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Uniform Crime Reporting (UCR)
State Program Bulletin 04-2

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SECTION 1–MESSAGE TO PROGRAM PARTICIPANTS

Electronic Availability of the *State Program Bulletin*

The UCR Program's *State Program Bulletin* is available electronically in Corel WordPerfect and Microsoft Word formats. **State Program managers** who wish to receive the UCR *State Program Bulletin* via e-mail instead of receiving hard copies through the U.S. Postal Service should provide the FBI's Communications Unit (CU) with their e-mail address at <cjis_comm@leo.gov> and indicate *State Program Bulletin* in the subject line of the e-mail. **Please note that whether the *Bulletin* is received electronically or in hard copy, it is the responsibility of the state UCR Program manager to disseminate the information as appropriate to their staff and local agencies.**

In order to serve our customers in the best manner possible, the national UCR Program would like to remind state Program managers to keep the CU informed of any changes in their e-mail addresses.

The current UCR *State Program Bulletin,* as well as previous editions, is also available via the Law Enforcement OnLine (LEO) Intranet at <www.leo.gov/special_topics/stats/stats_home.html> (under the Crime in the U.S.: Uniform Crime Reports Section). Users with questions concerning access to the LEO should contact the LEO Program Office at (202) 324-8833 (telephone) or Ms. Stacey C. Davis of the Advisory Groups Management Unit at (304) 625-2618 (telephone).

SECTION 2–POLICY CLARIFICATIONS AND PROCEDURES

2.1   Change in the Victim Type for Hate Crime Incidents

Agencies that submit hate crime data to the UCR Program via the Internet, on disk or cartridge, or in printed format should note that the national Program has deleted a victim type for those types of hate crime data submissions. (This does not apply to those agencies submitting data via the National Incident-Based Reporting System [NIBRS]).

Page 6 of the *Hate Crime Magnetic Media Specifications for Tapes & Diskettes* (January 1997) lists S = Society/Public as a valid code in positions 62-68 of the Victim Type record layout. However, that code is no longer valid for those types of hate crime submissions, and the national Program will reject the code as Error 041, Invalid Code = S. Valid victim types are:

Position	Type	Description
62-68	A7	Victim Type
		I = Individual
		B = Business
		F = Financial Institution
		G = Government
		R = Religious Organization
		O = Other
		U = Unknown

The victim type S = Society/Public is a NIBRS designation used for reporting victim types for Crimes Against Society such as Drug/Narcotic Offenses, Gambling Offenses, Pornography/ Obscene Material, and Prostitution Offenses. Consequently, the use of the victim type S = Society should be limited to those agencies submitting data via the NIBRS.

2.2   Bias Motivation Code 99 in Data Element 8A

The national UCR Program had been receiving a large number of offenses from agencies that submit data via NIBRS that have a bias motivation code of 99 = Unknown in Data Element 8A when compared to offenses indicating a specific bias motivation code (codes 11-52) or no bias motivation (88 = None). As a result, the national Program personnel have been contacting state UCR Program managers in those states that submit an excessive number of offenses coded as bias motivation code 99 = Unknown and have been requesting that the state follow-up with the local reporting agency. This has had a positive result, for the number of offenses coded with bias motivation 99 = Unknown has dropped by approximately 50 percent within the last 2–3 years. The national Program appreciates the efforts of the state Program managers and local reporting agencies in their commitment to accurate hate crime reporting.

2.3   Procedural Change for Converting NIBRS Data to Zero Hate Crime Data

Currently, the national UCR Program's data processing procedure converts an agency's NIBRS incidents coded as 88 = None and/or 99 = Unknown to zero hate crimes. This conversion program excludes the Zero-Reporting Segment Level and Group B arrest data.

The national Program has identified three problems with this procedure:

1. In hate crime statistical analysis, all data have value—including zero data, incident data, and unknown data. The current procedure converts unknown data to zero data and nullifies the value of the unknown data.

2. The conversion program populates the hate crime database with zeros even when an agency has not submitted current-year NIBRS data. This occurs because the NIBRS database is open for current-year and previous-year submissions.

3. When determining if an agency has hate crime zero data, the conversion program excludes the NIBRS zero-reporting record or the Group B Arrest Report, both of which are indicators that the agency had no offense data to report.

Therefore, beginning with the data for *Hate Crime Statistics, 2003,* the national Program is implementing the following data processing changes to the NIBRS conversion process:

1. When a NIBRS agency submits only 99 = Unknown in the bias motivation field, the system will not enter zeros for that agency's hate crime record. Consequently, agencies reporting all NIBRS data with the bias motivation code 99 = Unknown will not be listed in the publication *Hate Crime Statistics*, Table 14, "Zero Hate Crime Data Submitted." The national UCR Program will, however, continue to consider that NIBRS agency as participating in the hate crime data collection program.

2. Current-year zero hate crime data will be based on same-year NIBRS data submissions (e.g., 2003 hate crime data will be based on 2003 NIBRS data submissions).

3. The NIBRS submissions will be converted to zero hate crime data quarterly. An agency must submit at least 1 month of NIBRS data during a quarter for the national Program to consider the agency as participating in the hate crime program for that quarter.

4. The Zero-Reporting Segment Level and the Group B Arrest Report will be reviewed when converting NIBRS submissions to zero hate crime data. An agency must submit at least 1 month of NIBRS data during a quarter for the national Program to consider the agency as participating in the hate crime data collection program for that quarter.

SECTION 3–PUBLICATION UPDATES AND MODIFICATIONS

Web Document for NIBRS Vendors Updated

The national Program asks state and local agencies to inform their vendors that Program staff have recently updated the Web document entitled *Developments in the NIBRS.* This document was initially published on the Internet in July 2002 to keep vendors informed of NIBRS programming changes. The document, which can be found at <www.fbi.gov/ucr/ucr.htm>, includes excerpts from UCR *State Program Bulletins* that provide a historical perspective of the evolution of NIBRS including procedural changes, reporting clarifications, and policy additions that have occurred from 1999 to April 2004. **The national Program asks agencies to caution their vendors to read the document in its entirety before making any programming changes. The excerpts are presented as they were originally published in the *State Program Bulletin,* and subsequent excerpts may have additions, deletions, or clarifications to those from earlier bulletins.**