

<b>RETURN TO</b>	Bureau of Justice Statistics 810 Seventh Street NW Washington, DC 20531 Attn: Corrections Statistics Unit	FORM CJ-8 (11-16-2004)	<b>2004 Annual Probation Survey</b>	U.S. DEPARTMENT OF JUSTICE BUREAU OF JUSTICE STATISTICS
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**DATA SUPPLIED BY**

<b>NAME</b>				<b>Title</b>		
<b>TELEPHONE</b>	<b>Area Code</b>	<b>Number</b>	<b>Extension</b>	<b>FAX NUMBER</b>	<b>Area Code</b>	<b>Number</b>
<b>E-MAIL ADDRESS</b>						

PLEASE CORRECT ANY ERRORS IN THE MAILING ADDRESS.

**GENERAL INFORMATION**

- If you have any questions, call **Seri Palla, Bureau of Justice Statistics** at (202) 307-0235 or **Lauren Glaze, Bureau of Justice Statistics** at (202) 305-9628.
- Please mail your completed questionnaire to the **Bureau of Justice Statistics** before **February 28, 2005**, or **FAX** (all pages) to (202) 514-1757.

**Who is included in this survey?**

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

**Who is excluded from this survey?**

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

**Burden statement**

We estimate that it will take about 90 minutes per jurisdiction to collect this information. This includes time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing this burden, to the Director, Bureau of Justice Statistics, 810 Seventh Street, NW, Washington, DC 20531; and to the Office of Management and Budget, OMB Number 1121-0064, Washington, DC 20503.

**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 an exact numeric answer is not available, provide an estimate and mark **X** in the box beside each figure.

For example   1,000   .

**ITEMS AND DEFINITIONS**

**1. On January 1, 2004, what was your agency's adult probation population?**

Population on January 1, 2004 \_\_\_\_\_

**2. Between January 1, 2004, and December 31, 2004, how many adults entered probation by —**

**A.** Probation without incarceration \_\_\_\_\_

**B.** Probation with incarceration \_\_\_\_\_

**C.** Other — Specify   
 \_\_\_\_\_

**D. Total entries** (Should equal the sum of items 2A through 2C) \_\_\_\_\_

**3. Between January 1, 2004, and December 31, 2004, how many adult probationers were discharged from supervision for the following reason —**

**A.** Successful completion \_\_\_\_\_

**B.** Incarcerated \_\_\_\_\_

1. With new sentence \_\_\_\_\_

2. Under current sentence \_\_\_\_\_

3. Other — Specify   
 \_\_\_\_\_

**C.** Absconder \_\_\_\_\_

**D.** Discharged to a warrant or detainer \_\_\_\_\_

**E.** Transferred to another probation agency \_\_\_\_\_

**F.** Death \_\_\_\_\_

**G.** Other discharges — Specify each \_\_\_\_\_

1. Successful   
 \_\_\_\_\_

2. Unsuccessful   
 \_\_\_\_\_

3. Other — Specify   
 \_\_\_\_\_

**H. Total discharges** (Should equal the sum of items 3A through 3G) \_\_\_\_\_

**4. On December 31, 2004, what was your agency's adult probation population?**  
 (Should equal item 1 plus item 2D minus item 3H)

Population on December 31, 2004 \_\_\_\_\_

← **1.** Include adult probationers who have been placed under the supervision of a probation agency as part of a court order, regardless of conviction status.

← **2.** Individuals entering probation more than once during the year should be counted each time (e.g., entered, discharged, and re-entered should be counted as two entries. Individuals who enter probation and, without being discharged, are placed on probation for a second offense, should be counted as one entry).

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

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

← **3.** Individuals exiting probation more than once during the year should be counted each time (e.g., individuals who are discharged from all supervision, re-enter probation, and are fully discharged again, should be counted as two discharges).

**A.** Successful completions are probationers who completed their sentence and were discharged or who were discharged early.

**B. 1.** All probationers and returned absconders removed from probation supervision because of incarceration with a new sentence.

**2.** All probationers and returned absconders whose probation was revoked and who were incarcerated under their current sentence.

**C.** Include discharged probationers who had failed to report and could not be located.

**D.** Include probationers discharged to a warrant or detainer.

**E.** Include probationers transferred to another agency if they are no longer in your record system.

**G.** Specify type of discharge within the categories of successful, unsuccessful, and other.

**1.** Other successful discharges are those whose sentence was not completed.

**2.** Other unsuccessful discharges are those other than incarcerated, absconder, or discharged to a warrant or detainer.

← **4.** The count of adult probationers at yearend 2004. This figure should equal the population on January 1, plus the total entering probation in 2004, minus the total discharged from probation in 2004. (See cover page for persons to INCLUDE and EXCLUDE.)

5. On December 31, 2004, were any adult probationers legally your responsibility being supervised by another State through an interstate compact agreement?

- Include probationers SENT to another State.

1  Yes —

A. How many adult probationers legally your responsibility were supervised by another State? \_\_\_\_\_

B. Are these probationers included in item 4?  Yes  No

2  No

6. Does the total probation population on December 31, 2004, (reported in item 4) include interstate compact cases supervised by your agency for another State that could not be excluded from the total?

