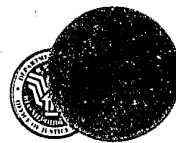


U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Statistics



Bureau of Justice Statistics Application Information Fiscal Year 1992 Programs

	Page
Application Information	1
State Statistical Analysis Centers Information Network	11
History Record Improvement Program	18
Information Policy Assistance Program	24
Based Reporting Systems Program: Law Enforcement Utilization Project	28
Justice Statistics: State Court Utilization Project	33
BJS Visiting Research Fellowship Program	35

134644

Bureau of Justice Statistics reports

(Revised October 1991)

Call toll-free 800-732-3277 (local 301-251-5500) to order BJS reports, to be added to one of the BJS mailing lists, or to speak to a reference specialist in statistics at the Justice Statistics Clearinghouse, National Criminal Justice Reference Service, Box 6000, Rockville, MD 20850.

BJS maintains the following mailing lists:

- Law enforcement reports (new)
- Drugs and crime data (new)
- Justice spending & employment
- White-collar crime
- National Crime Survey (annual)
- Corrections (annual)
- Courts (annual)
- Privacy and security of criminal history information and information policy
- Federal statistics (annual)
- BJS bulletins and special reports (approximately twice a month)
- Sourcebook of Criminal Justice Statistics (annual)

Single copies of reports are free; use NCJ number to order. Postage and handling are charged for bulk orders of single reports. For single copies of multiple titles, up to 10 titles are free; 11-40 titles \$10; more than 40, \$20; libraries call for special rates.

Public-use tapes of BJS data sets and other criminal justice data are available from the National Archive of Criminal Justice Data (formerly CJAIN), P.O. Box 1248, Ann Arbor, MI 48106 (toll-free 1-800-999-0960).

National Crime Victimization Survey

The Nation's two crime measures: Uniform Crime Reports and the National Crime Survey, NCJ-122705, 4/90

Criminal victimization in the U.S.: 1973-88 trends, NCJ-129392, 7/91
1989 (final), NCJ-129391, 6/91
1988 (final), NCJ-122024, 10/90

BJS special reports

Handgun crime victims, NCJ-123559, 7/90
Black victims, NCJ-122562, 4/90
Hispanic victims, NCJ-120507, 1/90
The redesigned National Crime Survey: Selected new data, NCJ-114746, 1/89
Motor vehicle theft, NCJ-109978, 3/88
Elderly victims, NCJ-107676, 11/87
Violent crime trends, NCJ-107217, 11/87
Robbery victims, NCJ-104638, 4/87
Violent crime by strangers and non-strangers, NCJ-103702, 1/87
Preventing domestic violence against women, NCJ-102037, 8/86
Crime prevention measures, NCJ-100438, 3/86
The use of weapons in committing crimes, NCJ-99643, 1/86
Reporting crimes to the police, NCJ-99432, 12/85
The economic cost of crime to victims, NCJ-93450, 4/84

BJS bulletins

Criminal victimization 1990, NCJ-130234, 10/91
Crime and the Nation's households, 1990, NCJ-130302, 8/91
The crime of rape, 1987, 3/85
Household burglary, NCJ-96021, 1/85
Measuring crime, NCJ-75710, 2/81

BJS technical reports

New directions for the NCS, NCJ-115571, 3/89
Series crimes: Report of a field test, NCJ-104615, 4/87

School crime, NCJ-131645, 9/91
Teenage victims of crime, NCJ-128129, 5/91
Female victims of violent crime, NCJ-127187, 1/91

Redesign of the National Crime Survey, NCJ-111457, 3/89
The seasonality of crime victimization, NCJ-111033, 6/88
Crime and older Americans information package, NCJ-104569, 5/87, \$10
Victimization and fear of crime: World perspectives, NCJ-93872, 1/85, \$9.15
The National Crime Survey: Working papers, Current and historical perspectives, vol. 1, NCJ-75374, 8/82
Methodology studies, vol. II, NCJ-90307, 12/84

Corrections

BJS bulletins and special reports

Capital punishment 1990, NCJ-131648, 9/91
Prisoners in 1990, NCJ-129198, 5/91
Women in prison, NCJ-127991, 4/91
Violent State prison inmates and their victims, NCJ-124133, 7/90
Prison rule violators, NCJ-120344, 12/89
Recidivism of prisoners released in 1983, NCJ-116261, 4/89
Drug use and crime: State prison inmate survey, 1986, NCJ-111940, 7/88
Time served in prison and on parole, 1984, NCJ-108544, 12/87
Profile of State prison inmates, 1986, NCJ-109926, 1/88
Imprisonment in four countries, NCJ-103967, 2/87
Population density in State prisons, NCJ-103204, 12/86
State and Federal prisoners, 1925-85, NCJ-102494, 11/86
Prison admissions and releases, 1983, NCJ-100582, 3/86
The prevalence of imprisonment, NCJ-93657, 7/85

Prisoners at midyear 1991 (press release), 10/91

Correctional populations in the United States: 1989, NCJ-130445, 10/91
1988, NCJ-124280, 3/91

Race of prisoners admitted to State and Federal institutions, 1926-86, NCJ-125618, 6/91
National corrections reporting program, 1985, NCJ-123522, 12/90

Historical statistics on prisoners in State and Federal institutions, year-end 1925-86, NCJ-111098, 6/88
1984 census of State adult correctional facilities, NCJ-105585, 7/87

Census of jails and survey of jail inmates

BJS bulletins and special reports

Drugs and jail inmates, NCJ-130836, 8/91
Jail inmates, 1990, NCJ-129756, 6/91
Profile of jail inmates, 1989, NCJ-129097, 4/91
Jail inmates, 1989, NCJ-123264, 6/90
Population density in local jails, 1988, NCJ-122299, 3/90
Census of local jails, 1988 (BJS bulletin), NCJ-121101, 2/90
Jail inmates, 1987, NCJ-114319, 12/88
Drunk driving, NCJ-109945, 2/88
Jail inmates, 1986, NCJ-107123, 10/87

Census of local jails 1988:

Summary and methodology, vol. I, NCJ-127992, 3/91
Data for individual jails in the Northeast, Midwest, South, West, vols. II-V, NCJ-130759-130762, 9/91
Census of local jails, 1983: Data for individual jails, Northeast, Midwest, South, West, vols. I-IV, NCJ-112796-9, 11/88
Selected findings, methodology, summary tables, vol. V, NCJ-112796, 11/88

Parole and probation

BJS bulletins

Probation and parole: 1989, NCJ-125833, 11/90
1988, NCJ-119970, 11/89

BJS special reports

Recidivism of young parolees, NCJ-104916, 5/87

Children in custody

Census of public and private juvenile detention, correctional, and shelter facilities, 1975-85, NCJ-114065, 6/89
Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Law enforcement management

BJS bulletins and special reports

Police departments in large cities, 1987, NCJ-119220, 8/89
Profile of state and local law enforcement agencies, NCJ-113949, 3/89

Expenditure and employment

BJS bulletins

Justice expenditure and employment: 1988, NCJ-123132, 7/90

Anti-drug abuse formula grants: Justice variable pass-through data, 1988 (BJS technical report), NCJ-120070, 3/90

Justice expenditure and employment: 1988 (full report), NCJ-125619, 8/91
1985 (full report), NCJ-106356, 8/89
Extracts, 1984, 1985, 1986, NCJ-124139, 8/91

Courts

BJS bulletins

Pretrial release of felony defendants, 1988, NCJ-127202, 2/91
Felony sentences in State courts, 1988, NCJ-126923, 12/90
Criminal defense for the poor, 1986, NCJ-112919, 9/88
State felony courts and felony laws, NCJ-106273, 8/87
The growth of appeals: 1973-83 trends, NCJ-96381, 2/85
Case filings in State courts 1983, NCJ-95111, 10/84

BJS special reports

Felony case processing in State courts, 1986, NCJ-121753, 2/90
Felony case-processing time, NCJ-101985, 8/86
Felony sentencing in 18 local jurisdictions, NCJ-97681, 6/85

Felons sentenced to probation in State courts, 1986, NCJ-124944, 11/90

Felony defendants in large urban counties, 1988, NCJ-122385, 4/90

Profile of felons convicted in State courts, 1986, NCJ-120021, 1/90

Sentencing outcomes in 28 felony courts, NCJ-105743, 8/87

The prosecution of felony arrests: 1987, NCJ-124140, 9/90

Felony laws of the 50 States and the District of Columbia, 1986, NCJ-105066, 2/88, \$14.60
State court model statistical dictionary: Supplement, NCJ-98326, 9/85
1st edition, NCJ-62320, 9/80

Privacy and security

Compendium of State privacy and security legislation:

1989 overview, NCJ-121157, 5/90
1987 overview, NCJ-111097, 9/82
1989 full report (1,500 pages, microfiche \$2, hard copy \$145), NCJ-121158, 9/90

Criminal justice information policy:

Forensic DNA analysis: Issues, NCJ-128567, 6/91

Statutes requiring use of criminal history record information, NCJ-129896, 6/91

Survey of criminal history information systems, NCJ-125620, 3/91

Original records of entry, NCJ-125626, 12/90

BJS/SEARCH conference proceedings: Criminal justice in the 1990's: The future of information management, NCJ-121697, 5/90

Juvenile and adult records: One system, one record?, NCJ-114947, 1/90

Open vs. confidential records, NCJ-113560, 1/88

Strategies for improving data quality, NCJ-115339, 5/89

Public access to criminal history record information, NCJ-111456, 11/88

Juvenile records and recidivism keeping systems, NCJ-112815, 11/88

Automated fingerprint identification systems: Technology and policy issues, NCJ-104342, 4/87

Criminal justice "hot" files, NCJ-101850, 12/86

Drugs & crime data

Drugs and crime facts, 1990, NCJ-128662, 8/91

State drug resources: A national directory, NCJ-122582, 5/90

Federal drug data for national policy, NCJ-122715, 4/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Computer crime

BJS special reports

Electronic fund transfer: fraud, NCJ-96666, 3/85
and crime, NCJ-92650, 2/84

Electronic fund transfer systems fraud, NCJ-100461, 4/86

Expert witness manual, NCJ-77927, 9/81, \$11.50

Federal justice statistics

Compendium of Federal justice statistics:

1988, NCJ-130474, 10/91

1986, NCJ-125617, 1/91

1985, NCJ-123560, 8/90

Federal criminal case processing, 1980-89, with preliminary data for 1990, NCJ-130526, 10/91

The Federal civil justice system (BJS bulletin), NCJ-104769, 8/87

Federal offenses and offenders

BJS special reports

Immigration offenses, NCJ-124546, 8/90
Federal criminal cases, 1980-87, NCJ-118311, 7/89

Drug law violators, 1980-86, NCJ-111763, 6/88

Pretrial release and detention: The Bail Reform Act of 1984, NCJ-109929, 2/88
White-collar crime, NCJ-106876, 9/87

General

BJS bulletins and special reports

BJS telephone contacts, '91, NCJ-130133, 7/91

Tracking offenders, 1988, NCJ-129861, 6/91

Tracking offenders, 1987, NCJ-125315, 10/90

Criminal cases in five States, 1983-86, NCJ-116798, 9/89

International crime rates, NCJ-110776, 5/88

BJS national update:

