

WFI

ICPSR

**Inter-university Consortium for
Political and Social Research**

**National Justice Agency List:
"Other" Justice Agencies
Subfile Part 5**

**U.S. Dept. of Justice
Bureau of Justice Statistics**

96169

SR 7858

U.S. Department of Justice
National Institute of Justice

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NATIONAL JUSTICE AGENCY LIST, 1980:
"OTHER" JUSTICE AGENCIES SUBFILE

(ICPSR STUDY 7858)

Principal Investigator

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Inter-university Consortium for Political
and Social Research

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All manuscripts utilizing data made available through the Consortium should acknowledge that fact as well as identify the original collector of the data. The ICPSR Council urges all users of the ICPSR data facilities to follow some adaptation of this statement with the parentheses indicating items to be filled in appropriately or deleted by the individual user.

The data (and tabulations) utilized in this (publication) were made available (in part) by the Inter-university Consortium for Political and Social Research. The data for the NATIONAL JUSTICE AGENCY LIST, 1980: "OTHER" JUSTICE AGENCIES SUBFILE were originally collected by the Bureau of the Census for the Bureau of Justice Statistics. Neither the collector of the original data nor the Consortium bear any responsibility for the analyses or interpretations presented here.

In order to provide funding agencies with essential information about the use of archival resources and to facilitate the exchange of information about ICPSR participants' research activities, each user of the ICPSR data facilities is expected to send two copies of each completed manuscript or thesis abstract to the Consortium. Please indicate in the cover letter which data were used.

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NCJRS

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ACQUISITIONS

STUDY DESCRIPTION

The National Justice Agency List, 1980: "Other" Justice Agencies Subfile is part of a master name and address file created and maintained by the Bureau of the Census for the Bureau of Justice Statistics. The file was first created in 1970 and the Bureau of the Census has continued to maintain and expand the file. The master file contains information for ten separate sectors, Prosecution and Civil Attorney Sector, Public Defender Sector, Law Enforcement Sector, Court Sector, Probation and Parole Sector, Juvenile Corrections Sector, Local Adult Corrections Sector, State Adult Corrections Sector, Other Justice Sector, and Federal and Indian Tribal Sector. The ICPSR has separated the master file into ten subfiles, corresponding to the ten sectors in the master file.

Every file has variables containing the names and addresses of agencies in that sector and information relevant only to the agencies within the sector. For the "Other" Justice Agencies Subfile, the information includes related agency code, agency employment size, and type of services.

This sector is made up of close to 1,800 state and local criminal justice agencies that do not perform direct justice functions. Most of these perform administrative and support functions for agencies in specific sectors. Approximately 700 of these agencies serve more than one sector, e.g., criminal justice planning and statistical agencies. Also included are such agencies as victim compensation boards, multifunctional criminal justice training academies and adult crime prevention commissions.

DATA COLLECTION PROCEDURES

The original survey of criminal justice agencies was conducted in January of 1970 by the U.S. Bureau of the Census. Each county in the United States and each municipality and township with a 1960 population of 1,000 or more persons was surveyed to identify the names and addresses of the criminal justice agencies and institutions administered by local government. The survey was conducted by mail canvass for the governmental units mentioned above.

In-house research, which included reference to a variety of published government documents such as budget statements; organization manuals; and State, county, and municipal directories, was conducted to compile State-level government criminal justice agencies. Also, in addition to the mail survey, the Bureau of the Census used in-house research to collect information for 54 counties with a 1960 population of 500,000 or more and for 43 cities with a 1960 population of 300,000 or more.

The Bureau of the Census has continued to maintain and upgrade the master file. In 1971, data from the National Survey of Court Organization was added to the master file to expand and refine the listing of state and local court systems and their locations, and to obtain information on their legal jurisdiction. In 1974, the file was upgraded to include units of government with less than 1,000 population. The file was also expanded to include the county name, and population data. In 1976, Federal and Indian tribal agencies were added to the master file based on in-house research. Two other sectors were also added to the master file; Probation and Parole Agencies sector and Prosecution and Civil Attorneys sector. The information for these two sectors was obtained from the Directory Survey of Probation and Parole Agencies and the Directory Survey of Prosecution and Civil Attorneys Agencies respectively. In 1978, information from the National Census of Jails, which was conducted in February of 1978, was added to the master file. In addition, name, address, and data corrections detected through ongoing research activities are accumulated and made to the file on a quarterly basis.

FILE STRUCTURE

The National Justice Agency List, 1980: "Other" Justice Agencies Subfile data are available from the ICPSR in two formats: a card-image file and an OSIRIS dataset. The card-image file contains several decks per case in a format based on 80 column punched cards. The data are sorted by agency with all decks for a case together in ascending order.

The OSIRIS dictionary gives the format and other information for each variable in the OSIRIS data file. The dictionary or dictionary-codebook file is used in conjunction with the OSIRIS software package. The OSIRIS data file is constructed with a single logical record for each case.

