

RETURN TO	U.S. Census Bureau Governments Division Washington Plaza, Bldg. 2 Room 509 Washington, DC 20233-6800		FORM CJ-3F (3-15-2006)		2006 CENSUS OF JAIL FACILITIES Jurisdiction Form		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	
E-MAIL ADDRESS								

(Please correct any error in name, mailing address, and ZIP Code)

GENERAL INFORMATION

- If you need assistance, call the **U.S. Census Bureau** toll-free at **1-800-253-2078**, or e-mail govs.jails@census.gov.
- Please complete the questionnaire before May 15, 2006 using the web-reporting option at <http://harvester.census.gov/jail/>, or by mailing the completed form to the **U.S. Census Bureau** in the enclosed envelope, or by **FAXing** all pages toll-free to **1-888-891-2099**.
- Please retain a copy of the completed form for your records.

What types of facilities are included in this census?

The census includes all confinement facilities administered by a local or regional law enforcement agency, which are intended for adults but sometimes hold juveniles.

- **INCLUDE** jails and city/county or regional correctional centers.
- **INCLUDE** special jail facilities operated under the authority of local or regional correctional authorities, such as medical/treatment/release centers, halfway houses, work farms, and private facilities operated under contract to local, regional, or Federal correctional authorities.
- **INCLUDE** temporary holding or lockup facilities if they are a part of your combined jail function.
- **EXCLUDE** temporary holding or lockup facilities that are not a part of your combined function from which inmates are usually transferred within 72 hours and not held beyond arraignment. If your only function is as a temporary holding or lockup facility, **DO NOT** complete this form. Contact Monica Hill at 1-800-253-2078.

Reporting instructions:

- Please complete this CJ-3F form on information pertaining to your entire jail jurisdiction.
- 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 () in the box beside each figure that is estimated. For example 1,234

Individual jail facility data

- Please complete a separate CJ-3F Addendum form for each individual jail in your jurisdiction.
- Use the enclosed blank CJ-3F Addendum forms for facilities not included with pre-addressed labels.

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 2 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.

Section I — FACILITY CHARACTERISTICS

1. On March 31, 2006, how many persons under the supervision of your jail jurisdiction were CONFINED in your jail facilities?

- INCLUDE persons on transfer to treatment facilities but who remain under your jurisdiction.
- INCLUDE persons held for other jurisdictions.
- INCLUDE persons in community-based programs (e.g., work release, day release, drug/alcohol treatment) who return to jail at night.
- EXCLUDE persons under your jurisdiction who are boarded elsewhere.
- EXCLUDE inmates on AWOL, escape, or long-term transfer to other jurisdictions.
- EXCLUDE persons housed in facilities operated by two or more jurisdictions or those held in privately operated jails (unless form is being completed solely for the multijurisdictional or private facility).

Number of persons held

2. Between April 1, 2005 and March 31, 2006, what was the average daily population of all jail confinement facilities operated by your jurisdiction?

- To calculate the average daily population, add the number of persons for each day during the period April 1, 2005, through March 31, 2006, and divide the result by 365.

Average daily population

3. How many separate jail facilities does your jurisdiction operate?

- Include all physically separate jail facilities with separate administrators and staff. Units at separate locations without BOTH of these characteristics should be reported with those units having the same administrator and staff.
- Include temporary holding or lockup facilities that are a part of your combined jail function.
- Exclude temporary holding facilities and lockups that are NOT part of your combined jail function.

Number of jail facilities

4. Between March 31, 2006, and April 1, 2009, does your jurisdiction plan to —

- a. Open 1 or more new facilities? *Please list name(s).*

- b. Close 1 or more facilities? *Please list name(s).*

- c. No openings or closings are planned during this time.

5. On March 31, 2006, were any of your jail facilities under a State or Federal court order or consent decree to limit the number of inmates they can house?

- 01 Yes —

a. What is the maximum number of inmates your jail jurisdiction is allowed to house?

Inmates

b. In what year did this order or decree take effect?

- If more than one, report the year for the longest in effect.

