have any questions, please contact RTI International (BJS's data collection agent for ASPP) by phone at (866) 334-4175 or by e-mail at [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org).

Sincerely,

Danielle Kaeble  
BJS Program Manager  
Annual Surveys of Probation and Parole

## Attachment 21: Closeout email: partial data

To: <<DATA PROVIDER\_EMAIL>>

**Subject:** Reminder to Finish the <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>

Dear <<Data Provider\_Name>>,

The <<AGENCY\_NAME>> was invited to participate in the Bureau of Justice Statistics' (BJS) 2023 <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>. Our records show that you have started but not completed your <<questionnaires, questionnaire>>. **We will be closing the <<surveys, survey>> in [CLOSE DATE]** and unless we hear from you before then, we will use the data that you have already provided. Please navigate to [www.bjs-aps.org](http://www.bjs-aps.org) and use the login information below to complete your <<questionnaires, questionnaire>>.

|               |                       |                   |
|---------------|-----------------------|-------------------|
| <<Probation>> | <<Username: USERID1>> | <<Password: PW1>> |
| <<Parole>>    | <<Username: USERID2>> | <<Password: PW2>> |

Your response is very important. Your agency cannot be replaced by another agency. If you have any questions, please contact RTI International (BJS's data collection agent for ASPP) by phone at (866) 334-4175 or by e-mail at [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org).

Sincerely,

Danielle Kaeble  
BJS Program Manager  
Annual Surveys of Probation and Parole

## Attachment 22: Closeout email: data clarification not received

TO: <<AH\_EMAIL>>

SUBJECT: Message from Danielle Kaeble, Corrections Statistics Unit, Bureau of Justice Statistics

### BODY OF E-MAIL:

Dear <<AH\_NAME>>,

Data collection for the 2023 <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>> will close in [CLOSE DATE], and we have not received your completed <<surveys, survey>>. I want to reemphasize that your participation in <<these surveys, this survey>> is vital to <<their, its>> success; there is no other source for these data. We appreciate any data your agency can provide.

**At a minimum, we hope to receive your agency's actual or estimated total <<probation and parole populations, probation population, parole population>> on December 31, 2023 <<(with the probation figures broken down by adults on misdemeanor probation and adults on felony probation)>>. <<IF RY22 DATA AVAILABLE: For your reference, the data your agency submitted for the 2022 collection appear at the bottom of this email.>>**

You can provide the data by calling our data collection agent, RTI International, at (866) 334-4175, emailing them at [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org) or responding online using the following information to log onto the website ([www.bjs-aps.org](http://www.bjs-aps.org)):

|               |                       |                   |
|---------------|-----------------------|-------------------|
| <<Probation>> | <<Username: USERID1>> | <<Password: PW1>> |
| <<Parole>>    | <<Username: USERID2>> | <<Password: PW2>> |

If you can provide any additional data, the most critical items include:

- Total population on January 1, 2023
- Entries between January 1, 2021 and December 31, 2023
- Exits between January 1, 2023 and December 31, 2023
- Total population on December 31, 2023

If you have questions, please contact me directly at (202) 305-2017 or [Danielle.Kaeble@usdoj.gov](mailto:Danielle.Kaeble@usdoj.gov). The Bureau of Justice Statistics appreciates the efforts of your agency to contribute to the <<Annual Surveys of Probation and Parole (ASPP), Annual Probation Survey (APS), Annual Parole Survey (APS)>>.

Sincerely,



Danielle Kaeble  
Corrections Statistics Unit  
Bureau of Justice Statistics

**<<The probation data provided by your agency for 2022 were:**

- Total population on January 1, 2022: [DATA]
- Entries between January 1, 2022 and December 31, 2022: [DATA]
- Exits between January 1, 2022 and December 31, 2022: [DATA]
- Total population on December 31, 2022: [DATA]>>

**<<The parole data provided by your agency for 2022 were:**

- Total population on January 1, 2022: [DATA]
- Entries between January 1, 2022 and December 31, 2022: [DATA]
- Exits between January 1, 2022 and December 31, 2022: [DATA]
- Total population on December 31, 2022: [DATA]>>

## Attachment 23: Data Retrieval Emails

### ASPP: First Data Retrieval E-mail Template

*Attach the completed PDF (saved from the SMS).*

Subject: Following Up on Data Quality Issues | <<USER ID>>

Dear <<DP SALUTATION>> <<DP LAST NAME>>,

I am contacting you today on behalf of the Bureau of Justice Statistics (BJS) regarding <<AGENCY NAME>>'s 20XX Annual <<Probation/Parole>> Survey that was submitted on <<SURVEY STATUS DATE>>. Specifically, the survey item(s) below were left blank or require further clarification. I would like to collect that information in order to consider the survey complete. In case it is helpful, I have attached a copy of the survey you submitted for reference.