Oct. '91, NCJ-131778, 10/91

July '91, NCJ-129863, 7/91

Sourcebook of criminal justice statistics, 1990, NCJ-130580, 9/91

BJS program application kit, fiscal 1991, NCJ-128413, 3/91

Violent crime in the United States, NCJ-127855, 3/91

Attorney General's program for improving the Nation's criminal history records and identifying felons who attempt to purchase firearms, NCJ-128131, 3/91

BJS data report, 1989, NCJ-121514, 1/91

Publications of BJS, 1985-89:

Microfiche library, PRO30014, 5/90, \$190

Bibliography, TBO030013, 5/90, \$17.50

Publications of BJS, 1971-84:

Microfiche library, PRO30012, 10/86, \$203

Bibliography, TBO30012, 10/86, \$17.50

1990 directory of automated criminal justice information systems, Vol. 1, Corrections; 2, Courts; 3, Law enforcement; 4, Probation and parole; 5, Prosecution; NCJ-122226-30, 5/90

BJS annual report, fiscal 1988, NCJ-115749, 4/89

Report to the Nation on crime and justice:

Second edition, NCJ-105506, 6/88

Technical appendix, NCJ-112011, 8/88

Criminal justice microcomputer guide and software catalog, NCJ-112178, 8/88

National survey of crime severity, NCJ-96017, 10/85

See order form on last page

134644

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



Bureau of Justice Statistics Application Information Fiscal Year 1992 Programs

NCJRS

February 1992, NCJ-134644

MAR 12 1992

ACQUISITIONS

134644

U.S. Department of Justice
National Institute of Justice

This document has been reproduced exactly as received from the person or organization originating it. Points of view or opinions stated in this document are those of the authors and do not necessarily represent the official position or policies of the National Institute of Justice.

Permission to reproduce this [redacted] material has been granted by

Public Domain/OJP/BJS

U.S. Department of Justice

to the National Criminal Justice Reference Service (NCJRS).

Further reproduction outside of the NCJRS system requires permission of the [redacted] owner.

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

**Steven D. Dillingham, Ph.D.
Director**

Acknowledgments: This report was prepared by Maureen Henneberg of the Bureau of Justice Statistics under the supervision of S.S. Ashton, Jr. Tom Hester edited the report. Production was administered by Marilyn Marbrook, assisted by Yvonne Boston.

The Assistant Attorney General is responsible for matters of administration and management with respect to the OJP agencies: Bureau of Justice Statistics, National Institute of Justice, Bureau of Justice Assistance, Office of Juvenile Justice and Delinquency Prevention, and Office for Victims of Crime. The Assistant Attorney General establishes policies and priorities consistent with the statutory purposes of the OJP agencies and the priorities of the Department of Justice.

**BUREAU OF JUSTICE STATISTICS
TABLE OF CONTENTS**

	Page
Introduction	1
Application and Administrative Information	4
State Statistical Analysis Centers (SAC) and Information Network	11
Criminal History Record Improvement (CHRI) Program	18
Justice Information Policy Assistance Program	24
Incident-Based Reporting System Program: Local Law Enforcement Utilization Project	28
Civil Justice Statistics: State Court Organization Project	33
BJS Visiting Research Fellowship Program	35

BUREAU OF JUSTICE STATISTICS INTRODUCTION

The Bureau of Justice Statistics (BJS) is the premier criminal justice statistical agency in the world, providing the Nation with statistical information, statistical analyses, and new and empirically-based ideas. BJS collects, analyzes, publishes, and disseminates statistical information on crime, criminal offenders, victims of crime, and the operations of justice systems at all levels of government and internationally. These objective and critical data and analyses are used by key policymakers at the Federal, State, and local levels in their efforts toward combatting drugs and crime (e.g., "Operation Weed and Seed" initiatives). BJS also provides technical and financial support to State statistical and operating agencies responsible for the collection and analysis of State criminal justice data and statistics. Additionally, BJS administers a major program, funded by the Bureau of Justice Assistance, to assist State and local governments in improving their criminal history records and information systems.

BJS is announcing six programs for which applications may be made. The program announcement for the State Court Organization project was published in the *Federal Register* on August 28, 1991, and applications were received until October 15, 1991. The Justice Information Policy Assistance program was announced in the *Federal Register* on February 3, 1992, and applications will be accepted on or before March 2, 1992.

The State Statistical Analysis Center program and the Criminal History Record Information (CHRI) program have single eligible applicant agencies within each State. For SAC programs, the State Statistical Analysis Centers (SACs) are the eligible award recipients. Applications for the SAC program may be submitted at any time; there is no calendar deadline. For the CHRI program, applicants should be the State agency responsible for directing or overseeing the repository of Statewide criminal history files on persons arrested for fingerprintable offenses within the State. Agencies responsible for reporting dispositions to the criminal history repository are also eligible to receive funds. Every State is eligible to participate in this program and all states are encouraged to apply. Applications for the CHRI program should be submitted as soon as possible for funding in fiscal year 1992.

State Statistical Analysis Centers (SAC) and Information Network

Through the BJS-supported State Statistical Analysis Centers (SAC) program, a new effort will be initiated to assist States in establishing a national infrastructure to promote the collection of common criminal justice statistical data among the States and the development of an electronic data-sharing mechanism to be used by the States and the Federal government. This project will assist in the BJS initiative to develop new and more accurate measures of the Nation's justice system.

Criminal History Record Improvement (CHRI) Program

The Attorney General's 3-year \$27 million Criminal History Record Improvement (CHRI) program will continue in fiscal year 1992. CHRI is designed to assist States in improving the accuracy, completeness, and timeliness of criminal history record information maintained by State central repositories. In FY 1991, the second year of the Attorney General's 3-year program, BJS awarded more than 25 grants to the States for the implementation of Criminal History Record Improvement projects.

Justice Information Policy Assistance Program

The BJS Criminal Justice Information Policy program, in existence since 1978, is designed to assist States in upgrading the quality of State criminal history record systems and in addressing the issues which ensure the utility of criminal history records for both criminal and noncriminal justice purposes. The program also serves as a conduit for the coordination with States and other Federal agencies relating to such activities as: the interstate system for the exchange of criminal history record data among States and with the FBI, development of a national fingerprint capability, and development of procedures for presale firearm record check systems.

Incident-Based Reporting System Program: Local Law Enforcement Utilization Project

Having funded the redesign of the Uniform Crime Reporting (UCR) program of the Federal Bureau of Investigation, BJS has provided support for a number of years to State UCR programs in their implementation of recent changes under the National Incident-Based Reporting System (NIBRS). To further promote the operational significance of incident-based reporting, BJS will fund several local law enforcement agencies to demonstrate and document the utility of incident-based reporting to the law enforcement and criminal justice community (e.g., "Operation Weed and Seed" initiatives), and to begin efforts to obtain incident-based data from selected jurisdictions for analytical purposes.

Civil Justice Statistics: State Court Organization Project

In response to increasing demands from the Administration and the justice community, BJS will initiate data collections and analyses related to selected civil justice topics. One such research project is the National Survey of State Court Organization which will collect data on organizational, financial, and personnel aspects of State and Federal judicial systems.

BJS Visiting Research Fellowship Program

BJS is establishing a fellowship program designed to promote criminal justice and related statistical research among the academic and professional justice communities to meet the specific needs of the Department of Justice and BJS. The Fellowship Program offers justice system professionals and researchers an opportunity to have a significant impact on specific

BJS projects, as well as a chance to investigate innovative approaches to the analysis and dissemination of BJS data. Visiting Fellows will participate in a specifically designed research project of particular relevance to the national or international justice community.

APPLICATION AND ADMINISTRATIVE INFORMATION

All applicants must submit a completed Application for Federal Assistance (Standard Form 424), including a program narrative, a detailed budget, and budget narrative. All applications must include the information outlined in this section. The Application for Federal Assistance (SF-424) and necessary certificates can be obtained by contacting the Applications Coordinator (at the address and number below) or appropriate program manager referenced in each program announcement.

In submitting applications that contain more than one organization, the relationships among the parties must be set forth in the application. As a general rule, organizations that describe their working relationship in the development of products and the delivery of services as primarily cooperative or collaborative in nature will be considered co-applicants. In the event of a co-applicant submission, one co-applicant must be designated as the payee to receive and disburse project funds and be responsible for the supervision and coordination of the activities of the other co-applicant. Under this arrangement, each organization would agree to be jointly and severally responsible for all project co-applicant funds and services. Each co-applicant must sign the SF-424 and indicate acceptance of the conditions of joint and several responsibility with the other co-applicant.

Applicants who have not previously received Federal funds are asked to submit a copy of the Office of Justice Programs, *Accounting System and Financial Capability Questionnaire* (OJP Form 7120/1). Other applicants also may be requested to submit this form.

An original and two copies of the application are required. To facilitate the review of the applications, three additional copies are requested. Applications and copies must be sent to the following address:

**Application Coordinator
Bureau of Justice Statistics
633 Indiana Avenue, NW
Washington, DC 20531
Phone: (202) 616-3500**

Applications must be postmarked as indicated by the individual program due date.

APPLICATION CONTENT AND REQUIRED CERTIFICATIONS

In completing Standard Form 424, all of the following items must be addressed:

Organizational Experience:

Applicants must concisely describe their organizational experience and explain how their capabilities enable them to achieve the goals and objectives of the program. This explanation also should include the applicant's **financial capability**, i.e., the fiscal controls and accounting procedures which assure that Federal funds will be accounted for properly. Where appropriate, applicants must demonstrate their capability to obtain the cooperation and/or resources of State or local governmental entities to implement the program.

Proposed Strategy:

There are three elements that must be addressed in formulating a sound strategy. These are:

- o A succinct statement of the applicant's understanding of the **Goals and Objectives** of the program, including a discussion of the potential contribution of this program to the field.
- o The proposed **Program Strategy** for achieving these goals and objectives and their major elements, products and activities of the programs.
- o The proposed approach to **Evaluate** the program.

Program Implementation Plan:

Applicants must prepare a plan that outlines the major activities involved in implementing the program and describe how available resources will be allocated. The plan must include an annotated organizational chart depicting the roles and responsibilities of key organizational/functional components and a list of key personnel responsible for managing and implementing the major elements of the program. There must be a **Time-task** plan which clearly identifies the major milestones and products, organizational responsibility, and a schedule for the completion of activities and products. Finally, the applicant must concisely describe the interim and final **Products** of the program, and address the purpose, audience and usefulness to the field of each product.

Program Budget:

Applicants must provide a budget with a detailed justification for all costs, including the basis for computation of these costs. In the case of co-applicants, detailed budgets for each

organization's expenses must be submitted. The program budget must be complete, reasonable, and cost-effective in relation to the proposed program.

Qualifications of the Program Staff:

Applicants must fully describe the capabilities and work experience of all key staff members. The relationship of prior work experience to the requirements of the program being undertaken must be clearly demonstrated.

Applications must be accompanied by Office of Justice Programs (OJP) Form 4061/6, *Certification Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements*, which provides for compliance with certification under 28 CFR Part 69, "New Restrictions on Lobbying", and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)."