1  Yes —

A. How many adult probationers were being supervised by your agency for another State that could not be excluded from the total? \_\_\_\_\_

2  No

7. On December 31, 2004, how many adult probationers in your jurisdiction were —

A. Male \_\_\_\_\_

B. Female \_\_\_\_\_

C. Total (Sum of items 7A and 7B should equal item 4.) \_\_\_\_\_

8. On December 31, 2004, how many adult probationers in your jurisdiction 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/Pacific Islander \_\_\_\_\_

G. Additional categories in your information system — Specify

H. Total (Sum of items 8A through 8G should equal item 4.) \_\_\_\_\_

9. On December 31, 2004, how many adult probationers had as their most serious offense —

A. Felony \_\_\_\_\_

B. Misdemeanor \_\_\_\_\_

C. Other — Specify

D. Total (Sum of items 9A through 9C should equal item 4.) \_\_\_\_\_

10. On December 31, 2004, how many adult probationers reported in item 4, regardless of conviction status, had as their most serious offense —

A. Sexual assault (Exclude domestic violence offenses and simple and aggravated assaults.) \_\_\_\_\_

B. Domestic violence (Include abuse, cruelty, abandonment, or threat to a spouse, intimate, or dependent child.) \_\_\_\_\_

C. Other assault (Include aggravated and simple assault. Exclude offenses reported in items 10A and 10B.) \_\_\_\_\_

D. Burglary \_\_\_\_\_

E. Larceny/Theft (Exclude auto theft.) \_\_\_\_\_

F. Fraud (Include forgery, embezzlement, credit card fraud, and theft by deceit. Exclude offenses reported in 10E.) \_\_\_\_\_

G. Drug law violations (Include unlawful possession, sale, use, distribution, importation, growing, or manufacturing of narcotic drugs.) \_\_\_\_\_

H. Driving while intoxicated or under the influence of alcohol or drugs \_\_\_\_\_

I. Other traffic offenses (Exclude DWI/DUI.) \_\_\_\_\_

11. Does the total probation population on December 31, 2004, (reported in item 4) include any persons held in jail, prison, community corrections center, or a U.S. Bureau of Immigration and Customs Enforcement (ICE) holding facility?

1  Yes —

A. How many were in local jails? (Include evening confinements.) \_\_\_\_\_

B. How many were in State or Federal prisons? \_\_\_\_\_

C. How many were in a community-based correctional facility? \_\_\_\_\_

D. How many were in an ICE holding facility? \_\_\_\_\_

2  No

**12. Of your probation population on December 31, 2004, how many had entered probation supervision through —**

**A. Direct sentence to probation** \_\_\_\_\_

**B. Split sentence**  
(Incarceration combined with probation) \_\_\_\_\_

**C. Suspended execution of sentence to incarceration**  
(Incarceration sentence imposed then suspended) \_\_\_\_\_

**D. Suspended imposition of sentence**  
(Persons not fully adjudicated, e.g., probation before verdict) \_\_\_\_\_

**E. Other — Specify** \_\_\_\_\_

**F. Total** (Sum of items 12A through 12E should equal item 4.) \_\_\_\_\_

**13. On December 31, 2004, what was the supervision status of the probationers in your jurisdiction?**

- Exclude interstate compact cases that you supervise for another jurisdiction.

**A. Active**  
(Those required to regularly contact a probation authority in person, by mail, or by telephone) \_\_\_\_\_

**B. In residential/other treatment program**  
(Include those on probation reporting to a treatment program, but not in regular contact with probation authority) \_\_\_\_\_

**C. Inactive**  
(Those excluded from regular reporting but still on probation) \_\_\_\_\_

**D. Absconder**  
(Those still on probation but have failed to report and cannot be located) \_\_\_\_\_

**E. Warrant status**  
(Exclude probationers reported in item 13D) \_\_\_\_\_

**F. Supervised out of jurisdiction**  
(Active and inactive probationers under your jurisdiction who are supervised by authorities of another jurisdiction) \_\_\_\_\_

**G. Other — Specify** \_\_\_\_\_

**H. Total** (Sum of items 13A through 13G should equal item 4.) \_\_\_\_\_

**14. Does your probation agency include in its count (item 4), "paper-only" probationers who have never been under active supervision?**

- Paper-only describes probationers whose only sentence is a warning that they will receive a greater penalty if they are arrested for another offense.

1  Yes — How many adult probationers counted by your agency had only a paper sentence to probation on December 31, 2004? \_\_\_\_\_

2  No

**15. Does your probation agency operate an intensive supervision program (ISP) directly or through a contract?**

- In contrast to routine probation, an ISP must emphasize stringent conditions, close monitoring, expanded services, and have limited caseloads.

1  Yes —

A. Specify the type of program. \_\_\_\_\_

B. How many probationers were in this program on December 31, 2004? \_\_\_\_\_

C. Are these probationers included in item 4?  Yes  No

2  No program.

**16. Does your probation agency operate a program involving electronic monitoring of probationers directly or through a contract?**

- Include programs that monitor probationer location or compliance by using attached transmitters or by other electronic means.

1  Yes —

A. How many probationers were in this program on December 31, 2004? \_\_\_\_\_

B. Are these probationers included in item 4?  Yes  No

2  No program.

**17. Does your probation agency have any probationers enrolled in a program that approximates a bootcamp?**

- A bootcamp typically incorporates a highly regimented activity schedule, drill and ceremony, physical challenge and fitness, discipline, emphasis on personal appearance, and a chain of command.

1  Yes —

A. How many probationers were in this program on December 31, 2004? \_\_\_\_\_

B. Are these probationers included in item 4?  Yes  No

2  No program.

**18. Did your probation agency have any adult probationers supervised exclusively by private agencies?**

1  Yes —

A. How many adult probationers were supervised exclusively by private agencies on December 31, 2004? \_\_\_\_\_

B. Are these probationers included in item 4?  Yes  No

2  No

**Please attach notes and comments (Explain changes in how data are reported as compared with last year.)**