PART NUMBER	SUBFILE NAME	NUMBER OF VARIABLES	NUMBER OF CASES
1	COURT SUBFILE	28	10,090
2	STATE ADULT CORRECTIONAL FACILITIES SUBFILE	31	791
3	PUBLIC DEFENDER AGENCIES SUBFILE	31	746
4	PROBATION AND PAROLE AGENCIES SUBFILE	31	3,575
5	"OTHER" JUSTICE AGENCIES SUBFILE	37	1,788
6	LOCAL ADULT CORRECTIONAL FACILITIES SUBFILE	31	3,495
7	PROSECUTION AND CIVIL ATTORNEY AGENCIES SUBFILE	31	8,562
8	FEDERAL AND INDIAN TRIBAL AGENCIES SUBFILE	28	1,215
9	LAW ENFORCEMENT AGENCIES SUBFILE	30	19,298
10	JUVENILE DETENTION AND CORRECTIONAL FACILITIES SUBFILE	30	1,019

The OSIRIS data file can be accessed directly through software packages or programs which do not use the OSIRIS dictionary by specifying the tape locations of the desired variables. These tape locations are given in the OSIRIS dictionary-codebook.

ICPSR PROCESSING INFORMATION

The study was processed according to the standard ICPSR processing procedures. The data were checked for illegal or inconsistent code values which, when found, were recoded to OSIRIS missing data values. No consistency checks were performed. Statements bracketed in "[" and "]" signs in the body of the codebook were added by the processors for explanatory purposes.

CODEBOOK INFORMATION

The example below is a reproduction of information appearing in the machine-readable codebook for a typical variable. The numbers in brackets do not appear but are references to the descriptions which follow this example.

.....
 [1] VAR 0005 [2] STATE CODE [3] NO MISSING DATA CODES
 REF 0005 [4] LOC 9 WIDTH 2 [5] DK 1 COL 15-16

[6] Numeric state code

[7] Each state and the District of Columbia have been assigned a unique number from 01 (Alabama) to 51 (Wyoming) in alphabetical order.

[8] SEE NOTE(S) n

[9] Actual number is coded.

[10] [11]

01. Alabama

.

51. Wyoming

.....

[1] Indicates the variable and reference numbers. A variable number and a reference number are assigned to each variable in the data collection. In the present codebook which documents the archived data collection these numbers are identical. Should the data be subsetted or rearranged by an OSIRIS program (e.g., MMP to intersperse data from another source, or TCOT to produce an analysis deck), the variable numbers would change to reflect the order of the new data collection, while the reference number would remain unchanged to reflect the variable number in the codebook describing the archived data collection.

[2] Indicates the abbreviated variable name (maximum of 24 characters) used in the OSIRIS system to identify the variable for the user. An expanded version of the variable name can be found in the variable description list.

- [3] Indicates the code values of missing data. In this example, there are no missing data (NO MISSING DATA CODES). Alternative statements for other variables are "MD=0", "MD GE 9", or "MD=0 OR GE 9". Some analysis software packages (including the OSIRIS software package) require that certain types of data which the user desires to be excluded from analysis be designated as "MISSING DATA," e.g., inappropriate, unascertained, unascertainable, or ambiguous data categories. Although these codes are defined as missing data categories, this does mean that the user should not or cannot use them in a substantive role if so desired.
- [4] Indicates the starting location and width of this variable when the data are stored on a magnetic tape in the OSIRIS format. If the variable is of a multiple-response type, the width referenced is that of a single response. In this example the variable named "STATE CODE" is 2 column(s) wide and is located in the 9th column within the record.
- [5] Indicates the location by deck and column(s) of this variable when the data are on cards or in a card-image format (either 80- or 84- column format)
- [6] This is the full text (question) supplied by the investigator to describe the variable. The question text and the numbers and letters that may appear at the beginning reflect the original wording of the questionnaire item.
- [7] Indicates an additional comment or explanation appended to the variable description.
- [8] A variable which has a footnote associated with it is denoted by the message, "SEE NOTE(S) n" where n is the number of the footnote referenced.
- [9] "Actual number is coded" appears in the codebook to indicate that the variable has been declared continuous.
- [10] Indicates the code values occurring in the data for this variable.
- [11] Indicates the textual definitions of the codes. Abbreviations commonly used in the code definitions are "DK" (DO NOT KNOW), "NA" (NOT ASCERTAINED), and "INAP" (INAPPROPRIATE).

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VARIABLE DESCRIPTION LIST

NATIONAL JUSTICE AGENCY DIST, 1980:
"OTHER" JUSTICE AGENCIES SUBFILE

ICPSR PROCESSING VARIABLES

1. ICPSR Study Number - 7858
2. ICPSR Edition Number - 2
3. ICPSR Part Number - 5

AGENCY IDENTIFICATION NUMBERS

4. Unique Agency Number
5. State Code
6. Type of Government
7. County Number
8. Unit Number
9. Primary Agency Code
10. Related Agency Code
11. Number of Employees, Full-time and Part-time:
Range Code
12. Service Type: Prosecution and Civil Attorney
13. Service Type: Public Defense
14. Service Type: Law Enforcement
15. Service Type: Judicial
16. Service Type: Probation and Parole
17. Service Type: Juvenile Corrections
18. Service Type: Local Adult Corrections
19. Service Type: State Adult Corrections
20. Service Type: Planning and Statistical
21. Service Type: Other Miscellaneous