Lobbying

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

- o No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- o If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, *Disclosure of Lobbying Activities*, in accordance with its instructions;
- o The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

Debarment and Suspension

As required by Executive Order 12549, Debarment and Suspension, and implemented at CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510, the applicant certifies that it and its principals:

- o Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- o Have not within a 3-year period preceding this application been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and
- o Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any offense related to having paid any funds other than Federal appropriated funds to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any Federal grant or cooperative agreement.

Drug-Free Workplace

This certification is required by the Drug-Free Workplace Act of 1988, 28 CFR Part 67, Subpart F, and provides that all grantees of Federal funds, other than an individual, shall certify to the granting agency that it will provide a drug-free workplace by:

- o Publishing a statement notifying employees that the unlawful manufacturing, distribution, dispensation, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- o Establishing a drug-free awareness program to inform employees about:
 - the dangers of drug abuse in the workplace;
 - the grantee's policy of maintaining a drug-free workplace;
 - any available drug counseling, rehabilitation and employee assistance programs; and
 - the penalties that may be imposed upon employees for drug abuse violations.

- o Making it a requirement that each employee to be engaged in the performance of such grant be given a copy of the statement of notification prohibiting controlled substances in the workplace.
- o Notifying the employee that as a condition of employment in such grant, the employee will:
 - abide by the terms of the statement; and
 - notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction.
- o Notifying the granting agency, in writing, within 10 calendar days after receiving notice of a conviction from an employee or otherwise receiving actual notice of such conviction.
- o Imposing a sanction on or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted.
- o Making a good faith effort to continue to maintain a drug-free workplace.

The U.S. Office of Management and Budget, in collaboration with other Federal executive agencies, including the Department of Justice, has developed regulations to implement the Drug-Free Workplace Act of 1988.

SELECTION CRITERIA

Refer to individual program descriptions for the selection criteria to be used for each program. Criteria point systems are assigned to programs where applicable.

FINANCIAL REQUIREMENTS

Discretionary Grants are governed by the provisions of the Office of Management and Budget (OMB) Circulars applicable to financial assistance. The circulars, along with additional information and guidance, are contained in the "Financial and Administrative Guide for Grants," Office of Justice Programs, Guideline Manual, M7100, available from the Office of Justice Programs. This guideline manual includes information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records.

CIVIL RIGHTS REQUIREMENTS

In accordance with Section 809 (c) (1) of the Omnibus Crime Control and Safe Streets Act of 1968, as amended by the Anti-Drug Abuse Act of 1988, no person in any State shall on the grounds of race, color, religion, national origin, or sex be excluded from participation in, be denied the benefits of, be subjected to discrimination under or denied employment

in connection with any program or activity funded in whole or in part with funds made available under this title. Recipients of funds under the Act are also subject to the provisions of Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1974, as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1974; and the Department of Justice Non-Discrimination Regulations 28 CFR Part 42, Subparts C, D, E, and G. Upon request, applicants shall maintain such records and submit to BJS or OJP timely, complete, and accurate information regarding their compliance with the foregoing statutory and regulatory requirements.

In the event a Federal or State court or a Federal or State administrative agency makes a finding of discrimination, after a due process hearing, on the grounds of race, color, religion, national origin, or sex against a recipient of funds, the recipient will forward a copy of the finding to the Office of Civil Rights (OCR) of the Office of Justice Programs.

AUDIT REQUIREMENT

In October 1984, Congress passed the Single Audit Act of 1984. On April 12, 1985, the Office of Management and Budget issued Circular A-128, "Audits of State and Local Governments" which establishes regulations to implement the Act. OMB Circular A-128, "Audits of State and Local Governments," outlines the requirements for organizational audits which apply to BJS grantees.

Institutions of higher education, hospitals, and other nonprofit organizations have the responsibility to provide for an audit of their activities not less than every 2 years. The required audits are to be on an organization-wide basis rather than on a grant-by-grant basis.

DISCLOSURE OF FEDERAL PARTICIPATION

In compliance with Section 623 of Public Law 102-141, the recipient agrees that no amount of this Award shall be used to finance the acquisition of goods or services (including construction services) for the Project unless the recipient:

- (A) specifies in any announcement of the awarding of the contract for the procurement of the goods and services involved (including construction services) the amount of Federal funds that will be used to finance the acquisition; and
- (B) expresses the amount announced pursuant to paragraph (A) as a percentage of the total cost of the planned acquisition.

The above requirements only apply to a procurement for goods or services (including construction services) that has an aggregate value of \$500,000 or more.

INTERGOVERNMENTAL REVIEW OF FEDERAL PROGRAMS

Federal Executive Order 12372, "Intergovernmental Review of Federal Programs," allows States to establish a process for reviewing Federal programs in the State, to choose which programs they wish to review, to conduct such reviews, and to make their views known to the funding Federal agency through a State "single point of contact." The list of programs which a State may select for review includes BJS State-level statistical programs "for criminal justice statistics development." All SAC programs are within that category.

If the State has established a "single point of contact," and if the State has selected this program to be included in its review process, the applicant must send a copy of its letter or application to the State "single point of contact" at the same time that it is submitted to BJS. The letter or application submitted to BJS must indicate that this has been done. The State must complete its review within 60 days. The review period will begin on the date that the letter or application is officially received by BJS. If BJS does not receive comments from the State's "single point of contact" by the end of the review period, this will be interpreted as a "no comment" response.

If the State has not established a "single point of contact," or if it has not selected the BJS statistics development programs for inclusion in its review process, this must be stated in the letter or application.

STATE-LEVEL STATISTICAL ANALYSIS CENTERS (SAC) AND INFORMATION NETWORK

Purpose:

Since 1972, this program has provided support to State governments for the establishment and operation of State-level centers to collect, analyze, and report statistics on crime and justice, and to share state-level information nationally. In 1992, BJS will encourage States to develop a capability for: (1) establishing a system for sharing State-level justice system information by defining a basic infrastructure that promotes the collection of common criminal justice statistical data among the States; and (2) beginning the development of a mechanism to share data and information among the States and to access Federal and State data and information electronically. The information produced by SACs and their involvement in projects, such as the SAC Information Network, are critical to State and local law enforcement agencies and community organizations in their efforts to combat drugs and crime (e.g., "Operation Weed and Seed" initiatives). "Operation Weed and Seed," initiated in FY 1991 by the Office of Justice Programs, is an innovative, comprehensive and integrated multi-agency approach to law enforcement and community revitalization for controlling and preventing violent crime, drug abuse and gang activity in the Nation. Violent criminals, illegal gang activity, drug trafficking and related violence are "weeded out" of selected high-crime neighborhoods. Subsequently, these neighborhoods will be "seeded" with social, economic, and community revitalization programs. Further information relating to the "Operation Weed and Seed" initiative is available from the Bureau of Justice Assistance.

Background:

In the United States, the preponderance of criminal justice and justice system activities take place at State and local levels of government. The systematic collection and analysis of data on these activities enables the Bureau of Justice Statistics (BJS) to comply with its charter to publish and disseminate statistical information on crime and the operation of the justice system, giving emphasis to State and local justice system needs. State and local governments use the data for policy analysis, planning, and conducting their justice system operations and evaluations.

BJS is specifically authorized by statute (42 U.S.C. 3732) to provide assistance in the development of State and local government justice information systems, and directed to give primary emphasis to the problems of State and local justice systems (42 U.S.C. 3731). BJS works in cooperation with the States through a network of State Statistical Analysis Centers (SACs). These Centers were established with support from BJS and its predecessor agency, the National Criminal Justice Information and Statistics Service (NCJISS). Currently, there are SACs in 48 States, the District of Columbia, Puerto Rico, and the Northern Marianas Islands. This program may provide funding for the establishment of new SACs in States that do not have them, and may provide partial funding for established SACs.

Goals:

- o To enhance the capabilities of the States in developing statistical information (e.g., "gang-related" data);
- o To make maximum use of State statistical organizations and State-level data by BJS;
- o To provide a mechanism which supports the collection and sharing of vital justice system data nationally; and
- o To establish a national information and statistical analysis infrastructure among the States and between the States and the Federal Government which will better serve the information needs of all, and will provide a core body of knowledge about the criminal justice practices of each State.

Objectives:

- o To collect, analyze, and interpret data on justice issues in the States;
- o To produce statistical reports on crime, criminal offenders, and the justice system;
- o To provide and coordinate technical assistance to State and local criminal justice agencies and courts in statistics and related areas;
- o To provide State and local governments with access to Federal resources in justice statistical information;
- o To promote the development of improved justice statistical and information systems in the State;
- o To provide a central contact point in each State for BJS and other information users, and to serve as a coordination and production center for statistical products and technology;
- o To provide information to BJS describing datasets in each State that can be used for statistical purposes;
- o To provide data to BJS for multi-State and national compilations;
- o To develop a State SAC data reporting infrastructure and to conduct related research projects;
- o To establish a research and statistics data file of basic measures for each State;

- o To provide for the electronic interchange of data and information among other States, and with BJS;
- o To institutionalize the SAC's role as the hub of the State's criminal justice information systems;
- o To collect, share, and access an expanded body of data to better describe all aspects of the criminal justice system in the States;
- o To simultaneously make national level and comparative State-level data accessible to all; and
- o To produce an annual State reference volume of justice statistics to serve as a national reference source.

Program Strategy:

The SAC program has three general components: (1) financial support of newly-created SACs; (2) partial support as a supplement to State funding for SAC activities of mutual benefit; and (3) additional funding for the development of a State SAC data reporting infrastructure and related research and data collection projects (including data collection under the Offender-Based Transaction Statistics (OBTS) program). To ensure the SAC national program efficiently meets its objectives, recipients of BJS funds must agree to assist in any evaluation efforts associated with this program. Such evaluation activities should not result in any significant or unreasonable costs or burdens on recipients that would interfere with the performance of this cooperative agreement.

BJS also encourages the SACs to support activities being conducted in "Operation Weed and Seed" sites within their States.

New Statistical Analysis Centers (SACs):

For this program, a new SAC is one that is in the process of being created in a State that has not received the maximum allowable funds in this or previous BJS or National Criminal Justice Information and Statistics Service (NCJISS) programs designed to establish SACs. For Fiscal Year 1992, States eligible to receive new SAC funds are Tennessee, West Virginia, and Wyoming. The annual award amount for a new SAC will depend upon the scope of the SAC's activities, but will not exceed \$150,000.

If a new SAC is operating effectively as evaluated by BJS, it is eligible for up to 2 additional years of funding at levels above the normal annual rate of \$50,000, but not to exceed \$150,000. Funding by the State must begin no later than the fourth year of the SAC's operation. The SAC should be authorized by legislation by the end of the fourth year. The activities supported are the same for established SACs, identified below.

Support for Established SACs:

All awards will be made as cooperative agreements. The maximum basic annual amount is \$50,000, although reasonable supplements may be provided to meet new informational and analytical needs (e.g., the creation of a new database or system of sharing information among States and with BJS). Activities in this program include:

- (1) Establishing and maintaining contacts with State criminal justice agencies, the courts, and local governments and their criminal justice agencies;
- (2) Assisting criminal justice agencies in defining their needs for specific statistical and other information for the planning, implementation, and evaluation of criminal justice programs;
- (3) Providing technical assistance in the collection, interpretation, utilization, and sharing of statistical information;
- (4) Maintaining contact with BJS to ensure the efficient development and sharing of information with BJS, other States, and various users;
- (5) Advising BJS of the State's needs relative to statistical data;
- (6) Providing data to BJS for national compilations (e.g., "gang-related" data);
- (7) Collecting, analyzing, and publishing criminal justice data; and
- (8) Pursuant to BJS request, providing information on automated data to the Justice Research and Statistics Association (JRSA) or other designated recipients.