Year

- 02 No

6. On March 31, 2006, were any of your jail facilities under a Federal, State or local court order or consent decree for specific conditions of confinement?

- 01 Yes —

What were the specific conditions?

Mark () all conditions that apply.

- 01 Crowding
- 02 Recreation/exercise
- 03 Staffing
- 04 Medical facilities or services
- 05 Visiting/mail/telephone policy
- 06 Food services/nutrition/cleanliness
- 07 Library services
- 08 Grievance procedures or policies
- 09 Fire hazards
- 10 Disciplinary procedures or policies
- 11 Administrative segregation procedures or policies
- 12 Religious practices
- 13 Search policies or practices
- 14 Education or training programs
- 15 Counseling programs
- 16 Inmate classification
- 17 Other – *Specify* ↗

- 02 No

Section II — STAFF

7. On March 31, 2006, how many staff employed by your jail jurisdiction were —

- Exclude staff paid through contractual agreements and community volunteers.

	Full-time	Part-time
a. Payroll staff . . .	[] []	[] []
b. Nonpayroll staff		
<ul style="list-style-type: none"> • Include staff on the payroll of other government agencies (e.g., health department, school district, court) and unpaid interns. Exclude community volunteers 	[] []	[] []
c. Total staff (<i>Sum of Items 7a and 7b</i>) . . .	[] []	[] []

8. On March 31, 2006, how many staff employed by your jail jurisdiction were —

- Count each employee only once. Classify employees with multiple functions by the function performed most frequently.
- INCLUDE only payroll and nonpayroll staff.
- EXCLUDE contract staff and community volunteers.

a. Administrators

- Sheriffs, chiefs of police, administrators, department heads, and assistants . . .

	Male	Female
[] []	[] []	[] []

b. Correctional officers

- Deputies, monitors, and other custody staff who spend more than 50% of their time with the incarcerated population

[] []	[] []	[] []
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c. Clerical and maintenance staff

- Typists, secretaries, records clerks, janitors, cooks, groundskeepers, etc.

[] []	[] []	[] []
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d. Educational staff

- Academic teachers, vocational teachers, etc.

[] []	[] []	[] []
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e. Professional and technical staff

- Counselors, classification officers, psychiatrists, psychologists, social workers, doctors, dentists, nurses, chaplains, etc.

[] []	[] []	[] []
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f. Other staff — Specify ↘

[] []	[] []	[] []
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g. TOTAL (*Sum of items 8a to 8f should equal sum of item 7c*)

[] []	[] []	[] []
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9. On March 31, 2006, how many staff employed by your jail jurisdiction were —

a. White , not of Hispanic origin	[] []	[] []
b. Black or African American , not of Hispanic origin	[] []	[] []
c. Hispanic or Latino	[] []	[] []
d. American Indian or Alaska Native , not of Hispanic origin	[] []	[] []
e. Asian , not of Hispanic origin	[] []	[] []
f. Native Hawaiian or Other Pacific Islander , not of Hispanic origin	[] []	[] []
g. Two or more races	[] []	[] []
h. Additional categories in your information system — Specify ↘	[] []	[] []
[] []	[] []	[] []
i. Not known	[] []	[] []
j. TOTAL (<i>Sum of items 9a to 9i should equal item 7c</i>)	[] []	[] []

10. Of all correctional officers reported in item 8b, how many were —

a. White , not of Hispanic origin	[] []	[] []
b. Black or African American , not of Hispanic origin	[] []	[] []
c. Hispanic or Latino	[] []	[] []
d. American Indian or Alaska Native , not of Hispanic origin	[] []	[] []
e. Asian , not of Hispanic origin	[] []	[] []
f. Native Hawaiian or Other Pacific Islander , not of Hispanic origin	[] []	[] []
g. Two or more races	[] []	[] []
h. Additional categories in your information system — Specify ↘	[] []	[] []
[] []	[] []	[] []
i. Not known	[] []	[] []
j. TOTAL (<i>Sum of items 10a to 10i should equal item 8b</i>)	[] []	[] []

11. Between April 1, 2005, and March 31, 2006, were there any inmate-inflicted physical or sexual assaults on facility staff?