AGENCY NAME/ADDRESS/PHONE NUMBER

22. Name of Agency
23. Title of Head of Agency
24. Title or Address
25. Agency Address
26. City
27. State
28. Zip Code
29. Telephone Area Code
30. Telephone Number
31. County Name
32. Imputation Code
33. City Name of Governmental Unit
34. NCIC (FBI)
35. Resident Population of Jurisdiction
36. Number of Employees, Full-time and Part-time

VII

ICPSR SEQUENTIAL ID

37. ICPSR Sequential Case Identification Number

DECK IDENTIFICATION NUMBER IS '01'

DK 1 COL 1- 2

VAR 0001 ICPSR STUDY NUMBER-7858 NO MISSING DATA CODES
REF 0001 LOC 1 WIDTH 4 DK 1 COL 3- 6

ICPSR Study Number

7858. The ICPSR has attached this number as a study identification number.

.....
VAR 0002 ICPSR EDITION NUMBER-2 NO MISSING DATA CODES
REF 0002 LOC 5 WIDTH 1 DK 1 COL 7

ICPSR Edition Number

The number identifying the release edition of this dataset.

- 1. 1981 First printing
- 2. 1983 Second printing

.....
VAR 0003 ICPSR PART NUMBER-5 NO MISSING DATA CODES
REF 0003 LOC 6 WIDTH 1 DK 1 COL 8

ICPSR Part Number

5. The number identifying this part of a 10-part study.

.....
VAR 0037 ICPSR SEQUENTIAL ID NO MISSING DATA CODES
REF 0037 LOC 220 WIDTH 4 DK 1 COL 9-12

ICPSR Sequential Case Identification Number

(CONTINUED)

The ICPSR has attached a sequential identification number to every case. This number uniquely identifies each record in the data collection.

VAR 0004 UNIQUE NUMBER NO MISSING DATA CODES
REF 0004 LOC 7 WIDTH 2 DK 1 COL 13-14

Unique number

A unique number has been attached to each agency in this dataset.

VAR 0005 STATE CODE NO MISSING DATA CODES
REF 0005 LOC 9 WIDTH 2 DK 1 COL 15-16

Numeric State code

Each state and the District of Columbia have been assigned a unique number from 01 (Alabama) to 51 (Wyoming) in alphabetical order.

01. Alabama

51. Wyoming

VAR 0006 TYPE OF GOVERNMENT NO MISSING DATA CODES
REF 0006 LOC 11 WIDTH 1 DK 1 COL 17

Type of government

SEE NOTE(S) 1

- 0. State government
- 1. County government
- 2. Municipal government
- 3. Township government

VAR 0007 COUNTY NUMBER NO MISSING DATA CODES
REF 0007 LOC 12 WIDTH 3 DK 1 COL 18-20

Numeric county code

A three-digit code identifies the county in which the agency is located. Counties within a State are ordered alphabetically and assigned a unique number beginning with "001."

VAR 0008 UNIT NUMBER NO MISSING DATA CODES
REF 0008 LOC 15 WIDTH 3 DK 1 COL 21-23

Unit number

A three-digit code identifies the unit of government within the county in which the agency is located, as applicable. Cities, townships, and special districts within a county are ordered alphabetically and assigned a unique number. State agencies are coded "000," county agencies have the county number repeated and Federal and Indian Tribal agencies are coded "666."

VAR 0009 PRIMARY AGENCY CODE NO MISSING DATA CODES
REF 0009 LOC 18 WIDTH 1 DK 1 COL 24

Primary agency code

A single-digit code identifies the justice agency in this listing.

- 9. All other criminal justice agencies

VAR 0010 RELATED AGENCY CODE NO MISSING DATA CODES
REF 0010 LOC 19 WIDTH 1 DK 1 COL 25

Related agency code

- 0. Prosecution and civil attorney Ex: Organized crime commissions, district attorneys associations
- 1. Public defense
- 2. Law enforcement Ex: Administration, crime labs, police academies, bureaus of investigation
- 3. Judicial Ex: Administration, judicial council, law revision commissions
- 4. Probation and parole Ex: Administration
- 5. Juvenile corrections Ex: Administration, youth service bureaus, juvenile delinquency prevention councils
- 6. Local adult corrections Ex: Administration; alcohol and drug abuse programs
- 7. State adult corrections Ex: Administration; alcohol and drug abuse programs
- 8. Criminal justice planning and statistical agencies Ex: State planning agencies, Bureau of statistics
- 9. Other miscellaneous Ex: Victims compensation boards, multi-functional training academies

VAR 0011 # OF EMPLOYEES: RANGE NO MISSING DATA CODES
REF 0011 LOC 20 WIDTH 1 DK 1 COL 26

Number of employees, full-time and part-time: Range code

- 0. None or not available
- 1. 1 employee
- 2. 2-4 employees
- 3. 5-9 employees
- 4. 10-24 employees
- 5. 25-49 employees
- 6. 50-99 employees
- 7. 100-199 employees
- 8. 200-299 employees
- 9. 300 or more employees