Travel funds for this program should be used primarily for such activities within the State as data collection, providing technical assistance and training, liaison with other criminal justice agencies, and conducting statistical analysis. Travel to attend the Bureau of Justice Statistics (BJS)/Justice Research and Statistics Association (JRSA) conference is limited to one person each year, unless specific authorization for additional conference travel is approved by BJS. Because of the limited funds available for each State, the use of program funds for indirect costs is discouraged; all grant funds should be used to achieve the program objectives.

Development of a State Data Reporting Infrastructure:

This database may include a variety of information including a profile of State justice operations, organization, and administration; State demographic (non-justice) data; traditional measures of State justice system performance from existing national datasets or other sources; and new, experimental, and dynamic measures of State criminal justice

activities. This data will be provided primarily by SACs and will include information from State and local data sources. Each SAC will be requested to maintain and supply such data in an accessible machine-readable form.

Information from this database will be aggregated and published by BJS in an annual State justice data reference volume. Additional efforts will be undertaken to develop the capability to electronically share these data and information among the States, to access Federal and State data and information, and to exchange data and information with BJS.

SACs will agree to participate in the development of this analytic database. Development costs are not expected to result in significant costs or burdens to the SACs. SACs may request reasonable supplementary funding to meet additional and special costs if State-level resources are insufficient.

Submission of Offender-Based Transaction Statistics (OBTS) Data:

SACs now participating in the OBTS program may elect to include in their SAC application a request for reimbursement for up to \$2,000 for each calendar year of data provided to BJS. For a first-time participating State, a limit of 5 years OBTS data (up to \$10,000) may be included in the SAC request. The data submission task should be clearly identified in the program narrative and the funds should be included in the budget and defined in the budget narrative. Alternatively, SACs may continue to request funds for this effort using Federal purchase orders as in the past. For further details regarding this program, contact Donald A. Manson, National Information Systems and Fiscal Integrity Program at (202) 616-3491.

Eligibility Requirements:

Generally, the SAC must be authorized by State legislation. In the case of a new SAC, authorization by executive order is acceptable initially, but legislative authorization should be obtained within 4 years of the SAC's establishment.

The SAC must be a nonpartisan professional organization which serves all branches of the criminal justice system and all levels of government in the State as well as the general public. Objectivity, independence, and visibility should be important considerations in determining its placement in the State government. It is desirable that the SAC not be part of an agency that has line responsibilities in criminal justice programs. If the SAC is located in such an agency, special provisions must be made to ensure the SAC's broad mission, objectivity, independence, and visibility. These provisions must be documented in each application for funding. Examples of such provisions are letters of agreement from agencies that deal with other aspects of criminal justice in the State, or a SAC advisory board that includes policy-level officials of such agencies. The SAC must inform BJS of any substantive changes in these provisions, such as changes in the advisory board's structure or revisions in the scope of letters of agreement.

The SAC must be staffed by professionals skilled in the statistical treatment of data for policy analysis and familiar with the factors, issues, and processes that are involved in crime and the criminal justice system. Each application must identify the SAC director and other key personnel and must provide brief summaries of their qualifications. (However, a duplicate qualification summary need not be provided if it was submitted as part of an earlier application.) In the case of vacant positions, job descriptions must be provided. If the SAC directorship becomes vacant after an award is made, the recipient agency must notify BJS, and submit the position description and required qualifications to be used in recruiting a replacement. When a replacement is designated, a resume must be submitted for approval.

State Statistical Analysis Centers (SACs) are the only entities eligible to apply for funds under this SAC assistance program. General applicants must meet the requirements for a SAC as specified in the current edition of the *Federal Catalog for Domestic Assistance*.

It is anticipated that the work on the infrastructure project will be done by the SAC's staff in most cases. However, it is permissible for some or all of the work to be performed under the SAC's overall direction by other persons or organizations, such as: other State agencies; universities; nonprofit research firms; and private consultants. If it is contemplated that work will be performed outside of the SAC and the identity of the persons or organization is known, the application must include the qualifications of those performing the work.

Selection Criteria:

In making decisions to award funds in this program, BJS will be sole judge of whether the SAC meets applicable requirements and whether it is operating satisfactorily and conforms to all applicable Federal and State requirements. Final authority on funding decisions is vested in the Director of the Bureau of Justice Statistics. The criteria for review and selection include:

- (1) Organizational integrity and technical competence of the applicant;
- (2) Experience of applicant's personnel in similar work;
- (3) Technical soundness and completeness of the proposed approach;
- (4) Appropriateness of the project schedule and budget; and
- (5) Past record of applicant's performance with previous awards in this program, including quality of work, completeness, and adherence to schedules.

Award Period:

Awards will not be made more frequently than once a year. Generally each award will run for 1 year, but BJS may, with the concurrence of the applicant, make some awards for longer or shorter time periods, usually with pro-rated dollar amounts.

No-cost extensions may be granted by BJS for good cause (for example, under-spending due to an unavoidable staff vacancy). Extensions should be requested in writing at least 30 days in advance of the award's scheduled expiration date; requests that are received later may not be approved. BJS will not approve any extension of more than 1 year beyond the original expiration date of the award.

Award Amount:

The annual award amount for the establishment of a new SAC will depend upon the scope of the SAC's activities and will not exceed \$150,000. The annual basic funding level for the support of established SACs is \$50,000. Reasonable supplemental funding may be available, on a case-by-case basis, to meet special needs related to developing new data collection and information sharing requirements.

At the option of BJS, continuation funding for a SAC may be awarded either as a supplement to the existing cooperative agreement or as a new cooperative agreement. However, no single cooperative agreement (initial award plus supplements) will be allowed to be active for a total of more than 3 years. After the second supplementary award (or after 3 years have elapsed since the start of the initial award, if that occurs sooner), the next award will be made as a new cooperative agreement.

The total amount to be awarded under this program is estimated to be \$2,500,000.

Due Date:

Applications may be submitted at any time; there is no calendar deadline. Applications should be submitted to BJS at least 90 days before the requested starting date for the first award to a SAC or for continuation funding. However, BJS generally will not make awards during the last quarter of the Federal fiscal year, July 1 through September 30. If a starting date during that period is desired, the application must be received by BJS no later than the preceding May 31. If the application is received after May 31, the award may be deferred until the next fiscal year, beginning in October.

Contact: For further information, contact John R. Jones, National Information Systems and Fiscal Integrity Program at (202) 307-0772.

CRIMINAL HISTORY RECORD IMPROVEMENT (CHRI) PROGRAM

Purpose:

This program provides funding to State governments to make systemic improvements in the quality and timeliness of State criminal history record information nationwide, with particular emphasis on improving disposition reporting to the State's central repository. This announcement is for the third and probably final complete year of the program. Every State is eligible to participate in this program and all states are encouraged to apply.

Background:

Section 6213 of the Anti-Drug Abuse Act of 1988 required the Attorney General to report to Congress by November 1989 on a system for the immediate and accurate identification of felons who attempt to purchase firearms. Under BJS guidance, a Task Force on Felon Identification in Firearms Sales was established to develop a range of options that would comply with the statute. In October 1989, the Task Force completed its final report and forwarded it to the Attorney General for consideration. The Task Force identified several possible options for systems to identify felons who attempt to purchase firearms, but made no specific recommendations. The report also identified major problems in the quality and completeness of criminal history records and the ability to identify individuals convicted of felony offenses.

In his report of November 20, 1989 to Congress, the Attorney General recommended a four-part program to enhance efforts to stop firearms sales to felons. One provision was to use \$9 million of Anti-Drug Abuse Act Discretionary Funds of the Bureau of Justice Assistance (BJA) under the Edward Byrne Memorial State and Local Law Enforcement Assistance Program in each of the next 3 years (Fiscal Years 1990, 1991, and 1992) to fund States for purposes that include improving the data quality of State criminal history record information and achieving compliance with the new Bureau of Justice Statistics (BJS)/Federal Bureau of Investigation (FBI) voluntary reporting standards. Presently, it is anticipated that some funding may be extended into early FY 1993. The current program continues to be administered by BJS with funding from the Bureau of Justice Assistance. The improvements that result from this program will be critical to State and local law enforcement efforts in combatting crime and assisting communities (e.g., "Operation Weed and Seed" initiatives). As of January 1992, 44 States, the District of Columbia, and American Samoa have received grants or have grant applications in process. States not yet participating include: Nevada, South Dakota, North Carolina, Oklahoma, New Hampshire, and Kansas. Most of these remaining States have indicated an interest in applying for funding soon.

Goals:

- o To provide fiscal and technical assistance for the development and implementation of systems and procedures designed to systemically improve the quality and

timeliness of State criminal history record information residing at centralized State repositories; and

- o To provide support in the improvement of disposition reporting and to encourage States with nonautomated systems to begin automation.

Objectives:

- o To identify criminal history records that contain a conviction for an offense classified as a felony (or equivalent) within the State;
- o To meet the new BJS/FBI voluntary reporting standards for identifying such individuals;
- o To improve the quality and timeliness of criminal history record information;
- o To identify impediments to the reporting of dispositions of criminal cases;
- o To develop plans and procedures to improve disposition reporting; and
- o To allocate resources to overcome obstacles to complete disposition reporting.

Program Strategy:

The focus of this program is to identify accurately those individuals convicted of an offense classified as a felony (or equivalent) within the State; to improve reporting of criminal justice actions and dispositions (particularly those arrests and dispositions occurring in the last 5 years) to State criminal history record systems; to increase automation of criminal history records at the State level; and to meet the voluntary reporting standards of the FBI. Future changes may be made to this program to ensure consistency with legislative changes.

Funds will be provided for the following activities:

- (1) Development of systems and procedures to identify convicted felons through an examination of a subject's automated or manual criminal history record and to include a felony "flag" in criminal history records. Such information will be made available for interstate criminal justice purposes. Emphasis should be placed on arrests and convictions made within the last 5 years. Convicted felons should be identified on an ongoing basis.
- (2) Development of programs and procedures to meet the new BJS/FBI voluntary reporting standards for identifying convicted felons, including making such records available to authorized State, local, and Federal criminal justice agencies.

- (3) Development of systems and procedures designed to improve reporting of all arrests, dispositions, and other related criminal justice information to the central repository.
- (4) Increase in the extent of criminal history automation by implementing a State master name index (MNI) or enhancing existing automated MNIs by increasing the number of individuals contained in the index. Funds may also be used to place a felony conviction indicator in the MNI.
- (5) Increase of the degree of criminal history automation by establishing a computerized criminal history (CCH) record system, increasing the number of individuals recorded in existing systems, and improving the quality and timeliness of criminal history records.

Funds normally will not be available for extensive conversion of manual criminal history records. However, if required to meet program objectives, limited funding may be considered in the following order:

- (A) Conversion of offender identification information into the master name index. Complete conversion of offenders' manual records will be funded only if an offender becomes active (e.g., a new arrest or disposition information is received).
- (B) If arrest data for offenders have been entered into the computerized criminal history (CCH) system and disposition information for offenders is already at the central repository, funds may be utilized for data entry of dispositions. If the disposition data have not been forwarded to the repository, funds may be used to collect the data from the source of the information and to enter the collected data into the criminal history record.