- Report any assaults that involved a weapon or serious injury requiring immediate medical attention more extensive than first aid.

01 Yes —

Number of assaults on staff [] []

02 No assaults on staff

12. Between April 1, 2005, and March 31, 2006, how many facility staff deaths resulted from assaults by inmates?

[] [] Staff deaths inflicted by inmates

Section III — JAIL PROGRAMS

13. On March 31, 2006, what types of work assignments were available to persons CONFINED in your jail facilities?

- EXCLUDE work release programs.

Mark () all that apply.

- 01 Facility support services (e.g., office and administrative work, food service, building maintenance)
- 02 Public works assignments (e.g., road, park, or public maintenance work)
- 03 Farming/agriculture/forestry/fishing
- 04 Correctional industries (e.g., wood products, textiles, manufacturing, services, etc.)
- 05 Other – Specify _____

06 None

14. On March 31, 2006, how many persons CONFINED in your jail facilities had work assignments?

- EXCLUDE work release programs.

Number of inmates with work assignments

15. Do any of your jail facilities operate a work release program that allows CONFINED inmates to work in the community unsupervised by facility staff but return to the facility at night?

- 01 Yes — How many inmates were participating on March 31, 2006? . . .
- 02 No

16. What types of educational programs are available to inmates in your jail facilities?

- INCLUDE only formal programs offered to your jail inmates.
- EXCLUDE unscheduled activities and informal programs.
- EXCLUDE programs for persons under your jail supervision but who were not confined.

Mark () all that apply.

- 01 Lower basic adult education (ABE) 1st to 4th grade level
- 02 Upper basic adult education (ABE) 5th to 8th grade level
- 03 Secondary education (GED)
- 04 Special education (e.g., programs for inmates with learning disabilities)
- 05 Occupational/vocational education (e.g., auto repair, construction trades, computer repair)
- 06 English as a second language (ESL)
- 07 College courses
- 08 Study release programs
- 09 None

17. On March 31, 2006, how many persons CONFINED in your jail facilities were enrolled in educational programs?

Number of persons enrolled

18. Which types of counseling or special programs are available to inmates in your jail facilities?

Mark () all that apply.

- 01 Religious/spiritual counseling
- 02 Alcohol dependency/counseling/awareness
- 03 Drug dependency/counseling/awareness
- 04 Psychological/psychiatric counseling
- 05 Life skills and community adjustment (including personal finance, anger management, conflict resolution, etc.)
- 06 Domestic violence counseling
- 07 Pretrial services
- 08 Job seeking training
- 09 Other – Specify _____

10 None

Section IV — COST OF INCARCERATION

Report data for the fiscal year that ended between April 1, 2005, and March 31, 2006 —

19. What were the operating expenditures for this jail jurisdiction?

	Total annual amount (Omit cents)
a. Total salaries and wages, including employer contributions to employee benefits (Estimate employer contributions, if not available.)	\$ <input type="text"/>
b. Other operating expenditures, such as the purchase of food, supplies, medical expenses, and utilities.	\$ <input type="text"/>

20. What were the capital expenditures for this jail jurisdiction?

	Total annual amount (Omit cents)
a. Total construction costs for new buildings, major repairs, and improvements	\$ <input type="text"/>
b. Equipment, furnishings, vehicles, installations, etc.	\$ <input type="text"/>
c. Other (such as purchase of land, rights-of-way, title searches, etc.)	\$ <input type="text"/>

21. Is a per diem fee paid by other authorities for persons held in your facilities? — Mark () one.

01 Yes — **What is the daily amount paid by Federal, State, and other local authorities for each inmate held?**

Federal	\$ <input type="text"/>	<input type="checkbox"/>
State	\$ <input type="text"/>	<input type="checkbox"/>
Local	\$ <input type="text"/>	<input type="checkbox"/>

- 02 No — **No fee is charged for holding inmates for other authorities.**
- 03 No — **Inmates are not held for other jurisdictions.**