VAR 0012 SERV TYPE:PROSECUTION MD=-1
REF 0012 LOC 21 WIDTH 2 DK 1 COL 27-28

Type of service--Prosecution and civil attorney

- 00. Prosecution coordinators
- 01. District attorneys associations
- 02. Organized crime commissions
- 1. Inap., REF 10 coded "1-9" or "-1"

VAR 0013 SERV TYPE:PUB DEFENSE MD=-1
REF 0013 LOC 23 WIDTH 2 DK 1 COL 29-30

Type of service--Public defense

- 00. Administration
- 1. Inap., REF 10 coded "0", "2-9" or "-1"

VAR 0014 SERV TYPE:LAW ENFORCMNT MD=-1
REF 0014 LOC 25 WIDTH 2 DK 1 COL 31-32

Type of service--Law enforcement

- 00. Administration (e.g., Dept. of Public Safety)
- 01. Police academies/training
- 02. Crime labs
- 03. Bureaus of Identification
- 04. Bureaus of Investigation
- 05. Police boards (e.g., Police Standards and Training Commission)
- 06. Communications system, data and information centers
- 07. Narcotics law enforcement
- 09. Other (e.g. any combination)
- 1. Inap., REF 10 coded "0-1", "3-9" or "-1"

VAR 0015 SERV TYPE: JUDICIAL MD--1
REF 0015 LOC 27 WIDTH 2 DK 1 COL 33-34

Type of service--Judicial

- 00. Administration
- 01. Judicial councils and conferences
- 02. Judicial nominating commissions
- 03. Law revision commissions
- 04. Jury commissions
- 05. D.C. bail agency
- 1. Inap., REF 10 coded "0-2", "4-9" or "-1"

VAR 0016 SERV TYPE:PROBATION MD--1
REF 0016 LOC 29 WIDTH 2 DK 1 COL 35-36

Type of service--Probation and parole

- 00. Administration
- 1. Inap., REF 10 coded "0-3", "5-9" or "-1"

VAR 0017 SERV TYPE:JUV CORRCTNS MD--1
REF 0017 LOC 31 WIDTH 2 DK 1 COL 37-38

Type of service--Juvenile corrections

- 00. Administration
- 01. Youth service bureaus
- 02. Juvenile delinquency prevention councils, commissions, etc.
- 1. Inap., REF 10 coded "0-4", "6-9" or "-1"

VAR 0018 SERV TYPE:ADLT CORRCTNS MD--1
REF 0018 LOC 33 WIDTH 2 DK 1 COL 39-40

Type of service--Local adult corrections

- 00. Administration
- 1. Inap., REF 10 coded "0-5", "7-9" or "-1"

VAR 0019 SERV TYPE:OTHR CORRCTNS MD--1
REF 0019 LOC 35 WIDTH 2 DK 1 COL 41-42

Type of service--State adult corrections

- 00. Administration
- 1. Inap., REF 10 coded "0-6", "8-9" or "-1"

VAR 0020 SERV TYPE:CJ AGENCIES MD--1
REF 0020 LOC 37 WIDTH 2 DK 1 COL 43-44

Type of service--Criminal justice planning and statistical agencies

- 00. State planning agencies, RPU's
- 01. Bureau of statistics and research
- 1. Inap., REF 10 coded "0-7", "9" or "-1"

VAR 0021 SERV TYPE:OTHER MD--1
REF 0021 LOC 39 WIDTH 2 DK 1 COL 45-46

Type of service--Other miscellaneous

(CONTINUED)

- 00. Any combination (e.g., Adult and juvenile corrections departments)
- 01. Crime and victim compensation boards
- 02. Criminal justice training academies (multi-functional)
- 03. Adult crime prevention commissions
- 1. Inap., REF 10 coded "0-8" or "-1"

.....

VAR 0022	NAME OF AGENCY	NO MISSING DATA CODES
REF 0022	LOC 41 WIDTH 24	DK 1 COL 47-70

Name of the agency only

DECK IDENTIFICATION NUMBER IS '02' DK 2 COL 1- 2

.....

VAR 0001	ICPSR STUDY NUMBER-7858	NO MISSING DATA CODES
REF 0001	LOC 1 WIDTH 4	DK 2 COL 3- 6

ICPSR Study Number

7858. The ICPSR has attached this number as a study identification number.

.....

VAR 0002	ICPSR EDITION NUMBER-2	NO MISSING DATA CODES
REF 0002	LOC 5 WIDTH 1	DK 2 COL 7

ICPSR Edition Number

The number identifying the release edition of this dataset.

- 1. 1981 First printing
- 2. 1983 Second printing

VAR 0003	ICPSR PART NUMBER-5	NO MISSING DATA CODES
REF 0003	LOC 6 WIDTH 1	DK 2 COL 8

ICPSR Part Number

5. The number identifying this part of a 10-part study.

.....

VAR 0037	ICPSR SEQUENTIAL ID	NO MISSING DATA CODES
REF 0037	LOC 220 WIDTH 4	DK 2 COL 9-12

ICPSR Sequential Case Identification Number

The ICPSR has attached a sequential identification number to every case. This number uniquely identifies each record in the data collection.

.....

VAR 0023	TITLE OF HEAD OF AGENCY	NO MISSING DATA CODES
REF 0023	LOC 65 WIDTH 18	DK 2 COL 13-30

Name of the agency, continued or the title of the head of the agency

.....

