

RETURN TO	U.S. Census Bureau 1201 East 10th Street Jeffersonville, IN 47132-0001		FORM CJ-5A (5-2-2003)		2003 ANNUAL SURVEY OF JAILS MULTI-JURISDICTION OR PRIVATE FACILITY		U.S. DEPARTMENT OF JUSTICE BUREAU OF JUSTICE STATISTICS AND ACTING AS COLLECTION AGENT U.S. DEPARTMENT OF COMMERCE ECONOMICS AND STATISTICS ADMINISTRATION U.S. CENSUS BUREAU	
	DATA SUPPLIED BY							
Name				Title				
OFFICIAL ADDRESS	Number and street or P.O. box/Route number			City		State	ZIP Code	
TELEPHONE	Area Code	Number	Extension	FAX NUMBER	Area Code	Number		
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(Please correct any error in name, mailing address, and ZIP Code)

GENERAL INFORMATION

- If you have any questions, call the **U.S. Census Bureau** at **1-800-253-2078**, or e-mail govs.asj@census.gov.
- Please complete the questionnaire before July 31, 2003 using the web-reporting option at <http://harvester.census.gov/jail/>, by mailing the completed form to the **U.S. Census Bureau** in the enclosed envelope, or by **FAXing** all pages to **1-888-891-2099**.
- Please retain a copy of the completed form for your records.

What types of facilities are included in this survey? FOR MULTI-JURISDICTION FACILITY:

All confinement facilities including detention centers, jails, and other correctional facilities administered by two or more governments (or a board composed of representatives from two or more governments), intended for adults but sometimes holding juveniles.

- INCLUDE regional jails or city/county correctional centers.
- INCLUDE special jail facilities (e.g., medical/treatment/release centers, halfway houses, and work farms).
- INCLUDE inmates held for jurisdictions, other than the participating jurisdictions.

FOR PRIVATELY OPERATED FACILITY:

All privately owned or operated confinement facilities including detention centers, jails, and other correctional facilities, intended for adults but sometimes holding juveniles.

- EXCLUDE temporary holding or lockup facilities from which inmates are usually transferred within 72 hours and not held beyond arraignment. If your only function is a temporary holding or lockup facility, DO NOT complete this form – contact Lisa McNelis at 1-800-253-2078.

Burden statement

Under the Paperwork Reduction Act, we cannot ask you to respond to a collection of information unless it displays a currently valid OMB control number. The burden of this collection is estimated to average 1 1/4 hours per response, including reviewing instructions, searching existing data sources, gathering necessary data, and completing and reviewing this form. Send comments regarding this burden estimate or any aspect of this survey, including suggestions for reducing this burden, to the Director, Bureau of Justice Statistics, 810 Seventh Street, NW, Washington, DC 20531. Do not send your completed form to this address.

REPORTING INSTRUCTIONS

- If the answer to a question is "not available" or "unknown," write "DK" in the space provided.
- If the answer to a question is "not applicable," write "NA" in the space provided.
- If the answer to a question is "none" or "zero," write "0" in the space provided.

- When exact numeric answers are not available, provide estimates and mark (X) in the box beside each figure that is estimated. For example 1,234

Section I — SUPERVISED POPULATION

1. On June 30, 2003, how many persons under the supervision of your jail were —

a. CONFINED in your jail facility?

- INCLUDE persons on transfer to treatment facilities but who remain under your jurisdiction.
- INCLUDE persons held for jurisdictions other than the participating jurisdictions.
- INCLUDE persons in community-based programs (e.g., work release, day release, drug/alcohol treatment) who return to jail at night.
- EXCLUDE inmates on AWOL, escape, or long-term transfer to other jurisdictions.

b. Under jail supervision but NOT CONFINED?

- INCLUDE all persons in community-based programs run by your jail (e.g., electronic monitoring, house arrest, community service, day reporting, and work programs).
- EXCLUDE persons on pretrial release who are not in a community based program run by your jail.
- EXCLUDE persons under supervision of probation, parole or other agencies.
- EXCLUDE inmates on weekend programs. Weekend programs allow offenders to serve their sentences of confinement only on weekends (e.g., Friday — Sunday).
- EXCLUDE inmates participating in work release programs who return to the jail at night.

c. TOTAL (Sum of items 1a and 1b).

2. Of all persons under your jail supervision reported in item 1c, how many were not U.S. citizens?

Non-US citizens _____

3. On the weekend prior to June 30, 2003, did your jail facility have a weekend program?

- Weekend programs allow offenders to serve their sentences of confinement only on weekends (e.g., Friday — Sunday).

