ADMINISTRATIVE OFFICE OF THE COURTS

REQUEST FOR INFORMATION

The following information is necessary for us to process your request for data from the Judicial Information System (JIS). Please complete this form and return it to:

Data Dissemination Administrator
Office of the Administrator for the Courts
PO Box 41170
Olympia, WA 98504-1170
fax: 360-956-5700
e-mail: dda@courts.wa.gov

**** Do not send payment with this form. You will be invoiced at a later date****

Your request is subject to approval under the provisions of JISCR 15, the JIS Data Dissemination Policy, and the local Data Dissemination Policy and Procedures. Upon receipt of a completed form, AOC staff will review the request, contact you with questions or clarifications, and provide you cost/time estimates.

Name: Crystal Yang

Agency or Company: Harvard Law School

E-Mail Address: cyang@law.harvard.edu

Address: 1525 Massachusetts Ave

City: Cambridge State: MA Postal Code: 02138

Day or Work Phone (with area code): 303-229-3669 Fax No. (with area code):

Information Requested (Please describe in detail. Continue on page three if necessary.):

Please see our detailed request on page three of this form.

What will the information be used for?

This information will be used in a study between Harvard University researchers and King County District Court.

To whom will the data be disseminated?

The data will be disseminated with the researchers and the participating judges in the King County District Court.

If this information concerns a named individual, please give necessary identifying information (i.e. date of birth, driver's license number, most current address etc.):

NA

Date information is needed: As soon as possible

The following fees are applied to information requests that require generation of a report from JIS. Fees do not include printed copies of electronic documents such as dockets or screen prints.

Administrative Fee	$50.00 / report
Data Warehouse Evaluation/Research Programming	$55.00 / hour
Data Reporting Evaluation/Research	$54.00 / hour
JIS System Run Time (two minute minimum)	$12.00 / minute or portion thereof
Materials	$1.00 / page $12.00 / compact disc

Medium Requested: Paper ($1.00/page, computer generated)
CD ($12.00/each)
E-mail - electronic file sent as an attachment

I, the undersigned:

- **Agree to use and distribute the information only as provided in the above referenced statement of intended use;**
- **Agree not to use the data received under this request for the commercial solicitation of individuals named in the records (Data Dissemination Policy III.C; GR 31(g)(3));**
- **Agree to pay, unless payment is waived, the cost quoted or invoiced bythe Administrative Office of the Courts;**
- **Understand that the Administrative Office of the Courts, the Washington Courts, and the Washington State County Clerks make no representation as to the accuracy or completeness of the data;**
- **Agree to indemnify and hold harmless the Administrative Office of the Courts from any claims or damages arising from the use and distribution of the information responsive to this request; and**
- **Certify, under penalty of law, that all the information supplied above is true and a complete description.**

Crystal S. Yang
Signature of Requestor

5/6/2020
Date

Typed name will be accepted as signature when document is submitted electronically.

Please use this page for more detailed responses or comments.

Sample.
Our sample will consist of all defendants who are arraigned in King County.

List of data fields.

We would like to think of each observation as the pre-trial bail hearing (arraignment) of an individual defendant. For our project, we would need many of the following data fields. The below list is an ideal list of variables, but we'd be happy to discuss depending on what is available as our study is still possible with a smaller subset of these data fields. If there are other, related variables that we do not list but which you have, please let us know.

1. Identity of arraignment/bail judge: the unique judge identifier. This could be the initials, the full name, or a numerical code, but it should be unique to each judge and should not change over time.
2. Identity of defendant: unique defendant identifier, preferably, the full name and date of birth of the defendant. This will allow us to track the defendants' outcomes after they are released.
3. Risk assessment score: provided by the Pre-trial Risk Assessment tool, if available. For defendants who do not have a risk score, this variable can be missing.
4. Defendant characteristics:
a. Race, with categories: Black; White; Asian/Indian; Hispanic; mixed-race; other.
b. Age.
c. Sex.
5. Criminal history of defendant:
a. Whether the defendant ever failed to appear to court in the past year.
b. Whether the defendant ever committed or was arrested for a crime prior to trial in the past year.
c. Number of previous felony arrests.
d. Number of previous felony convictions.
e. Number of previous misdemeanor arrests.
f. Number of previous misdemeanor convictions.
6. Whether defendant was arrested. (I'm assuming all defendants in the in-custody sample will have been arrested)
7. Date of arrest.
8. Arrest Charges:
a. UCR Code of Arrest Charge, or something similar that allows us to identify crime type (e.g. drug, property, violent etc.)
b. Effective Category Class of Arrest Charge.
c. Number of Arrest Charges.
9. Court Arraignment Charges (these might obviously differ from the original arrest charges):
a. UCR Code of Court Arraignment Charge.
b. Effective Category Class of Court Arraignment Charge.
c. Number of Court Arraignment Charges.
10. Arraignment variables:
a. Date of initial arraignment
b. Arraignment outcome, with categories: released on recognizance (ROR); remanded; cash or bond bail (regardless of payment).
c. Amount of cash or bond bail, if monetary bail assigned.
d. Whether case was dismissed at arraignment.
e. Whether defendant plead guilty at arraignment.
f. Whether defendant paid their cash/bond bail at time of arraignment. If not, the date on which the defendant pays their cash/bond bail.
g. Whether defendant ever paid their cash/bond bail prior to case disposition.
h. Whether defendant was released or detained until case resolution.
i. If defendant has a bail modification or revocation: date of hearing, outcome, and identity of judge at the hearing
11. Date the case was disposed of (e.g. either by dismissal/not guilty, guilty plea, or guilty verdict at trial).
12. Pre-trial misconduct outcomes:
a. Whether defendant failed to appear (FTA) for a required court appearance following their arraignment.
b. Whether defendant was rearrested prior to disposition. If rearrested, date of rearrest and arrest charge/type.