VAR 0024	TITLE OR ADDRESS	NO MISSING DATA CODES
REF 0024	LOC 83 WIDTH 19	DK 2 COL 31-49

The title continued or part of the address or blank

.....

VAR 0025	AGENCY ADDRESS	NO MISSING DATA CODES
REF 0025	LOC 102 WIDTH 24	DK 2 COL 50-73

Address of agency only

DECK IDENTIFICATION NUMBER IS '03'

DK 3 COL 1- 2

VAR 0001 ICPSR STUDY NUMBER-7858 NO MISSING DATA CODES
REF 0001 LOC 1 WIDTH 4 DK 3 COL 3- 6

ICPSR Study Number

7858. The ICPSR has attached this number as a study identification number.

VAR 0002 ICPSR EDITION NUMBER-2 NO MISSING DATA CODES
REF 0002 LOC 5 WIDTH 1 DK 3 COL 7

ICPSR Edition Number

The number identifying the release edition of this dataset.

- 1. 1981 First printing
- 2. 1983 Second printing

VAR 0003 ICPSR PART NUMBER-5 NO MISSING DATA CODES
REF 0003 LOC 6 WIDTH 1 DK 3 COL 8

ICPSR Part Number

5. The number identifying this part of a 10-part study.

VAR 0037 ICPSR SEQUENTIAL ID NO MISSING DATA CODES
REF 0037 LOC 220 WIDTH 4 DK 3 COL 9-12

ICPSR Sequential Case Identification Number

(CONTINUED)

The ICPSR has attached a sequential identification number to every case. This number uniquely identifies each record in the data collection.

VAR 0026 CITY NO MISSING DATA CODES
REF 0026 LOC 126 WIDTH 18 DK 3 COL 13-30

City name of agency location only

VAR 0027 STATE NO MISSING DATA CODES
REF 0027 LOC 144 WIDTH 2 DK 3 COL 31-32

Two letter State abbreviation

VAR 0028 ZIP CODE MD=-1
REF 0028 LOC 146 WIDTH 5 DK 3 COL 33-37

Agency zip code

-1. NA

VAR 0029 AREA CODE MD=-1
REF 0029 LOC 151 WIDTH 3 DK 3 COL 38-40

Agency telephone area code, if available

-1. NA

VAR 0030 TELEPHONE NUMBER MD=-1
REF 0030 LOC 154 WIDTH 7 DK 3 COL 41-47

Agency telephone number, if available

-1. NA

VAR 0031 COUNTY NAME NO MISSING DATA CODES
REF 0031 LOC 161 WIDTH 18 DK 3 COL 48-65

County name of agency location only

VAR 0032 IMPUTATION CODE NO MISSING DATA CODES
REF 0032 LOC 179 WIDTH 1 DK 3 COL 66

Imputation code

This variable indicates if the data was taken from a real response or gathered from information available to the Bureau of the Census.

- 0. Real Response
- 9. Gathered from information available to the Bureau of the Census

DECK IDENTIFICATION NUMBER IS '04' DK 4 COL 1- 2

VAR 0001 ICPSR STUDY NUMBER-7858 NO MISSING DATA CODES
REF 0001 LOC 1 WIDTH 4 DK 4 COL 3- 6

ICPSR Study Number

7858. The ICPSR has attached this number as a study

(CONTINUED)

identification number.

VAR 0002 ICPSR EDITION NUMBER-2 NO MISSING DATA CODES
REF 0002 LOC 5 WIDTH 1 DK 4 COL 7

ICPSR Edition Number

The number identifying the release edition of this dataset.

- 1. 1981 First printing
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VAR 0003 ICPSR PART NUMBER-5 NO MISSING DATA CODES
REF 0003 LOC 6 WIDTH 1 DK 4 COL 8

ICPSR Part Number

5. The number identifying this part of a 10-part study.

VAR 0037 ICPSR SEQUENTIAL ID NO MISSING DATA CODES
REF 0037 LOC 220 WIDTH 4 DK 4 COL 9-12

ICPSR Sequential Case Identification Number

The ICPSR has attached a sequential identification number to every case. This number uniquely identifies each record in the data collection.

VAR 0033 CITY NAME OF GOVT UNIT NO MISSING DATA CODES
REF 0033 LOC 180 WIDTH 18 DK 4 COL 13-30

City name of the governmental unit

VAR 0034 NCIC (FBI)
REF 0034 LOC 198 WIDTH 9

NO MISSING DATA CODES
DK 4 COL 31-39

NCIC

A 9-digit code consisting of a 2 letter state abbreviation and a 7-digit alpha-numeric code assigned by the FBI to each agency.

.....
VAR 0035 RES POP OF JURISDICTION
REF 0035 LOC 207 WIDTH 7

MD=-1
DK 4 COL 40-46

Resident population of jurisdiction

For local level agencies, the actual population is that of the local governmental unit (county, city or township) administering the agency; for State level agencies, it is the actual population of the county in which the agency is located.

Actual number is coded.