1 Yes — How many inmates participated? _____

2 No

Section II — INMATE COUNTS AND MOVEMENTS

4. On June 30, 2003, how many persons CONFINED in your jail facility were —

a. Adult males (age 18 or older) _____

b. Adult females (age 18 or older) _____

c. Juvenile males (under age 18) _____

d. Juvenile females (under age 18) _____

e. TOTAL (Sum of items 4a to 4d should equal item 1a) _____

5. Of all male and female juveniles CONFINED in your jail facility on June 30, 2003 (items 4c and 4d), how many were tried, or awaiting trial, in adult court?

Number of juveniles (under age 18) held as adults _____

6. Of all persons CONFINED in your jail facility on June 30, 2003, how many were —

- For persons with more than one status, report the status with the most serious offense.
- For convicted inmates include probation and parole violators with no new sentence.

a. **Convicted males**

b. **Convicted females**

c. **Unconvicted males**

d. **Unconvicted females**

e. **TOTAL** (Sum of items 6a to 6d should equal item 1a).

7. On June 30, 2003, how many persons CONFINED in your jail facility were —

a. **White**, not of Hispanic origin

b. **Black or African American**, not of Hispanic origin

c. **Hispanic or Latino**

d. **American Indian/Alaska Native**

e. **Asian**

f. **Native Hawaiian or Other Pacific Islander**

g. **Other categories in your information system** – *Specify*

h. **TOTAL** (Sum of items 7a to 7g should equal item 1a).

8. On June 30, 2003, how many persons CONFINED in your jail facility were held for —

- For persons with a multiple hold, count them only once with priority being Federal, State, and local.

a. Federal authorities

1. **U.S. Marshals Service**

2. **Federal Bureau of Prisons**

3. **Immigration and Naturalization Service**

4. **Bureau of Indian Affairs**

5. **Other** – *Specify*

b. State prison authorities

1. **For your state**

2. **For other states**

c. Other local jail jurisdictions

- EXCLUDE inmates being housed for your own jurisdiction (i.e., your own county/city inmates).

1. **Within your state**

2. **Outside your state**

d. **TOTAL** (Sum of items 8a to 8c).

9. During the WEEK of June 24 to June 30, 2003, how many persons were —

a. New admissions to your jail facility?

- INCLUDE persons officially booked into and housed in your facility by formal legal document and by the authority of the courts or some other official agency.
- EXCLUDE returns from escape, work release, medical appointments/treatment facilities, bail and court appearances.

New admissions

b. Final discharges from your jail facility?

- INCLUDE all persons released after a period of confinement (e.g., sentence completion, bail/bond releases, other pretrial releases, transfers to other jurisdictions, and deaths).
- EXCLUDE temporary discharges (e.g., work releases, medical appointments/treatment, to courts, furloughs, day reporters, and transfers to other facilities within your jurisdiction).

Final discharges

10a. During the 30-DAY period from June 1 to June 30, 2003, on what day did your facility hold the greatest number of inmates?

June , 2003

b. How many persons were CONFINED on that day?

- If the day your facility held its greatest number of inmates fell on June 30, this number should match item 1a.

Number that day

11. Between July 1, 2002, and June 30, 2003, what was the average daily population CONFINED in your jail facility?

- To calculate the average daily population, add the number of persons for each day during the period July 1, 2002, through June 30, 2003, and divide the result by 365.

Average daily population

12. On June 30, 2003, what was the total rated capacity of your jail facility, excluding separate temporary holding areas?

- Rated capacity is the maximum number of beds or inmates assigned by a rating official to a facility.
- If rated capacity is not available, estimate by using the design capacity and mark the box.

Rated capacity

Section III — POPULATION SUPERVISED IN THE COMMUNITY

If item 1b equals 0 (zero), STOP HERE.

13. On June 30, 2003, how many persons under your jail supervision who were NOT CONFINED, participated in —

- EXCLUDE inmates on weekend programs.

a. Electronic monitoring.

b. Home detention without electronic monitoring.

c. Community service.

d. Day reporting.

e. Other pretrial supervision.

f. Other alternative work programs.

- EXCLUDE inmates participating in work release programs who return to the jail at night.

g. Alcohol/drug treatment programs.

- EXCLUDE inmates participating in alcohol/drug treatment programs who are confined in the jail.

h. Other programs outside of jail facility — Specify

i. TOTAL (Sum of items 13a to 13h should equal item 1b).

14. On June 30, 2003, how many persons under your jail supervision who were NOT CONFINED were —

a. Adult males (age 18 or older).

b. Adult females (age 18 or older).

c. Juvenile males (under age 18).

d. Juvenile females (under age 18).

e. TOTAL (Sum of items 14a to 14d should equal item 1b).

15. Of all persons under your jail supervision who were NOT CONFINED on June 30, 2003, how many were —

a. Convicted.

b. Unconvicted.

c. TOTAL (Sum of items 15a and 15b should equal item 1b).