In either instance, the State must submit a detailed, cost-effective strategy for conversion activities before funding will be considered. This strategy must also describe plans and procedures which have been or will be implemented to prevent future backlogs. Because of the extraordinary costs involved in data conversion, the strategy must also include a description of the priorities to be followed in converting the data. In any event, funds for data conversion and data entry tasks generally are limited to 1 year. States must develop a cost-effective strategy designed to meet the needs of criminal justice practitioners and to identify felons before costs for conversion activities will be considered.

Limited funds will be available to States for technical assistance to design a CCH system or to develop a strategy for data conversion. Additional funding may be available for system or data conversion once the necessary system design has been completed. Funds for computer software are limited to new programming and to systems modifications necessary to meet program requirements such as identifying felons or interfacing with court data processing systems to

capture disposition data electronically. Program funds may not be used to rewrite completely or to make extensive upgrades to existing criminal history or court systems software unless it can be positively shown that the new program requirements cannot otherwise be met. In these rare instances, requests will be considered for partial funding of major upgrades to meet specific program requirements and State needs.

- (6) Development of procedures to participate in Interstate Identification Index (III) or other designated "pointer" system programs where it will facilitate the goals of this program. In any case, participation will not be funded unless efforts have been or will be undertaken to identify individuals convicted of a felony for purposes of sharing this information with appropriate Federal and State agencies.
- (7) Conduct a baseline audit of criminal history record systems to assess existing data quality levels, identify problems in the present system, and establish a basis for evaluating the success of a data quality improvement program. If a data quality audit has been conducted in the past 3 years, program funds may be used to implement the findings. The results of the recently completed audit and its recommendations must be contained in the application. Activities currently being undertaken by the State as a result of the audit should also be identified.
- (8) Upgrade existing data systems to meet improved data quality requirements by obtaining auxiliary equipment such as disks, printers, and communication lines. With the exception of those few States automating their systems for the first time, funding for computer hardware is limited to that auxiliary equipment necessary to upgrade existing systems to meet the requirements of this program. Program funds may not be used to obtain or replace primary CCH equipment, regardless of its age or condition, unless criminal history record information is being automated for the first time and currently available equipment in the State repository is at its maximum capability. All requests for equipment must be documented and justified.

Awards under this BJS-administered program will be made to further those activities as outlined. Activities under this program should be coordinated with agencies participating in the Bureau of Justice Assistance Edward Byrne Memorial State and Local Law Enforcement Assistance Program utilizing Formula Grant funds for the implementation of the new provisions related to criminal record improvements and reporting to the Immigration and Naturalization Service (INS). The BJA formula funds may also be utilized for such improvements as implementing National Incident-Based Reporting Systems (NIBRS). Awards for activities (1) and (2) will be made to support the development of an automated system within the State to identify convicted felons and meet FBI voluntary reporting standards. Substantial funds for activities (3) through (8) will not be made available until a detailed implementation plan has been developed. The plan shall include a needs analysis assessing the current state of data quality (ideally including a baseline audit), detailed specifications for data quality improvements, and a demonstration of support from the relevant criminal justice agencies within the State.

Funds of up to \$150,000 will be available for technical assistance in the development of the plan.

Pilot projects are encouraged, whether they are for first-time systems or for enhancements to existing procedures. However, such projects are limited in scope and should set the stage for subsequent Statewide implementation using State funds. Up to \$150,000 will be available for pilot projects. A discussion of the project and how the State plans to implement the results must be provided.

Whether States seek funding for activities (1) and (2) above, it is a condition of the grant program that States receiving implementation funds must have in place or must have initiated procedures to identify convicted felons on an ongoing basis and, to the extent feasible, to identify previously convicted felons in existing criminal history records. In order to receive continued implementation funding, States should be making significant progress toward meeting the new FBI standards for the interstate exchange of information on convicted felons. States must also discuss the procedures in place or being implemented to identify convicted felons in existing and new records.

States from which no applications are received by February 1, 1992, will be contacted directly to ascertain why no applications have been submitted. Letters may be sent to the State governors, attorneys general and others to ensure that States not participating have full knowledge of the program.

Eligibility Requirements:

Applicants should be the State agency responsible for directing or overseeing the repository of Statewide criminal history files on persons arrested for fingerprintable offenses within the State. Agencies responsible for reporting dispositions to the criminal history repository are also eligible to receive funds. In developing an application or requesting continuation funding, repositories must coordinate with all agencies that provide disposition data. A single application with funding for one or more agencies is preferred. However, if that is not possible, coordinated applications from more than one agency will be considered. If a single application requests funding for more than one agency, separate budget items and the assignment of tasks for each agency must be identified and justified. Fiscal transfer mechanisms consistent with State law and/or administrative procedures must be followed. If a State is receiving BJA Formula Grant funds for the improvement of criminal justice records, the application must identify and address those activities which are undertaken in conjunction with this program.

Selection Criteria:

The criteria for selection upon which applications will be judged includes the following:

- (1) Technical feasibility;

- (2) Soundness of the proposed approach in meeting program objectives;
- (3) Type and qualifications of personnel assigned to the project;
- (4) Reasonableness of the budget;
- (5) Past record of the State's performance in the development of automated criminal history records systems;
- (6) Completion of previous analysis and audits of the existing criminal history system; and
- (7) Degree of commitment to the project as evidenced by letters of endorsement from participating criminal justice agencies, including the agency or agencies responsible for disposition reporting. The plan for improving criminal history records systems must indicate the active participation of the agency or agencies responsible for disposition reporting in the development of the application.

Award Period:

The award period for first year awards normally will be for 12 months. New and continuation awards for up to 24 months may be considered if adequate systems implementation planning has been completed or significant progress has been made.

Award Amount:

The total amount to be awarded in FY 1992 is estimated to be \$9,000,000. The amount of funds per State will depend upon the number of applicants requesting new and continuation funding. It is anticipated that few, if any, awards for a single grant period will be in excess of \$500,000, particularly for continuation funding.

Due Date:

Applications should be submitted as soon as possible for funding in fiscal year 1992 (October 1, 1991-September 30, 1992). This may be the final complete year of funding for this specific program which was originally designed for a 3-year funding period. Applications for continuation or second-phase funding, where appropriate, should be submitted 90 days prior to the end of the current grant period. New applications should be submitted 90 days prior to the desired project start date. See previous *Federal Register* announcements dated May 23, 1990 (page 21350) and March 15, 1991 (page 11275).

Contact: For further information, contact Bernard Shipley, National Information Systems and Fiscal Integrity Program at (202) 307-0773.

JUSTICE INFORMATION POLICY ASSISTANCE PROGRAM

Purpose:

The purpose of this program is to identify and analyze privacy, security, and information policies which impact upon justice operations. The program also focuses on the improvement of the accuracy, completeness, and quality of criminal history records. In addition, technical assistance is provided to Federal and State agencies in improving data quality and security.

Background:

The Justice Information Policy Assistance (JIPA) program was initiated over 15 years ago to assist States in adopting procedures to ensure privacy, security, and quality of criminal record data. Since that time, the program has responded to changing issues and Department of Justice (DOJ) priorities relating to data quality, such as the Attorney General's priority on improving the quality of criminal history data. The current program serves as a basic resource for States seeking assistance in improving data quality.

Goals:

- o To assist States in upgrading the quality of State criminal history record systems and in addressing the issues which ensure the utility of criminal history records for both criminal justice and noncriminal justice purposes;
- o To serve as a conduit for the coordination with States and other Federal agencies of high visibility BJS and DOJ activities; and
- o To continue support for the joint efforts by BJS and the States, and, where appropriate, other relevant Federal agencies, in the development, analysis, and implementation of policies and programs which improve the quality and utility of criminal history data.

Objectives:

- o To prepare materials discussing issues relevant to privacy, security and quality of criminal record data;
- o To prepare guides to assist States in implementing procedures and policies to improve data quality;
- o To conduct meetings and conferences addressing issues in this area; and
- o To provide assistance to BJS in responding to inquiries relating to data quality, interstate data exchange and other areas impacting the interstate exchange of data for criminal justice purposes and related areas such as firearm control.

Program Strategy:

The following activities will be conducted by the grantee:

- (1) Identify, on the basis of existing information and contact with the States, issues relevant to current policies affecting criminal justice records, and prepare reports on these issues for publication by BJS. Preparation of such reports should include, as appropriate, analyses of existing State legislation, current technology, and State activity in the area under consideration. If necessary, a workshop of State representatives should be convened to discuss and provide input for the reports. Final decisions on subjects for these reports will be made by BJS.
- (2) Conduct the second BJS national survey of State criminal history record systems and prepare a report analyzing the survey results for publication by BJS. The goal of the survey will be to respond to requests from Congress, criminal justice practitioners, researchers and others for information describing the existing status of criminal history record systems nationally. The survey should be designed to replicate the original survey which provided data as of 1989 (see BJS publication *Survey of Criminal History Information Systems*, NCJ-125620) and to provide a comprehensive and national assessment of the status of record systems and policies in all 50 States as of 1991. Any modifications to the original survey, including the survey instrument, shall be agreed to jointly with BJS.
- (3) Convene a major national conference to promote the public discussion of data quality issues, including technical developments, uses of data for felon identification checks, and interstate exchange of data. To provide for the broader review of presentations and relevant materials, the proceedings should be compiled for publication by BJS. The conference, to be hosted jointly with BJS, should include high level Federal, State, and local policy makers, representatives of the judiciary, criminal justice practitioners, researchers and, if appropriate, representatives of State or Federal legislative bodies. Time and location for the meeting shall be jointly agreed upon with BJS. Costs under the project should cover staff, materials, presentations and logistics, but should not cover costs of attendee participation or travel.
- (4) Convene and conduct one meeting for a working group including representatives of the State repositories, judiciary, prosecutors, correctional agencies, and other data users. This working group will develop recommendations and strategies for increasing the exchange and utility of criminal history record data. The project should develop discussion materials and background information for use by the working group. Selection of persons to serve as part of the working group will be made jointly with BJS. A report describing the activities and recommendations of the working group should be prepared for submission to BJS.

- (5) Maintain a resource of information regarding State activity, legislation and CHRI status and provide ad hoc assistance to States and to BJS on these matters. This may include assisting States through referrals to other States, reference to written materials, etc. Also, the recipient of funds will conduct ad hoc activities at the request of BJS involving, for example, an informal rapid turn-around telephone survey of States on a particular current issue or the collation of materials on new issues associated with CHRI technology or policy.

All products will be submitted on a schedule to be determined jointly with BJS. BJS anticipates that the products will be spaced throughout the period of the award. The program will, where appropriate in the view of BJS, be coordinated with other agencies engaged in this area, such as the Federal Bureau of Investigation and the Bureau of Alcohol, Tobacco, and Firearms.

Eligibility Requirements: The solicitation is open to nonprofit organizations only.