-1. NA

.....
VAR 0036 NUMBER OF EMPLOYEES
REF 0036 LOC 214 WIDTH 6

MD=-1
DK 4 COL 47-52

Number of employees, full-time and part-time

Actual number is coded.

-1. NA

(CONTINUED)

GLOSSARY: DEFINITION OF TERMS

ADULT-A person who is within the original jurisdiction of a criminal, rather than a juvenile, court because his or her age at the time of an alleged criminal act was above a statutorily specified limit.

CLIENT CASELOAD (Probation and Parole)-The total number supervised during a specified time period by a probation and/or parole agency.

CIVIL ATTORNEY AGENCY-A Federal, State or local government agency of which the sole function is to provide legal advice, assistance and representation to the government in civil matters.

CIVIL JURISDICTION-Actions at law and pleadings in equity, probate (wills and estates), mental competence, guardianship, and domestic relations proceedings over which lawful authority may be exercised by a court or other justice agency, as determined by statute or constitution.

CORRECTIONAL AGENCY-A Federal, State or local criminal or juvenile justice agency, under a single administrative authority, of which the principal functions are the intake screening, supervision, custody, confinement, treatment, or pre-sentencing or pre-disposition investigation of alleged or adjudicated adult offenders, youthful offenders, delinquents, or status offenders.

CORRECTIONAL FACILITY (adult)-A building or part thereof, set of buildings, or area enclosing a set of buildings or structures, operated by a government agency for the physical custody, or custody and treatment, of sentenced persons or persons subject to criminal proceedings.

(1) STATE CORRECTIONAL FACILITY-A confinement or community-based correctional facility administered by an agency of the State government for custody and treatment of adults usually sentenced for more than a year.

The following types of facilities are State

(CONTINUED)

correctional facilities:

*CONFINEMENT FACILITY-An adult correctional facility in which there is 24 hour physical restriction of all or more than half of the facility population to a clearly defined area from which they are forbidden to depart or cannot easily depart because of physical barriers and/or guards, and do not lawfully depart without being in the custody of an official.

*COMMUNITY-BASED FACILITY-An adult correctional facility in which at least half of the facility population occupies the premises at night (with or without restriction) and is obliged to do so, but is authorized to leave the facility regularly or frequently during the day for purposes of seeking and holding employment and/or making use of community resources such as schools or treatment centers.

(2) LOCAL JAIL-A confinement facility usually administered by a local law enforcement agency, intended for adults but sometimes also containing juveniles, which holds persons detained pending adjudication and/or persons committed after adjudication for sentences usually of a year or less. Temporary holding facilities, or lockups, that do not hold persons after being formally charged in court (usually within 48 hours of arrest) are excluded.

The following types of facilities are local jails:

*DEPENDENT JAIL-A local jail administered by a sheriff's department or other law enforcement agency.

*INDEPENDENT JAIL-A local jail not administered by a law enforcement agency.

CORRECTIONAL FACILITY (juvenile)-A building or part thereof, set of buildings or area enclosing a set of buildings or structures, which is used for the custody and/or care and treatment of juveniles who have been administratively determined to be in need of care or who have been formally alleged or adjudged to be delinquents, status offenders or dependents.

(CONTINUED)

(1) SHORT-TERM FACILITIES-Juvenile facilities which primarily care for juveniles in detention awaiting adjudication, commitment or placement, and/or those being held for diagnosis or classification.

The following types of facilities are short-term facilities: g types of facilities are short-term

*DETENTION CENTER-A short-term facility that provides temporary care in a physically restricting environment for juveniles in custody pending court disposition and, often, for juveniles who are adjudicated delinquent and are awaiting placement or transfer to another jurisdiction.

*SHELTER-A short-term facility that provides temporary care similar to that of a detention center, but in a physically unrestricting environment.

*RECEPTION OR DIAGNOSTIC CENTER-A short-term facility that screens persons committed by courts and assigns them to appropriate correctional facilities.

(2) LONG-TERM FACILITIES-Juvenile facilities which primarily care for juveniles received following commitment or placement by a juvenile court, those received as voluntary admissions, and/or those on probation or aftercare.

The following types of facilities are long-term:

*TRAINING SCHOOL-A long-term specialized type of facility that provides strict confinement for its residents.

*RANCH, FORESTRY CAMP, AND FARM-A long-term residential facility for persons whose behavior does not necessitate the strict confinement of a training school, often allowing them greater contact with the community.

*HALFWAY HOUSE AND GROUP HOME-A long-term facility in which residents are allowed extensive contact with the community, such as attending school or holding a job.

COURT-An agency or unit of the judicial branch of

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government, authorized or established by statute or constitution, and consisting of one or more judicial officers, which has the authority to decide upon cases, controversies in law, and disputed matters of fact brought before it. The unit considered to be a single court is usually an administrative unit having a statutorily specified geographic jurisdiction (often coinciding with a political subdivision of a State, such as a county) and a statutorily specified subject matter jurisdiction.

COURT OF APPELLATE JURISDICTION-A court having jurisdiction over appeal and review, with original jurisdiction conferred only in special cases; includes both courts of last resort and intermediate appellate courts.

(1) INTERMEDIATE APPELLATE COURT-An appellate court of which the primary function is to review the judgments of trial courts and the decisions of administrative agencies, and whose decisions are in turn usually reviewable by a higher appellate court in the same state.

