Form CJ-##LP OMB No. ####-####: Approval Expires ##/##/20##



Law ENFORCEMENT AGENCY PULSE SURVEY

Sheriff’s Offices

**In correspondence about this survey, please refer to the Agency ID number printed below in this box. (Please correct any error in name and mailing address below. If the label is correct, please check the box in the bottom right hand corner of this box.)**

Agency ID:

Password:

Name:

Title:

Agency:

**The label is correct**

**INFORMATION SUPPLIED BY**

**NAME TITLE**

**TELEPHONE** Area Code Number Extension **FAX** Area Code Number

**EMAIL ADDRESS**

**Completion and Return Instructions**

* Unless otherwise noted, please answer all questions using June 30, 2024 as a reference.
* **Please do not leave any items blank.** If the answer to a question is none or zero, write “0” in the space provided. When exact numeric answers are not available, please provide estimates.
* Use an **X** when marking an answer in a response circle or box.
* There are four ways to submit this survey:
  + Online at **https://bjslecs.org/LEAP**. Please use the Agency ID and Password listed above to access the survey on the secure, encrypted website. This method allows for the ability to save partial data and return at a later time. If you or another staff member needs to access the survey multiple times, please only “submit” the survey once it is complete.
  + Mail the survey to RTI International (RTI) in the enclosed postage-paid envelope
  + Fax each page of the survey to 833-997-2721 (toll-free)
  + Scan and email the survey to **leap@rti.org**
* **Please submit your completed questionnaire by** **[DUE DATE].**
* If you have questions about the survey, items on the questionnaire, or how to submit completed responses, please contact the Survey Team at RTI by email at **leap@rti.org** or call the Help Line at 1-833-997-2719 (toll free). The Help Line is available from 9:00 a.m. to 5:00 p.m. (EST). When communicating about the survey, please reference your Agency ID.
* If you have general comments or suggestions for improving the survey, please contact Sean Goodison, Statistician, Law Enforcement Statistics Unit, Bureau of Justice Statistics, by phone at 202-307-0765 or by email at [Sean.Goodison@usdoj](mailto:Sean.Goodison@usdoj).gov.
* Please retain a copy of your completed survey for one year. Questionnaires completed through the online option can be printed for your records.

**Burden Statement**

Public reporting burden for this collection of information is estimated to average 40 minutes per response, including 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 other aspects 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. The Omnibus Crime Control and Safe Streets Act of 1968, as amended (34 U.S.C. § 10132), authorizes this information collection. Although this survey is voluntary, we urgently need and appreciate your cooperation to make the results comprehensive, accurate, and timely.

**Section I: Personnel**

1. **Enter the number of full-time and part-time *paid* agency employees for the pay period specified below.** *Count employees who are regularly scheduled to work less than 35 hours per week as part-time. If none, enter ‘0’.*

|  |  |  |
| --- | --- | --- |
| **Pay period that included June 30, 2024:** | **Full-time** | **Part-time** |
| a. Sworn deputies with general arrest powers (e.g., road deputies) |  |  |
| b. Deputies with limited or no arrest powers (e.g., jail/correctional deputies) |  |  |
| c. Non-sworn/civilian personnel |  |  |
| **d. Total paid employees *(sum of rows a-c)*** |  |  |

**2. Enter the number of full-time sworn deputy vacancies for the pay period specified below.**

|  |  |
| --- | --- |
| 1. **Pay period that included June 30, 2024:** | **Full-time sworn deputy vacancies** |
|  |  |

(Continued on next page)

***Unless otherwise noted, please answer all remaining questions using June 30, 2024, as a reference.***

**3. Enter the number of full-time personnel according to their primary job responsibility for the pay period that included June 30, 2024.** *Count each full-time staff person ONLY once. If a person performed more than one function, enter that person’s count in the job category in which s/he spent most of her/his time. If none, enter ‘0’.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Sworn deputies with general arrest powers** | **Deputies with limited or no arrest powers** | **Non-sworn/ civilian personnel** |
| **a. Administration** – Sheriff, assistants and other personnel who work in an administrative capacity. *Include finance, human resources, and internal affairs.* |  |  |  |
| **b. Total operations** – Road deputies, detectives, inspectors, supervisors, and other personnel providing direct law enforcement services. *Include traffic, patrol, investigations, and special operations.* |  |  |  |
| **c. Jail-related duties** – Correctional deputies, guards, and other support personnel who primarily work in a jail system. |  |  |  |
| **d. Court related duties** – Bailiffs, security guards, etc. |  |  |  |
| **e. Civil process duties –** Process servers, real estate administrators, etc. |  |  |  |
| **f. Total support –** Dispatchers, records clerks, crime analysts, crime lab technicians, and other personnel providing support services other than administrative. *Include communications, crime lab, fleet management, and training.* |  |  |  |
| **g. Other personnel not included above** (e.g., crossing guards, information technology (IT), parking enforcement, etc.) |  |  |  |

