

BUREAU OF JUSTICE ASSISTANCE
 National Sexual Assault Kit Initiative
 Purpose Area 4 Fiscal Year 21 and Prior
PERFORMANCE MEASURES QUESTIONNAIRE

GENERAL AWARD ADMINISTRATION

1. Is this the last reporting period for which the award will have data to report? *For example, all funds have been expended and the award is in the process of closing out in the Justice Grants (JustGrants) System. If you select Yes, you will be directed to answer the questions in the Final Report section. These are one-time-only questions that you will answer prior to report closeout.*

A. Yes/No *(If Yes, answer the Final Report and Goals and Objectives and create a final report.)*

GRANT ACTIVITY

2. Was there grant activity during the reporting period? *There is grant activity when the grantee has obligated, expended, or drawn down grant funds to implement objectives proposed in the Bureau of Justice Assistance (BJA)-approved grant application. If Yes, the program becomes operational and should remain so until the grant closes out.*

A. Yes/No

B. If No, select from the following responses:

Reason(s) for no grant activity during the reporting period	Select all that apply
In procurement	<input type="checkbox"/>
Project or budget not approved by agency, county, city, or state governing agency	<input type="checkbox"/>
Seeking subcontractors (request for proposal stage only)	<input type="checkbox"/>
Waiting to hire project manager, additional staff, or coordinating staff	<input type="checkbox"/>
Paying for the program using prior federal funds	<input type="checkbox"/>
Administrative hold (e.g., court case pending)	<input type="checkbox"/>
Still seeking budget approval	<input type="checkbox"/>
Waiting for partners or collaborators to complete the application	<input type="checkbox"/>
Other	<input type="checkbox"/>
If Other, explain:	

3. For this initiative, have you appointed a dedicated site coordinator?

A. Yes/No

B. If Yes, enter the name and contact information (phone, email) for the site coordinator

C. If No, explain _____

4. Enter the approximate percentage of funds allocated to each category below. *Percentage allocations should represent the entire life of the award. BJA award refers to the current award you are reporting on. This response will carry over and may be updated as needed.*

	Funding source	Inventory	All associated costs (all laboratory testing materials, lab personnel fees, analysis of DNA costs)	Working group, investigations, prosecutions, victim services
A	BJA award (this award)			
B	All other			
	Total (all three columns added together will total 100 percent)	<auto calculated>	<auto calculated>	<auto calculated>
C	If Other, list names of other sources:			

BASELINE

These questions gather information about activities related to the sexual assault kit (SAK) inventory that occurred prior to BJA Sexual Assault Kit Initiative (SAKI) grant funding becoming operational. If this is not the first SAKI award you have received, follow these guidelines to determine whether you need to answer these questions.

- If you have received (an) earlier SAKI award(s) that have been used to address the same SAK inventory as this award, bypass this section by answering “No” to question 5.
- If you have received (an) earlier SAKI award(s), all of which have been used to address a different SAK inventory than this award, answer these questions as they apply to you.
- If this award is used for “lawfully owed offender DNA collection” (i.e., under Purpose Area 3 for fiscal years 2017 and after), bypass this section by answering “No” to question 5.
- If this award is used for a small, rural, or tribal agency receiving SAKI funding, begin reporting based on the cases generated by this agency.

5. Was an inventory of unsubmitted SAKs started prior to the grant being awarded? *Only select Yes if you started your SAK inventory prior to receiving grants funds.*

A. Yes/No *(If No, skip to the next section)*

6. Enter the date (month/year) the inventory was started. _____

7. Enter the number of SAKs that had the following results or resulted in the following actions as recorded in your inventory. *SAKs may fit into multiple categories and should be counted in all applicable categories.*

- A. Number of unsubmitted SAKs identified _____
- B. Number of previously tested SAKs identified _____
- C. Number of SAKs determined not to require testing _____
- D. Number of SAKs that required DNA testing _____
- E. Number of SAKs sent out for DNA testing _____

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- F. Number of DNA profiles from forensic analysis entered into the Combined DNA Index System (CODIS) _____
- G. Number of CODIS hits _____
- H. Other _____
- I. If Other, explain _____

INVENTORY AND TRACKING

These questions ask about SAKI activities that occurred during the reporting period for Purpose Area 1 and 2 grantees. Applicants are required to track inventoried SAKs throughout the course of the award. Report information on all program SAKs regardless of the source of their funding (e.g., BJA, District Attorney New York, other).