Selection Criteria:

Applications will be evaluated on the overall extent to which they respond to the goals of the criminal justice information program, demonstrate an understanding and ability to perform the specific activities to be conducted, and appear to be fiscally feasible and efficient. In particular, the applicant will be evaluated on the basis of:

- (1) Demonstrated expertise and knowledge and expertise in the current and historical conditions of criminal justice records systems as they exist at both the State and Federal level. Particular emphasis will be given to knowledge and experience relating to current technologies, the status of State and Federal legislation, current and prior operating policies and a historical and current knowledge of the issues which effect the exchange of data between State and Federal systems (20 points).
- (2) Expertise in the identification and analysis of issues and policies which affect the operation of criminal history records systems, the exchange of data among States and the Federal government, and the release of data for noncriminal justice purposes such as, for example, presale firearm checks (20 points).
- (3) Expertise and experience in the analysis of legislation and State regulations relating to criminal history records and the privacy of data maintained in the State criminal history record systems (20 points).
- (4) Contact and experience in dealing with Federal and State representatives on issues relating to criminal history record policies. Particular emphasis will be given to:
(a) experience in dealing with relevant personnel in Federal agencies, such as the Immigration and Naturalization Service (INS), the Federal Bureau of Investigation (FBI) and the Bureau of Alcohol, Tobacco, and Firearms (BATF), on issues relating to the development and improvement of national criminal history record systems

and the use of criminal history record data for criminal-justice and noncriminal-justice purposes; and (b) ongoing organizational and staff connections with representatives of the States (including criminal justice practitioners, policymakers, and record management personnel) sufficient to ensure direct State input in developing products produced under the project (10 points).

- (5) Demonstrated ability to produce high quality reports and conduct national conferences and workshops on sensitive issues for an audience of professional policy analysts, researchers, criminal justice practitioners, legislators, and the general public (10 points).
- (6) Demonstrated fiscal, management, and organizational capacity (including availability of professional and support staff) suitable for providing sound program management for this multifaceted effort (10 points).
- (7) Reasonableness of estimated costs for the total project and for individual cost categories (10 points).

Award period: Awards will be made for a period of 12 months with an option for 2 additional continuation years conditional upon availability of funds and the quality of the initial performance and products.

Award Amount: The total amount to be awarded for the initial 12-month period is estimated not to exceed \$425,000.

Due Date: As published in the *Federal Register*, proposals must be postmarked on or before March 2, 1992, (publication date was February 3, 1992).

Contact: For further information, contact Carol G. Kaplan, Federal Justice Statistics and Information Policy at (202) 307-0759.

INCIDENT-BASED REPORTING SYSTEM PROGRAM LOCAL LAW ENFORCEMENT AGENCY UTILIZATION PROJECT

Purpose:

The purpose of this program is to develop and assess the operational utility of incident-based reporting systems and practices to law enforcement operations and community activities in identifying and responding to local crime and victim assistance needs.

Background:

Since the establishment of the Federal Bureau of Investigation's Uniform Crime Reporting (UCR) Program in 1930, crime has become more complex. Recognizing the need to address the growing challenge of crime, the law enforcement community in the late 1970s called for a thorough study of the UCR Program with the objective of recommending necessary changes to meet law enforcement's informational and statistical needs into the 21st century.

BJS provided funding for the assessment of the UCR program in 1982, which led to the establishment of guidelines and specifications for the National Incident-Based Reporting System (NIBRS). This redesign study was documented in the publication *The Blueprint for the Future of the Uniform Crime Reporting Program*. From 1987 through 1991, BJS provided financial and technical support to approximately 40 State UCR programs in their implementation of the changes required to participate in NIBRS. While progress has been made, significant improvements remain to be made in most States. NIBRS remains an eligible program funding area under the Bureau of Justice Assistance (BJA) formula grant program, which now requires that at least five percent of formula funds be dedicated to record improvements.

In FY 1992, BJS plans to broaden the implementation phase of its incident-based reporting program activities and provide support to local law enforcement agencies to develop, demonstrate and document the utility of incident-based reporting to the law enforcement and criminal justice community. BJS, in conjunction with law enforcement experts, will select two to four local government jurisdictions to fully develop incident-based reporting systems at the local level. In FY 1992, BJS also will select up to 25 major urban jurisdictions (with populations in excess of 250,000) to acquire and assess/analyze incident-based reporting datasets. Priority will be given to "Operation Weed and Seed" program sites (information on "Operation Weed and Seed" is available from the Bureau of Justice Assistance).

Goals:

- o To provide information to law enforcement agencies, communities, businesses, victims' groups, and others, documenting the innovative ways in which incident-based crime data can be used to improve crime reduction activities and the delivery of community programs such as victim assistance services;

- o To document the successful use of incident-based crime data by law enforcement and community groups to identify and respond to neighborhood crime problems; and
- o To collect and assess/analyze incident-based data from large urban jurisdictions where such data are now available.

Objectives:

- o To identify and describe two to four cities or counties which have implemented successful crime response and reduction programs by using urban incident-based crime data as well as other information databases and to develop documentation which will provide a basis for assessing incident-based reporting potential in additional sites; and
- o To identify an additional two to four local jurisdictions which have a strong desire to utilize their incident-based reporting system, and need minimal additional assistance and resources (e.g., hardware, software, technical assistance in crime analysis techniques/methodologies) to improve their incident-based reporting system and to develop strategies to enhance its utilization; and
- o To identify up to 25 urban jurisdictions (populations greater than 250,000) with incident-based reporting. BJS will collect and assess/analyze datasets from these sites to demonstrate the utility of using these specialized data.

Program Strategy:

An indispensable tool in the war against crime is the ability to identify with precision when and where crime takes place, what form it takes, and the characteristics of its victims and perpetrators. Armed with such information, law enforcement can utilize its resources in the most efficient and effective manner. Incident-based reporting provides law enforcement with a valuable tool capable of producing detailed, accurate, and meaningful data. BJS will pursue a two-part program to: (1) develop and document the use of incident-based data for a wide range of critical local law enforcement activities; and (2) assess and analyze incident-based data in urban jurisdictions to determine its potential utility to criminal justice researchers nationally.

Part One of the Local Law Enforcement Utilization project is designed to illustrate how local law enforcement agencies are using incident-based reporting to improve their operations and administration, and to develop crime reduction and victim assistance programs. BJS will award two or more cooperative agreements to conduct activities directed at identifying, documenting, and rendering technical assistance to meet the following program goals and objectives.

- (1) One cooperative agreement will be awarded to an organization which has a demonstrated history of providing law enforcement agencies with training and technical assistance related to crime data analysis. The organization must also possess expertise

in the application of minicomputers and microcomputers for crime analysis. This organization will provide technical assistance to the jurisdictions in the application of computer-based crime analysis techniques.

- (2) Another cooperative agreement will be awarded to a law enforcement organization which has demonstrated expertise in the application of community-based policing to a wide variety of neighborhood crime problems. This organization will, in addition to contributing its expertise in the use of community-based policing and crime analysis techniques, lend a law enforcement presence to the project team.
- (3) Cooperative agreements or purchase orders may be awarded to several selected local law enforcement agencies for documentation production and/or resource improvements.

BJS anticipates up to three (3) publications to result from Part One of this effort:

- o A report that fully describes the successful utilization of incident-based crime data. The writing of this report will involve officials in law enforcement departments in conjunction with site teams. All local jurisdictions which now have substantially developed and successful incident-based crime analysis programs and seek to serve as models for other jurisdictions are urged to submit this information to BJS.
- o A report that describes the results of development projects in the jurisdictions chosen by the Bureau of Justice Statistics for technical assistance and support. The jurisdictions will submit documentation of the process of utilizing incident-based data. This documentation will become the basis for a BJS report.
- o A technical report that describes the technical aspects of the methodologies, software packages, computer environment, and associated resources assigned to the problem identification and resolution for both sets of agencies. This report will be coauthored by the organizations selected under (1) and (2) of this Program Strategy section.

Part Two of the Local Law Enforcement Utilization project will attempt to collect incident-based data from up to 25 urban areas (with populations of 250,000 or greater). The data will be acquired through purchase orders of up to \$10,000. BJS anticipates that a report will be published describing the extent, completeness, and comparability of the data acquired. A second report describing analytical findings may be published if the quality and quantity of the data support such a report.

Eligibility Requirements:

Those local law enforcement agencies in major cities (populations over 250,000) with incident-based data available for analysis, desiring to participate in the cooperative analytical effort, should submit a brief statement of interest to the Director of BJS. Priority will be given to

"Operation Weed and Seed" sites. The statement of interest should not exceed four (4) pages and include a brief description of the agency's:

- o history and experience with incident-based reporting;
- o capability to provide all of the mandatory NIBRS-defined data elements; and
- o ability to meet BJS' technical specifications for the submission of data.

Selection Criteria:

Under Part One of this program, selection for the documentation effort involving the development of local incident-based reporting systems and expanded uses in several local jurisdictions, and the related technical assistance efforts by professional organizations, will be based on an evaluation of the statements of interest already presented to the Director of BJS and participating representatives of national law enforcement organizations. Selected local jurisdictions will be required to submit a Federal Application (SF-424). No additional solicitations are sought for these limited Part One activities. Under Part Two of this program, all urban jurisdictions (with populations of 250,000 or greater) which have incident-based reporting systems and a willingness to participate in a pioneering analytical effort are encouraged to submit statements of interest.

Award period:

It is anticipated that the cooperative agreements for the documentation of the utility of incident-based data within a few jurisdictions under Part One will be for a period of up to 24 months. Purchase orders for the acquisition of incident-based data for urban areas (with populations of 250,000 or greater) under Part Two will be for a period of 12 months or less.

Award Amount:

Under Part One, cooperative agreements for technical assistance will be awarded to national organizations representing the criminal justice community. The total for these awards are estimated not to exceed \$250,000.

Also, under Part One, cooperative agreements will be given to two to four local law enforcement agencies selected to fully develop and expand their incident-based reporting systems and to operationalize and expand innovative uses of this information. These individual awards will be negotiated and are estimated to range from \$50,000 to \$200,000.

Under Part Two, cooperative agreements or purchase orders not to exceed \$10,000 will be given to law enforcement agencies representing urban areas (populations over 250,000) which provide comprehensive incident-based data to the Bureau of Justice Statistics conducive to

assessment and/or analysis. Priority will be given to jurisdictions serving as "Operation Weed and Seed" program sites.

The total amount to be awarded under this entire program is estimated not to exceed \$1,000,000.

Due Date: The statements of interest to be submitted by local law enforcement agencies for participation in Part Two of this program designed to assess and analyze incident-based data should be postmarked on or before May 1, 1992.

Contact: For further information, contact Paul D. White, National Information Systems and Fiscal Integrity Program at (202) 307-0771.

STATE COURT ORGANIZATION PROJECT

Purpose:

The purpose of this project is to provide basic descriptive information relating to the Nation's State court systems.

Background:

The Bureau of Justice Statistics State Court Organization Project began in 1980 with the National Survey of State Court Organization. The project provided comprehensive and authoritative reference sources on the organizational, financial, and personnel aspects of the court systems in the United States and its territories. When the National Judicial Reporting Program (NJRP) was designed as a new statistical series, a "guide" to State court organization became critical. In order to provide current information on State courts as a backdrop to the NJRP, a second national survey of court organization was undertaken. Two publications have been produced under this project: *State Court Organization 1980* and *State Court Organization 1987*. The publications highlight the consistencies and differences among the States in key aspects of court organization and court management. Data were provided on topics that are fundamental to understanding the operations of State appellate and trial courts, the judges and court personnel, and the work procedures of the court system. In addition, data were collected on the framework in which sentencing occurs in each State. The type of information contained in these reference documents also enhance the presentation of the NJRP data.

