



U.S. Department of Justice

Federal Bureau of Investigation

---

Clarksburg, WV 26306

April 27, 2009

To: ALL UNIFORM CRIME REPORTING PROGRAM PARTICIPANTS

You may be aware that the Department of Justice, Bureau of Justice Assistance (BJA) is awarding Edward Byrne Memorial Justice Assistance Grant Program (Byrne-JAG) money using Uniform Crime Reporting (UCR) data as required by statute. Information on this program is available on the Internet at <http://www.ojp.usdoj.gov/BJA>. Briefly, the formula uses a three-year, average Part I violent crime count as reported to the FBI to compute grant amounts for local governments. For the 2009 fiscal year awards BJA will use violent crime data provided to the FBI for calendar years 2005-2007. For the 2010 awards, 2006-2008 data will be used.

We have discussed with BJA and the Bureau of Justice Statistics (BJS) the impact of missing data on the local government awards and would like to provide every reasonable opportunity for states and agencies to ensure that all available information is used in future grant computations. Thus, the FBI is inviting those states and agencies with less than 100 percent reporting to supply **missing**, 2006-2008 Summary data only, for use in the 2010 awards' computations. For your information we are enclosing a listing of the Originating Agency Identifiers (ORIs) and the missing months for those years. Please be advised that the FBI **will not** accept adjustments to data previously submitted for the **years 2006-2007**. Adjustments to 2008 data will be accepted in keeping with historical business practices.

If you do decide to submit data, you must follow federal crime reporting guidelines and ensure implementation of the "Hierarchy Rule" so that comparable data will be submitted.

Please submit any **missing** data by 07/01/2009, in the format you currently provide data to the FBI. The information may be forwarded over the Internet at [kdonahul@leo.gov](mailto:kdonahul@leo.gov), or mailed to the following address:

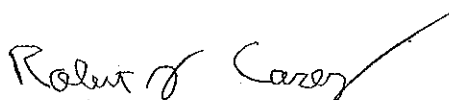
Federal Bureau of Investigation  
Criminal Justice Information Services Division  
Attention: Kristi Donahue, Crime Statistics Management Unit, Module E-3  
1000 Custer Hollow Road  
Clarksburg, West Virginia 26306

To: All Uniform Crime Reporting Program Participants

You may submit data for each year or select years, but only for agencies that did not report all 12 months for the year(s) in question. You must provide separate counts for each of the following Part I offenses (murder and nonnegligent manslaughter, forcible rape, robbery, aggravated assault, burglary, larceny-theft, motor vehicle theft, and arson.) While property crimes are not included in grant computations, submission of those offenses will add to the value of the data you are supplying. There are thresholds associated with the qualification for grant money under the Byrne-JAG Program and should be considered prior to the submission of data. Those qualifications can be found at the website referenced above.

We must have your submission no later than July 1 in order to allow time for our internal review and for that data to be incorporated into the FBI master files. If you have any questions about content or format, please contact Ms. Donahue at 304-625-2972, or at the e-mail address listed above. This chance to supply **missing** data is being provided as a service to the law enforcement community to assist in enhancing police services through the grant program. Thank you for your attention to this matter and your participation in the UCR Program.

Sincerely yours,



Robert J. Casey  
Section Chief  
Liaison, Advisory, Training and  
Statistics Section  
Criminal Justice Information  
Services Division

Enclosure