

Questions and Answers

BJS FY25 National Corrections Reporting Program (NCRP) National Prisoner Statistics (NPS) Program, Reference Years (RY) 2025–2029 O-BJS-2025-172528

Q1. The only mention of 508-compliance in the NOFO refers to the annual NPS PDF form. Should the budget reflect any other deliverables that need to be 508-compliant?

A1. The NPS forms, and any related data collection tools need to be 508 compliant. See page 16.

Q2. Please confirm that the Proposal Narrative cover page and Table of Contents do not contribute or count towards the 100-page limit.

A2. The Proposal Narrative cover page and Table of Contents do not contribute or count towards the 100-page limit. See page 26.

Q3. Our review of the NOFO did not identify requirements concerning (a) use of open-source or commercial off-the-shelf (COTS) software or (b) maintenance of legacy software from prior data collection cycles. Can the government indicate if either of those are required?

A3. Any data management or preparation should be conducted through methods and tools that can be verified and replicated by BJS statisticians. Consider all software options (open source and commercial-off-the-shelf) in order to identify solutions that deliver the best value for cost for the government. No maintenance of legacy software from prior data collection cycles is required.

Q4. Can the government clarify the period of performance for activities associated with the one-time data collection on Opioid Use Disorder Screening and Treatment (OUDST)? Specifically, when should bidders assume OMB clearance, the launch of data collection, and the submission of the final dataset/documentation?

A4. The period of performance for activities associated with the one-time data collection on Opioid Use Disorder Screening and Treatment (OUDST) will be determined in collaboration between BJS and the grantee. Bidders should assume the development of questions, OMB clearance, the launch of data collection, and the submission of the final dataset/documentation to take between 18 and 24 months. See pages 8 and 17-18.

Q5. Does the government envision a separate task or set of activities for transitioning to a new data collection agent? If yes, should bidders include a distinct task for transition costs in our proposed budget? Also, are there an estimated timeline and scope of work for completing such a transition task?

A5. Yes, there would be an expected set of activities for transitioning to a new data collection agent. Bidders may include a distinct task for transition costs in their proposed budget. The scope of work for developing a secure data collection and processing procedure should be as soon as is practicable.

Q6. Can the government describe what materials will be available to the awardee as a part of transition to a new data collection agent (e.g., pretest or feasibility reports, findings from bias analyses, programming code used for imputation and weighting)?

A6. All relevant preceding materials will be available to the awardee as part of the transition including pretest or feasibility reports and programming code.

Q7. The NOFO references BJS Data Tool Development standards. Can the government provide the current standards or confirm that the standards are described at [Technology and Publishing Requirements for BJS Contractors and Grantees | Bureau of Justice Statistics](#)?

A7. Yes, the BJS Data Tool Development standards as described at [Technology and Publishing Requirements for BJS Contractors and Grantees | Bureau of Justice Statistics](#) is accurate. See page 13.

Q8. The NOFO references a set of processing standards BJS had developed to generate similar year-to-year distributions for each data collection year. Can the government provide the current set of standards?

A8. The processing standards for NCRP can be found at [National Corrections Reporting Program Resource Guide | NACJD](#) which provides the Offense Code Crosswalk and Other Crosswalk under Additional Resources. See page 8.

Q9. Can the government provide more details on task 11 (Prepare datasets for delivery to BJS each year.)? Specifically, how this task differs from tasks 12 and 12a.

A9. Task 11 Prepare datasets for delivery to BJS each year was intended to be the heading for 12 and 12a, it is not a separate task. Please treat Tasks 11 and 12 as a combined set of tasks as corrected below:

11. Prepare datasets for delivery to BJS each year.

a. Prepare NPS dataset for delivery to BJS each year. Per BJS specifications, the data collection agent will prepare an annual dataset and all accompanying

documentation for the NPS collection. Produce a 508-compliant NPS form in PDF format for each year.

b. Prepare NCRP datasets and all accompanying documentation per BJS specifications, including data solicitation instructions, variable crosswalks, and code to divide and analyze the NCRP data. (See the NCRP archive resource guide for a list of documentation the data collection agent currently provides.) The annual datasets will include:

- i. NCRP prison term records for the entire data period that can have linked data;
- ii. NCRP PCCS term records for the entire data period that can have linked data;
- iii. records for states or years in which term records cannot be constructed;
- iv. annual extracts of the data (one file per year that includes all record types);
- v. a master ID file that includes the link between state and FBI ID numbers, names, and the NCRP-specific ID number;
- vi. an annual file. See page 16.