Goal(s):

- o To provide relevant and accurate information on the organization, structure, work practices, and operations of the Nation's court system.

Objectives:

- o To develop a survey instrument for comprehensive data collection, incorporating both traditionally established questions from the 1980 and 1987 surveys, as well as new topics of interest to BJS and the Department of Justice;
- o To collect and verify data on the structure and operations of courts at the Federal and State levels; and
- o To prepare a detailed report of the results of the data collection. The report will provide court-related information on each State, the District of Columbia, and the Federal judicial system.

Program Strategy:

The grantee will collect information on the following: the types of courts, their jurisdictions, the number of judges, judicial selection, provisions for the defense in criminal cases, appellate routes, the use of sentencing commissions, the use of sentencing guidelines, the use of determinate sentencing, selection of juries, the roles of juries in sentencing, and other topics of priority to the American public and to officials of the criminal justice system. A comprehensive report will be produced composed of narrative summaries, charts, and tables describing all aspects of the Federal and State court system. The survey instrument and the final report will be prepared jointly by BJS and the grantee.

In addition to this project, it is anticipated that BJS will be initiating other projects to collect, analyze, and publish data relating to special civil justice topics.

Program Administration:

This program was publicly announced in the *Federal Register* on August 28, 1991. Applications were accepted until October 15, 1991. An award will be made to the National Center for State Courts for a 12-month period with an option for 2 additional continuation years. The amount awarded for this activity is estimated to be \$175,000.

Contact: For further information, contact John M. Dawson, Prosecution and Adjudication Statistics Unit at (202) 307-0777.

BJS VISITING RESEARCH FELLOWSHIP PROGRAM

Purpose:

The purpose of the Visiting Research Fellowship Program is to promote criminal justice and justice system related statistical research among the academic and professional justice community to meet the specific needs of the Administration, the Department of Justice, and BJS. Visiting Fellows will participate in a specially designed research project of particular relevance to the national or international justice community. Systems development and statistical research projects that may be conducted by Fellows include those related to Department and Office of Justice Programs priorities. These priorities may include such topics as: violent and gang-related crime; "Operation Weed and Seed;" criminal justice information systems improvements; and civil justice reforms.

Background:

The Fellowship Program offers justice system professionals and researchers an opportunity to have a significant impact on specific BJS projects, as well as a chance to investigate innovative approaches to the analysis and dissemination of BJS data. Fellows learn from and work with BJS staff and present seminars on the work they conduct.

Goals:

- o To provide an opportunity for justice system professionals and researchers to conduct research on issues of national significance;
- o To provide a forum in which justice system professionals and researchers can share statistical methodologies and findings with BJS staff members; and
- o To broaden the use and dissemination of BJS data and products throughout the criminal justice community.

Objectives:

- o To conduct research activities and practical studies using justice statistics and data; and
- o To produce a final report providing comprehensive information on the topic of study which will be of practical use to interested parties.

Program Strategy:

The Visiting Research Fellow will conduct research on priority and timely justice system topics as previously described. Other possible topics include: international criminal justice statistics,

the development of criminal justice information exchange systems between and among the States, and the development of new measures of criminal justice outcomes and progress.

Fellows are required to produce a full and complete final report on an assigned project. This report should include a complete description of research methodology and comprehensive findings from data analysis, as appropriate.

Eligibility Requirements:

BJS awards grants to, or enters into cooperative agreements with, educational institutions, nonprofit organizations, public agencies, individuals, and profit-making organizations that are willing to waive their fees. In most cases, the recipient will hold an advanced degree in statistics or one of the social sciences or related disciplines and/or have relevant, substantial experience in justice-related issues, the application of quantitative research techniques, and report writing. It is anticipated that one or two BJS Fellows may be funded each year.

Selection Criteria:

BJS Fellowships are awarded on the basis of the priorities of the agency, background and experience of the applicant, and availability of funding. A peer review panel established by the Director of BJS examines each application and forwards its recommendations to the Director. The final selection of a BJS Fellow and the accompanying research agenda is made by the Director. Selection criteria will be based on such factors as: scope of project; subject matter of research; appropriateness of application; and level of expertise of the applicant.

Award Period: At the discretion of the Director, Fellows would normally serve for 1 year in residence at the Bureau of Justice Statistics. However, some projects may require a longer period of service or may involve travel.

Award Amount: The BJS Visiting Fellows stipends are commensurate with an applicant's current salary and benefits. It is anticipated that \$100,000 will be made available for this program.

Due Date: Applications are due on or before May 15, 1992.

Contacts: For further information, contact Dr. Steven K. Smith, Office of the Director at (202) 307-0765.



► Drugs & Crime Data

Do you know . . .

- what percentage of persons arrested for felony drug offenses are released on bail?
- what proportion of felons convicted in State courts were convicted of drug offenses?
- what proportion of felony drug trafficking convictions result from a guilty plea?

The Drugs & Crime Data Center & Clearinghouse has the answers to these questions and many more.

The Data Center & Clearinghouse—

- operates a toll-free 800 number staffed by drugs and crime information specialists
- answers requests for specific drug-related data
- maintains a data base of more than 2,000 drugs and crime citations
- performs bibliographic searches on specific topics
- disseminates Bureau of Justice Statistics and other Department of Justice publications relating to drugs and crime
- maintains a library and reading room
- publishes reports on current topics of interest.

Do you ever . . .

- need statistics on drug defendants and their sentences?
- seek information on innovative methods to expedite drug cases through the court process?
- have any questions about drug testing programs?

Are you . . .

- ever at a loss for a statistic?
- pressed for time?
- in a rush for information?

Call today . . .

Drugs & Crime Data Center & Clearinghouse

1-800-666-3332

The resource for drugs-and-crime data.

The Drugs & Crime Data Center & Clearinghouse is a free service funded by the Bureau of Justice Assistance (BJA) and managed by the Bureau of Justice Statistics (BJS).

Now you can receive BJS press releases and other current data from the NCJRS Electronic Bulletin Board!

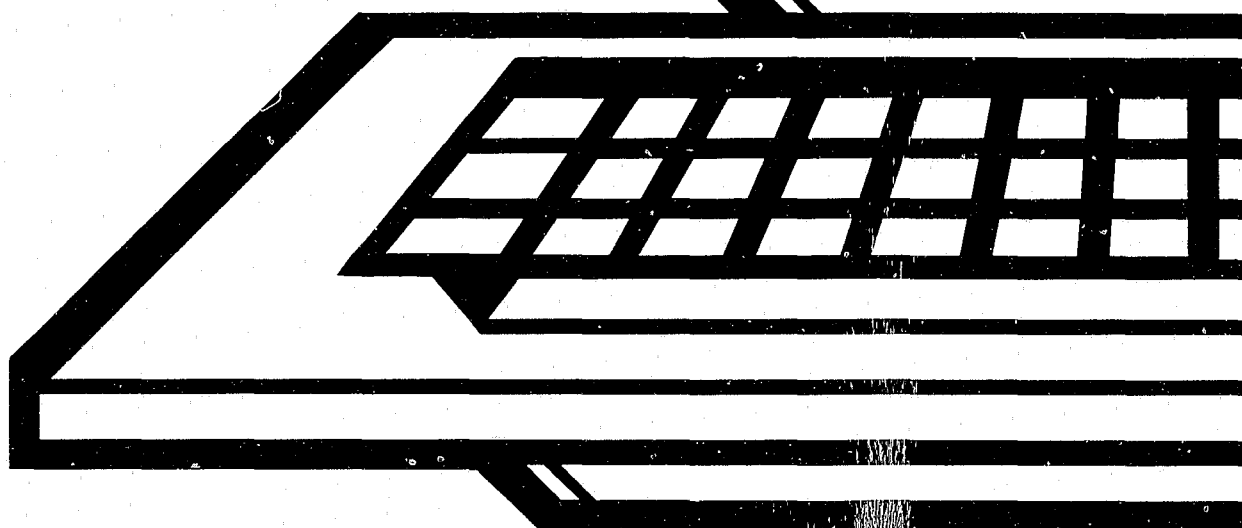
The Electronic Bulletin Board provides quick and easy access to new information—use your personal computer and modem, set at 8-N-1 (rates 300 to 2400 baud), and call 301-738-8895, 24 hours a day.

Once online, you will be able to review current news and announcements from BJS and its Justice Statistics Clearinghouse, including new publication listings and conference calendars.

For more information about the Bulletin Board, call 1-800-732-3277.

BJS menu options

1. BJS press releases
2. Latest BJS findings
3. Justice Statistics Clearinghouse information
4. BJS conference activity
5. News from the Drugs & Crime Data Center & Clearinghouse
6. National Archive of Criminal Justice Data
7. News from State Statistical Analysis Centers



Bureau of Justice Statistics reports

(Revised December 1991)

Call toll-free 800-732-3277 (local 301-251-5500) to order BJS reports, to be added to one of the BJS mailing lists, or to speak to a reference specialist in statistics at the Justice Statistics Clearinghouse, National Criminal Justice Reference Service, Box 6000, Rockville, MD 20850.

BJS maintains the following mailing lists:

- Law enforcement reports (new)
- Drugs and crime data (new)
- Justice spending & employment
- White-collar crime
- National Crime Survey (annual)
- Corrections (annual)
- Courts (annual)
- Privacy and security of criminal history information and information policy
- Federal statistics (annual)
- BJS bulletins and special reports (approximately twice a month)
- Sourcebook of Criminal Justice Statistics (annual)

Single copies of reports are free; use NCJ number to order. Postage and handling are charged for bulk orders of single reports. For single copies of multiple titles, up to 10 titles are free; 11-40 titles \$10; more than 40, \$20; libraries call for special rates.

Public-use tapes of BJS data sets and other criminal justice data are available from the National Archive of Criminal Justice Data (formerly CJAIN), P.O. Box 1248, Ann Arbor, MI 48106 (toll-free 1-800-999-0960).