- <<Error messages as a bulleted list. Some error messages have sub-bullets.>>

I would be happy to take this information over the phone or via e-mail. I can be reached at <<XXX-XXX-XXXX>> ext. <<extension>> or <<Agency Support Team Email>>.

Thank you for your support of BJS' statistical programs. I look forward to hearing from you.

Sincerely,

<<AST Member Name>>

<<Contractor>> Agency Support Team  
Annual Surveys of Probation and Parole

E-mail: <<Agency Support Team Email>>

Phone: << XXX-XXX-XXXX>>

Fax: << XXX-XXX-XXXX>>

# ASPP: Second Data Retrieval E-mail Template (DP)

## If the Agency Head is not the same as the Data Provider

*Forward the initial e-mail that you sent and include this additional information.*

*DATE1 is the date you sent the original e-mail; DATE2 should be one week from the date you send this second e-mail*

Dear <<DP Salutation>> <<DP Last Name>>,

I have been trying to reach you over the past couple of weeks to resolve the outstanding issues with <<Agency Name>>'s 20XX Annual <<Probation/Parole>> Survey. Complete and accurate data for each <<probation/parole>> agency is necessary for the reliability of the upcoming BJS bulletin *Probation and Parole in the United States*, <<YEAR>>. Would you be able to take a few moments to review the message I originally sent on <<DATE1>>, which is copied below?

Our team hopes to resolve these issues by <<DATE2>>. I understand that your time is limited, so I can reach out to the head of your agency, <<AH Salutation>> <<AH Last Name>>, if I do not hear back from you or someone in your agency by that time.

I would be happy to review these issues over the phone, if needed. I can be reached at <<XXX-XXX-XXXX>> ext. <<extension>>.

Thank you for your support of BJS' statistical programs. I look forward to hearing from you.

Sincerely,

<<AST Member First Name>> <<AST Member Last Name>>

<<Contractor>> Agency Support Team  
Annual Surveys of Probation and Parole

E-mail: <<Agency Support Team Email>>

Phone: << XXX-XXX-XXXX>>

Fax: << XXX-XXX-XXXX>>



## If the Agency Head is the same as the Data Provider

*Forward the initial e-mail that you sent and include this additional information.*

*DATE1 is the date you sent the original e-mail; DATE2 should be one week from the date you send this second e-mail*

Dear <<DP Salutation>> <<DP Last Name>>,

I have been trying to reach you over the past couple of weeks to resolve the outstanding issues with <<Agency Name>>'s 2019 Annual <<Probation/Parole>> Survey. Complete and accurate data for each <<probation/parole>> agency is necessary for the reliability of the upcoming BJS bulletin *Probation and Parole in the United States, 2019*. Would you be able to take a few moments to review the message I originally sent on <<DATE1>>, which is copied below?

Our team hopes to resolve these issues by <<DATE2>>. I understand that your time is limited, and we appreciate your efforts in resolving these discrepancies. Please let us know if you would like us to contact someone else at your agency to help clarify these issues.

I would be happy to review these issues over the phone, if needed. I can be reached at (800) 334-8571 ext. <<extension>>.

Thank you for your support of BJS' statistical programs. I look forward to hearing from you.

Sincerely,

<<AST Member First Name>> <<AST Member Last Name>>

RTI Agency Support Team  
Annual Surveys of Probation and Parole

E-mail: [bjs-aps-help@rti.org](mailto:bjs-aps-help@rti.org)

Phone: 1-866-334-4175

Fax: 1-866-509-7471

## Attachment 24: Follow-up email for data revisions

### ASPP: E-mail Noting Changes Template (DP)

*Only send this e-mail to DPs when you made changes to their submitted survey data.*

*Attach their final survey to the e-mail.*

Subject: BJS 20XX Annual <<Probation/Parole>> Survey | <<User ID>>

Dear <<DP Salutation>> <<DP Last Name>>,

Thank you for communicating with me regarding the 20XX Annual <<Probation/Parole>> Survey for <<Agency Name>>. Per your instructions on <<date>>, I made some edits to your survey responses. Most notably,

- <<List changes to survey (i.e., change a response from one non-zero number to another; change a response from DK to 0; change from BLANK to a non-zero number).>>

I attached the updated survey for your agency where you can review all of your agency's data. This e-mail is for informational purposes only and does not require a response. If you disagree with <<this change, these changes>>, or if we can provide any additional information, please contact me by phone or e-mail. I can be reached at <<XXX-XXX-XXXX>> ext. <<extension>> or <<Agency Support Team Email>>.

Sincerely,

<<AST Member First Name>> <<AST Member Last Name>>

<<Contractor>> Agency Support Team  
Annual Surveys of Probation and Parole

E-mail: <<Agency Support Team Email>>

Phone: << XXX-XXX-XXXX>>

Fax: << XXX-XXX-XXXX>>