(2) COURT OF LAST RESORT-An appellate court having final jurisdiction over appeals within a given state.

COURT OF GENERAL JURISDICTION-A trial court having unlimited jurisdiction over all subject matter; in fact, constitutional provisions and other laws of the various states usually establish this "upper" level of court as having unlimited original jurisdiction over all subject matter not specifically assigned otherwise. The jurisdiction usually includes certain kinds of appeal matters.

COURT OF LIMITED OR SPECIAL JURISDICTION-A trial court having original jurisdiction only over that subject matter specifically assigned to it by law.

CRIMINAL AND CIVIL JUSTICE AGENCY-All courts, civil attorney agencies and any other governmental agency or subunit that defends indigents or of which the principal functions or activities consist of the prevention, detection, and investigation of crime; the apprehension, detention, and prosecution of alleged offenders; the confinement or official correction supervision of accused or convicted

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persons; or the administrative or technical support of the above functions.

CRIMINAL JURISDICTION-Includes jurisdiction over criminal felonies, felony preliminary hearings, misdemeanors, traffic, and municipal or county ordinance violations.

DELINQUENT ACT-An act committed by a juvenile for which an adult could be prosecuted in a criminal court, but for which a juvenile can be adjudicated in a juvenile court, or prosecuted in a court having criminal jurisdiction if the juvenile court transfers jurisdiction: generally a "felony or misdemeanor level offense" in States employing those terms.

FELONY-A criminal offense that is punishable by death or incarceration in a State or Federal confinement facility.

GENERAL POWER OF ARREST-The official authority of law enforcement officers to enforce any State law or local ordinance within their jurisdiction.

GENERAL PURPOSE POLICE AGENCY-The primary law enforcement agency (State or local) that is responsible for enforcing the law, preserving the peace, maintaining traffic safety and apprehension of accused violators of the law.

JUVENILE-A person subject to the exercise of juvenile court jurisdiction for purposes of adjudication and treatment based on age and offense limitations as defined by State law. Jurisdiction is determined by age at the time of the event, not at the time of judicial proceedings, and continues until the case is terminated.

JUVENILE JURISDICTION-Refers to special jurisdiction over delinquent and neglected children (minors).

LEGAL SERVICES-In this report, denotes the legal representation of a government in civil matters, short of courtroom representation; e.g., research investigation, legal opinions, courtroom assistance, advice to council meetings, and preparation of contracts.

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LAW ENFORCEMENT AGENCY-A Federal, State or local justice agency or identifiable subunit of which the principal functions are the prevention, detection, and investigation of crime, and the apprehension of alleged offenders.

LEGAL JURISDICTION-The subject matter over which lawful authority may be exercised by a court, prosecution/civil attorney agency or public defender agency, as determined by statute or constitution.

MEDICAL EXAMINER AND/OR CORONER AGENCY-A law enforcement agency the principal function of which is to inquire by an inquest into the cause of any death for which there is reason to suppose is not due to natural causes.

MISDEMEANOR-A criminal offense usually punishable by fine or by incarceration in a local confinement facility for a period of which the upper limit is prescribed by statute in a given jurisdiction, typically a year or less.

NATIONAL JUSTICE AGENCY LIST-A master name and address listing of Federal, State and local criminal and civil justice agencies in the Nation maintained by the Bureau of the Census for the Bureau of Justice Statistics.

PAROLE-The status of an offender released from a correctional institution by discretion of a paroling authority prior to expiration of sentence, required to observe conditions of parole, and placed under the supervision of a parole agency. In many States, the term "aftercare" is used for parole for juveniles.

PAROLE AGENCY-A correctional agency, which may or may not include a paroling authority, and of which the principal functions are pre-release investigations and parole plan preparation for prospective parolees, and the supervision of adults having parole or other conditional release status. For purposes of this publication, an agency with multiple functions, e.g., adult and juvenile parole, was counted as one agency except where noted.

PAROLE AUTHORITY-A person or a correctional agency

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that has the authority to release on parole adults or juveniles committed to confinement facilities, to revoke parole or other conditional release and to discharge from parole or other conditional release. A parole authority may or may not be administratively separate from the parole agency that supervises parolees. Typical names are "parole board" and "board of parole." In many States, juvenile correctional institutions determine parole release dates; however, for the purposes of this report, these are not considered parole authorities.

PAROLE BOARD-See Parole authority.

PROBATION-The conditional freedom granted by a judicial officer to an alleged offender, or adjudicated adult, juvenile, or youthful offender, as long as the person meets certain conditions of behavior.

PROBATION AGENCY-A correctional agency of which the principal functions are juvenile intake; the supervision of adults, juveniles, or youthful offenders placed on probation status; and/or the investigation of adults, juveniles, or youthful offenders for the purpose of preparing presentence or predisposition reports to assist the court in determining the proper sentence or juvenile court disposition. For purposes of this survey, an agency with multiple functions, e.g., adult probation and parole, was counted as one agency except where noted.

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PROBATION AND PAROLE AGENCY-A correctional agency of which the principal functions are those of a probation and/or parole agency.