8. Enter the number of SAKs that fit in each category below for the reporting period. *The totals from all previous reporting periods will be displayed in the Cumulative column automatically. If you find an error with a cumulative number, review and correct past data reports.*

	Number inventoried	Cumulative (since the start of the award)	During the reporting period
A	Number of SAKs counted during the reporting period (i.e., number of SAKs inventoried during the reporting period.	<autocalc>	
B	Of those reported SAKs inventoried, how many were identified as <u>unsubmitted</u> SAKs?	<autocalc>	
C	Of those reported SAKs inventoried, how many were identified as <u>previously tested</u> SAKs?	<autocalc>	
D	Of the unsubmitted SAKs inventoried, how many were determined <u>not to require</u> DNA testing?	<autocalc>	
E	Of the unsubmitted SAKs inventoried, how many were determined to <u>need</u> DNA testing?	<autocalc>	
F	Of the unsubmitted SAKs determined to need DNA testing, how many were <u>sent out</u> for DNA testing?	<autocalc>	
G	How many kits have been tested to <u>completion</u> (i.e., a final laboratory report has been submitted)?	<autocalc>	

9. During the reporting period, how many unsubmitted SAKs were determined not to need testing for each of the following reasons? *Include the totals for each category. Count each SAK once under the category that best fits. Note that BJA recognizes the importance and value of testing all unsubmitted kits, as feasible.*
- A. Not able to retrieve evidence _____
 - B. Evidence contained in SAK would not impact investigation or prosecution _____
 - C. Statute of limitations _____
 - D. Other _____
 - E. Anonymous/Non-reported SAK _____
 - F. If Other, explain _____

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10. During the reporting period, were DNA profiles from forensic analysis uploaded into CODIS from SAKs submitted for testing? *All eligible profiles must be uploaded to CODIS per the solicitation.*

- A. Yes/No *(If No, skip to question 14)*
- B. If Yes, how many? _____

11. Of the total number of DNA profiles uploaded into CODIS during the reporting period (identified in question 10B), how many of the following confirmed hits were recorded? *If no hits were confirmed, enter zero (0). If a sample has hits to multiple cases, enter the number of cases that were hit.*

	Type of hit	Number of hits during the reporting period
A	CODIS hits (For the next two questions, make sure the numbers do not exceed the total number of CODIS hits)	
B	Forensic hits: the new profile matches DNA from an unknown forensic sample collected at a crime scene (e.g., the match is to a sample in the forensic index)	
C	Offender/Arrestee hits: the new profile matches the DNA of an offender of the arrestee profile already in CODIS (e.g., the match is to a sample in the offender index)	

12. During the reporting period, enter the number of cases where CODIS hit(s) identified a different offender than the person who was originally named or prosecuted in the case. *A suspect may be in the case file via a name with no DNA profile obtained. A previously untested kit may yield a new hit on a person who was not named in the original case file. Enter zero (0) if no cases have emerged.*

- A. Number of cases that identified a different offender than the person who was originally named or prosecuted _____
- B. Number of exonerations that have occurred from CODIS hits naming a new suspect(s) on a previous case _____

13. Of the total number of CODIS hits (identified in question 11A), how many hits fit in the following categories? *The totals from all previous reporting periods will be automatically displayed in the Cumulative column. If you find an error with a cumulative number, review and correct past data reports.*

	Number of hits	Cumulative (since the start of the award)	During the reporting period
A	Hits in other state(s): the new profile matches the DNA of an unknown or known perpetrator in another state. Include federal hits as a state for counting purposes	<autocalc>	
B	Number of states where hits have occurred: enter the total number of other states where hits have occurred. Do <u>not</u> count the same state twice. Include the state in which the associated offense occurred for federal hits for counting purposes	<autocalc>	

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14. Of the number of offender/arrestee hits during the reporting period identified in question 11C, how many fit each of the following categories?