National Crime Victimization Survey

The Nation's two crime measures: Uniform Crime Reports and the National Crime Survey, NCJ-122705, 4/90

Criminal victimization in the U.S.:

1973-88 trends, NCJ-129392, 7/91
1989 (final), NCJ-129391, 6/91
1988 (final), NCJ-122024, 10/90

BJS special reports

Handgun crime victims, NCJ-123559, 7/90
Black victims, NCJ-122562, 4/90
Hispanic victims, NCJ-120507, 1/90

The redesigned National Crime Survey:

Selected new data, NCJ-114746, 1/89
Motor vehicle theft, NCJ-109978, 3/88
Elderly victims, NCJ-107676, 11/87
Violent crime trends, NCJ-107217, 11/87
Robbery victims, NCJ-104638, 4/87
Violent crime by strangers and non-strangers, NCJ-103702, 1/87

Preventing domestic violence against women, NCJ-102031, 8/86

Crime prevention measures, NCJ-100438, 3/86

The use of weapons in committing crimes, NCJ-99643, 1/86

Reporting crimes to the police, NCJ-99432, 12/85

The economic cost of crime to victims, NCJ-93450, 4/84

BJS bulletins

Criminal victimization 1990, NCJ-130234, 10/91

Crime and the Nation's households, 1990, NCJ-130302, 8/91

The crime of rape, NCJ-96777, 3/85

Household burglary, NCJ-96021, 1/85

Measuring crime, NCJ-75710, 2/81

BJS technical reports

New directions for the NCS, NCJ-115571, 3/89

Series crimes: Report of a field test, NCJ-104615, 4/87

School crime, NCJ-131645, 9/91

Teenage victims, NCJ-128129, 5/91

Female victims of violent crime, NCJ-126826, 1/91

Redesign of the National Crime Survey, NCJ-111457, 3/89

The seasonality of crime victimization, NCJ-111033, 6/88

Crime and older Americans information package, NCJ-104569, 5/87, \$10

Victimization and fear of crime: World perspectives, NCJ-93872, 1/85, \$9.15

The National Crime Survey: Working papers, Current and historical perspectives, vol. I, NCJ-75374, 8/82

Methodology studies, vol. II, NCJ-90307, 12/84

Corrections

BJS bulletins and special reports

Capital punishment 1990, NCJ-131648, 9/91

Prisoners in 1990, NCJ-129198, 5/91

Women in prison, NCJ-127991, 4/91

Violent State prison inmates and their victims, NCJ-124133, 7/90

Prison rule violators, NCJ-120344, 12/89

Recidivism of prisoners released in 1983, NCJ-116261, 4/89

Drug use and crime: State prison inmate survey, 1986, NCJ-111940, 7/88

Time served in prison and on parole, 1984, NCJ-108544, 12/87

Profile of State prison inmates, 1986, NCJ-109926, 1/88

Imprisonment in four countries, NCJ-103967, 2/87

Population density in State prisons, NCJ-103204, 12/86

State and Federal prisoners, 1925-85, NCJ-102494, 11/86

Prison admissions and releases, 1983, NCJ-100582, 3/86

The prevalence of imprisonment, NCJ-93657, 7/85

Prisoners at midyear 1991 (press release), NCJ-133281, 10/91

Correctional populations in the United States: 1989, NCJ-130445, 10/91

1988, NCJ-124280, 3/91

Race of prisoners admitted to State and Federal institutions, 1926-86, NCJ-125618, 6/91

National corrections reporting program, 1985, NCJ-123522, 12/90

Historical statistics on prisoners in State and Federal institutions, yearend 1925-86, NCJ-111098, 6/88

1984 census of State adult correctional facilities, NCJ-105585, 7/87

Census of jails and survey of jail inmates

BJS bulletins and special reports

Drugs and jail inmates, NCJ-130836, 8/91

Jail inmates, 1990, NCJ-129756, 6/91

Profile of jail inmates, 1989, NCJ-129097, 4/91

Jail inmates, 1989, NCJ-123264, 6/90

Population density in local jails, 1988, NCJ-122299, 3/90

Census of local jails, 1988 (BJS bulletin), NCJ-121101, 2/90

Jail inmates, 1987, NCJ-114319, 12/88

Drunk driving, NCJ-109945, 2/88

Jail inmates, 1986, NCJ-107123, 10/87

Census of local jails 1988:

Summary and methodology, vol. I, NCJ-127992, 3/91

Data for individual jails in the Northeast, Midwest, South, West, vols. II-V, NCJ-130759-130762, 9/91

Census of local jails, 1983: Data for individual jails, Northeast, Midwest, South, West, vols. I-IV, NCJ-112796-9, 11/88

Selected findings, methodology, summary tables, vol. V, NCJ-112796, 11/88

Parole and probation

BJS bulletins

Probation and parole:

1990, NCJ-125833, 11/91

1989, NCJ-125833, 11/90

1988, NCJ-119970, 11/89

BJS special reports

Recidivism of young parolees, NCJ-104916, 5/87

Census of public and private juvenile detention, correctional, and shelter facilities, 1975-85, NCJ-114065, 6/89

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Children in custody

Census of public and private juvenile detention, correctional, and shelter facilities, 1975-85, NCJ-114065, 6/89

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Survey of youth in custody, 1987 (special report), NCJ-113365, 9/88

Law enforcement management

BJS bulletins and special reports

State and local police departments, 1990, NCJ-133284, 12/91

Sheriffs' departments, 1990, NCJ-133283, 12/91

Profile of state and local law enforcement agencies, 1987, NCJ-113949, 3/89

Expenditure and employment

BJS bulletins

Justice expenditure and employment: 1988, NCJ-124132, 7/90

Anti-drug abuse formula grants: Justice variable pass-through data, 1988 (BJS technical report), NCJ-120070, 3/90

Justice expenditure and employment: 1988 (full report), NCJ-125619, 8/91

1985 (full report), NCJ-106356, 8/89

Extracts, 1984, 1985, 1986, NCJ-124139, 8/91

Courts

BJS bulletins

Pretrial release of felony defendants, 1988, NCJ-127202, 2/91

Felony sentences in State courts, 1988, NCJ-126923, 12/90

Criminal defense for the poor, 1986, NCJ-112919, 9/88

State felony courts and felony laws, NCJ-106273, 8/87

The growth of appeals: 1973-83 trends, NCJ-96381, 2/85

Case filings in State courts 1983, NCJ-95111, 10/84

BJS special reports

Felony case processing in State courts, 1986, NCJ-121753, 2/90

Felony case-processing time, NCJ-101985, 8/86

Felony sentencing in 18 local jurisdictions, NCJ-97681, 6/85

Felons sentenced to probation in State courts, 1986, NCJ-124944, 11/90

Felony defendants in large urban counties, 1988, NCJ-122385, 4/90

Profile of felons convicted in State courts, 1986, NCJ-120021, 1/90

Sentencing outcomes in 26 felony courts, NCJ-105743, 8/87

The prosecution of felony arrests: 1987, NCJ-124140, 9/90

Felony laws of the 50 States and the District of Columbia, 1986, NCJ-105066, 2/88, \$14.60

State court model statistical dictionary: Supplement, NCJ-98326, 9/85

1st edition, NCJ-62320, 9/80

Privacy and security

Compendium of State privacy and security legislation:

1989 overview, NCJ-121157, 5/90

1987 overview, NCJ-111097, 9/88

1989 full report (1, 500 pages, microfiche \$2, hard copy \$145), NCJ-121158, 9/90

Criminal justice information policy:

Forensic DNA analysis: Issues, NCJ-128567, 6/91

Statutes requiring use of criminal history record information, NCJ-129896, 6/91

Survey of criminal history information systems, NCJ-125620, 3/91

Original records of entry, NCJ-125626, 12/90

BJS/SEARCH conference proceedings:

Criminal justice in the 1990's: The future of information management, NCJ-121697, 5/90

Juvenile and adult records: One system, one record?, NCJ-114947, 1/90

Open vs. confidential records, NCJ-113560, 1/88

Strategies for improving data quality, NCJ-115339, 5/89

Public access to criminal history record information, NCJ-111458, 11/88

Juvenile records and recordkeeping systems, NCJ-112815, 11/88

Automated fingerprint identification systems: Technology and policy issues, NCJ-104342, 4/87

Criminal justice "hot" files, NCJ-101850, 12/86

Drugs & crime data

Catalog of selected Federal publications on illegal drug and alcohol abuse, NCJ-132582, 10/91

Drugs and crime facts, 1990, NCJ-128662, 8/91

State drug resources: A national directory, NCJ-122582, 5/90

Federal drug data for national policy, NCJ-122715, 4/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989, NCJ-121022, 1/90

Drugs and crime facts, 1989,

Please put me on the mailing list for—

- ☐ **Law enforcement reports**—national data on State and local police and sheriffs' departments, operations, equipment, personnel, salaries, spending, policies, programs
- ☐ **Federal statistics**—data describing Federal case processing, from investigation through prosecution, adjudication, and corrections
- ☐ **Drugs and crime**—sentencing and time served by drug offenders, drug use at time of crime by jail inmates and State prisoners, and other quality data on drugs, crime, and law enforcement
- ☐ **Justice expenditure & employment**—annual spending and staffing by Federal, State, and local governments and by function (police, courts, corrections, etc.)

- ☐ **Privacy and security of criminal history data and information policy**—new legislation; maintaining and releasing intelligence and investigative records; data quality issues
- ☐ **BJS bulletins and special reports**—timely reports of the most current justice data in all BJS data series
- ☐ **Prosecution and adjudication in State courts**—case processing from prosecution through court disposition, State felony laws, felony sentencing, public defenders, pretrial release
- ☐ **Corrections reports**—results of sample surveys and censuses of jails, prisons, parole, probation, and other corrections data

- ☐ **National Crime Victimization Survey**—the only ongoing national survey of crime victimization
- ☐ **Sourcebook of Criminal Justice Statistics** (annual)—broad-based data from 150+ sources with addresses; 400+ tables, figures, index, annotated bibliography
- ☐ **BJS National Update**—a quarterly summary of new BJS data, programs, and information services and products
- ☐ Send me a signup form for *NIJ Catalog*, free 6 times a year, which abstracts private and government criminal justice publications

To be added to any BJS mailing list, please copy or cut out this page, fill in, fold, stamp, and mail to the Justice Statistics Clearinghouse/NCJRS.

You will receive an annual renewal card. If you do not return it, we must drop you from the mailing list.

To order copies of recent BJS reports, check here ☐ and circle items you want to receive on other side of this sheet.

Name: _____

Title: _____

Organization: _____

Street or box: _____

City, State, Zip: _____

Daytime phone number: () _____

Criminal justice interest: _____

Put your organization and title here if you used home address above: _____

----- FOLD, SEAL WITH TAPE, AND STAMP -----

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

Place
1st-class
stamp
here

Justice Statistics Clearinghouse/NCJRS
U.S. Department of Justice
Box 6000
Rockville, MD 20850

Crime & Justice Data

**Call 800-732-3277 for
free and timely reports**

BJS National Update

Sourcebook of Criminal Justice Statistics

Report to the Nation on Crime and Justice

BJS Bulletins and Special Reports

Drugs and crime data

National Crime Victimization Survey reports

Law enforcement reports

Prosecution and adjudication in State courts

Corrections reports: jails, prisons,
probation, parole

Privacy and security of criminal justice
history data and policy

Federal justice case processing: investigation,
prosecution, adjudication, corrections

International statistics

Justice expenditure and employment

Your toll-free line to the
Justice Statistics Clearinghouse
is sponsored by the
Bureau of Justice Statistics
U.S. Department of Justice



**Crime and Justice Data
call
1-800-732-3277**

(1-301-251-5500 local)

Justice Statistics Clearinghouse
Box 6000
Rockville, MD 20850

Or call the BJS electronic
bulletin board for the
latest releases:

1-301-738-8895

**Drugs and Crime Data
call
1-800-666-3332**

Drugs & Crime Data Center
& Clearinghouse
1600 Research Boulevard
Rockville, MD 20850

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

Official Business
Penalty for Private Use \$300

BULK RATE
POSTAGE & FEES PAID
DOJ/BJS
Permit No. G-91

Washington, D.C. 20531

Bureau of Justice Statistics Application Information, Fiscal Year 1992 Programs