PROBATION AND/OR PAROLE OFFICER-An employee of a probation and/or parole agency whose primary duties include one or more of the agency's functions.

PROSECUTION AND/OR CIVIL ATTORNEY AGENCY-A Federal, State or local justice agency of which the functions are the prosecution of alleged criminal offenders and/or the provision of legal advice, assistance, and representation to the unit of government.

PROSECUTION AGENCY-A Federal, State or local justice agency of which the principal function is the prosecution of alleged offenders.

PUBLIC DEFENDER AGENCY-A Federal, State or local justice agency of which the principal function is the representation in court of persons accused or convicted of a crime who are unable to hire private counsel.

SHERIFF'S DEPARTMENT-A local law enforcement agency organized at the county level, directed by a sheriff, which exercises its law enforcement functions at the county level, usually within unincorporated areas, and operates the county jail in most jurisdictions.

SPECIAL POLICE AGENCY-A law enforcement agency in which the police have limited geographic jurisdiction such as a public park, harbor, or transit authority, but have general arrest powers.

STATUS OFFENSE-An act or conduct which is declared by statute to be an offense, but only when committed or engaged in by a juvenile, and which can be adjudicated only by a juvenile court, e.g., incorrigibility, running away, and truancy.

YOUTHFUL OFFENDER-A person, adjudicated in criminal court, who may be above the statutory age limit for juveniles but below a specified upper age limit, for whom special correctional commitments and special record-sealing procedures are made available by statute. The special correctional

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commitment may be to a juvenile facility, to a special section of an adult facility, or to a separate facility for the confinement of persons between the age limits specified in the particular statute. Such provisions exist in Federal law and in the laws of several states.

APPENDIX

*** NOTE 1 ***

CLASSIFICATION OF GOVERNMENTAL UNITS

Agencies on the National Justice Agency List are assigned to a level and type of government according to the criteria summarized below. Some of the type designations are not applicable for certain subfiles. The following table summarizes this information:

TYPE OF GOVERNMENT

Sub- file #	State	County	Muni- cipal	Town- ship	Spec. Dist.	Independ. School Dist.	Fed. & Indian Tribal
1-7	:	:	:	:	NA	NA	NA
8	NA	NA	NA	NA	NA	NA	:
9	:	:	:	:	:	:	NA
10	:	:	:	:	NA	NA	NA

NA = Not Applicable

STATE - Agencies are assigned to the State level if they are administered by the State, if the agencies serve more than one county, or if the agencies are administered in districts not having the same boundaries as single counties, municipalities, or townships.

COUNTIES - Agencies administered by the county or serving more than one local government within the county are assigned to the county government. Organized county governments are found throughout the Nation, except in Connecticut, Rhode Island, the District of Columbia, and limited portions of a number of other States. In Louisiana, the counties are officially designated as parishes; in Alaska, the boroughs resemble county governments in other States.

MUNICIPALITIES - Agencies are assigned to the municipal level of government if they are administered by a municipality. This category includes all active governmental units officially designated as cities, villages, boroughs (except in Alaska) and towns (except in the six New England States, Minnesota, New York, and Wisconsin). This concept generally corresponds to the incorporated places category recognized in the Census Bureau reporting of population and housing statistics. Any agencies in unincorporated places are not covered.

TOWNSHIPS - This category includes governmental units located in 20 States. They are officially designated as towns in the six New England States, New York, and Wisconsin; plantations in Maine; locations in New Hampshire; and townships in other areas. In Minnesota, the terms town and township are used interchangeably with reference to township governments. Excluded from coverage are unorganized township areas, townships coextensive with cities where the city governments have absorbed the township functions, and townships known to have ceased to perform criminal justice functions.

SPECIAL DISTRICTS - Special districts make up the most varied area of local government. They are administratively and fiscally independent of any other unit of government and are usually established to perform a single function (e.g., fire protection, transportation, housing, recreation); however, some have been given authority by their enabling legislation to provide several kinds of services. Law enforcement agencies are the only justice agencies administered by special districts.

INDEPENDENT SCHOOL DISTRICTS - These are school districts that are administratively and fiscally independent of any other unit of government. As with special districts law enforcement agencies (school and campus security) are the only justice agencies administered by independent school districts.

FEDERAL AND INDIAN TRIBAL AGENCIES* - Federal agencies are classified by major justice sector following the same guidelines used for State and local agencies. Indian tribal justice agencies are listed in 15 States and are distributed throughout all justice sectors. The types of tribal agencies represented in the name and address listing include tribal police departments or sheriff's offices, prosecutor's offices, probation and parole agencies, tribal courts, jails, and the Bureau of Indian Affairs area offices listed under "other justice".

*[The names and addresses of agencies at the district or

REGIONAL levels of organization are included in addition to the headquarters offices located in Washington. Listed in every State is at least one Federal law enforcement agency (U.S. Marshals Service), one prosecution/civil attorney agency (U.S. Attorney's Office), one court (U.S. District Court) and one probation/parole agency (U.S. Probation Office).

REGIONAL AGENCIES - An agency serving more than one local government was generally assigned to the next highest level of government; however, regional jails and juvenile correctional facilities are assigned to the largest governmental unit served.]

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