(Continued on next page)

**4. Enter the number of full-time sworn deputies by race, Hispanic origin and sex for the pay period that included June 30, 2024.** *If none, enter ‘0’.*

|  |  |  |
| --- | --- | --- |
|  | **Male** | **Female** |
| 1. White, non-Hispanic |  |  |
| 1. Black or African American, non-Hispanic |  |  |
| 1. Hispanic or Latino |  |  |
| 1. American Indian or Alaska Native, non-Hispanic |  |  |
| 1. Asian, non-Hispanic |  |  |
| 1. Native Hawaiian or other Pacific Islander, non-Hispanic |  |  |
| 1. Two or more races |  |  |
| 1. Not known |  |  |
| 1. **Total full-time sworn deputies (*sum of rows a-h*)** |  |  |

**Section II: Budget**

**5a. Enter your agency's total operating budget for the fiscal years specified below.** *If the budget is not available, provide an estimate and check the box below. Include jail administration costs. DO NOT include building construction costs or major equipment purchases.*

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Operating Budget** | | | | | | | | | **Please mark if this figure is an estimate** |
| **Fiscal year that included**  **June 30, 2024:** | $ |  | , |  | , |  | , |  | .00 |  |

(Continued on next page)

**5b. Does your agency operate a jail?**

Yes

No 🡪 ***If no, SKIP to #5d***

**5c. How much of the above total operating budget was for jail administration?**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Jail Administration Budget** | | | | | | | | | **Please mark if this figure is an estimate** |
| **Fiscal year that included**  **June 30, 2024:** | $ |  | , |  | , |  | , |  | .00 |  |

**5d. Please indicate the month and day on which your agency’s fiscal year begins:**

|  |  |  |
| --- | --- | --- |
|  | **/** |  |
| MM | **/** | DD |

|  |  |  |
| --- | --- | --- |
|  |  |  |

**Section III: Hiring and Retention**

**6a. During the 12-month period ending June 30, 2024, how many full-time sworn deputies were hired by your agency?** *Include all full-time**sworn personnel hired whether they are currently employed by the agency or not.*

|  |  |
| --- | --- |
|  | Number of full-time sworn deputies hired |

**🡪 *If 0, SKIP to #7.***

**6b. *(If at least one new hire)* How many of those hires were:**

|  |  |
| --- | --- |
|  | **Number of Full-Time Sworn Deputies Hired** |
| a. Entry-level hires (non-lateral) |  |
| b. Lateral transfers/hires |  |
| c. Other new hires |  |

**7a. During the 12-month period ending June 30, 2024, how many full-time sworn deputies separated from your agency?** *DO NOT include sworn deputy recruits who separated prior to completing academy training. If none, enter ‘0’.*

|  |  |
| --- | --- |
|  | Number of full-time sworn deputies separated |

**🡪 *If 0, SKIP to #8 on page 6***

**7b. *(If at least one separation)* How many of those separations were:**

|  |  |
| --- | --- |
|  | **Number of Full-Time Sworn Deputies Separated** |
| a. Probationary rejections |  |
| b. Layoffs |  |
| c. Dismissals (e.g., terminations, forced resignations or separations) |  |
| d. Voluntary resignations |  |
| e. Medical/disability retirements |  |
| f. Non-medical retirements |  |
| g. Deaths |  |
| h. Other reasons |  |

**Section IV: Data Use**

**8. As of June 30, 2024, did your agency use data for any of the following activities?**

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| a. Budget allocation |  |  |
| b. Hot spot analysis |  |  |
| c. Intelligence analysis |  |  |
| d. Patrol allocation |  |  |
| e. Predictive policing (i.e., using computer models to predict where crime will occur) |  |  |
| f. Social network analysis |  |  |
| g. Targeted enforcement |  |  |

**Thank You!**

Thank you for participating in this survey.

Please retain a copy for your records as project staff may call to clarify responses.

Submit this form using one of the following methods:

**E-mail:** leap@rti.org

**Fax:** 833-997-2721 (toll-free)

**Mail:** Use the enclosed postage-paid envelope, or mail to:

RTI International

ATTN: Data Capture

(0217162.000.002.003)

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