	Type of hit	Number of hits during the reporting period
A	Cold hits: when the DNA hits to an offender who was not previously listed as a suspect/person of interest in the case	
B	Warm hits: when the DNA hits to a listed suspect/person of interest in the case	
C	Serial sex offender hits: out of the previous CODIS hits to <u>known offenders/arrestees</u> , how many were for a serial sex offender (the sexual assault of two or more victims by the same offender in separate events)?	
D	Nonsexual offender hits: out of the previous CODIS hits to <u>known offenders/arrestees</u> , how many were to offenders charged/convicted of nonsexual offenses (e.g., robbery, assault, homicide)?	

15. During the reporting period, what factors contributed to successfully submitting SAKs or improving your submission of SAKs? *Select all that apply.*

- A. N/A. Have not completed inventory
- B. Effective in-house records management system
- C. Proper protocols in place
- D. Coordination with departmental leadership
- E. Sufficient number of staff available
- F. Sufficient number of laboratory staff available
- G. Effective in-house training
- H. Access to money and/or other resources
- I. Diligent community-based victim services
- J. Understanding and responding to victim trauma
- K. Understanding of basic forensic investigative techniques
- L. Understanding the importance of property handling and testing SAKs
- M. Other
- N. If Other, explain _____

16. During the reporting period, what factors does your jurisdiction see as contributing to unsubmitted SAKs? *Select all that apply.*

- A. Employees questioning the validity of victims' reports/allegations
- B. Employees would benefit from more training
- C. New and improved protocols needed
- D. Employees would benefit from a better understanding of appropriate victim trauma response
- E. Need for additional/increased ties with community-based victim services
- F. Need for a better evidence-tracking system
- G. Chronic instability in departmental leadership
- H. Need for greater understanding of the value of testing kits
- I. Other
- J. If Other, explain _____

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17. Were any cases forwarded for investigation related to the SAKs tested during the reporting period? *Include any cases opened/reopened because of the results of testing SAKs.*
- A. Yes/No *(If No, skip next question)*
 - B. If Yes, how many cases were forwarded for investigation? _____
18. During the reporting period, enter the number of victims located, contacted, or agreeing to participate (associated with previously unsubmitted SAKs) as a result of the SAKI.
- A. Number of victims located (have found where victim resides) _____
 - B. Of those located, how many victims were contacted? _____
 - C. Number of victims determined to be deceased _____
 - D. Of those contacted, how many agreed to actively participate in a new investigation resulting from the SAKI? _____
19. How many SAKI cases were forwarded for prosecution during the reporting period?

20. During the reporting period, how many cases were not forwarded from investigation for prosecution? *Enter zero (0) if all cases were forwarded.* _____
- A. Explain. *Enter "N/A" if all cases were forwarded.* _____
21. What case elements did the working group consider when prioritizing cases during the reporting period? *Select all that apply.*
- A. _____ N/A. Have not broached
 - B. _____ N/A. Not prioritizing (e.g., forklift approach)
 - C. _____ Age of victim
 - D. _____ Victim/Victim's family cooperation
 - E. _____ Public safety concerns
 - F. _____ Statute of limitations
 - G. _____ DNA of known offender
 - H. _____ New/Other evidence and/or witnesses have come to light (not SAK-related)
 - I. _____ Other
 - J. If Other, explain _____

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22. Enter the number of cases that fit each category below for the reporting period. *The totals from all previous reporting periods will be displayed in the Cumulative column automatically. If you find an error with a cumulative total, contact the Performance Measurement Tool Helpdesk to make an edit.*

	Number of hits	Cumulative (since the start of the award)	During the reporting period
A	How many cases were charged?	<autocalc>	
B	How many cases had the charges dismissed? For example, the prosecuting agency did not proceed to disposition.	<autocalc>	
C	How many cases resulted in a plea bargain? For example, the prosecution and defense reached an agreement where the defendant pleads guilty to a lesser charge or received a reduced sentence.	<autocalc>	
D	How many cases ended with a conviction following a trial? For example, a finding of guilt of a crime in a court of law by judge or jury.	<autocalc>	
E	How many cases ended with an acquittal? For example, a finding of not guilty of a crime in a court of law by judge or jury.	<autocalc>	
F	How many cases ended in mistrial? For example, a trial that is not valid because of an error or because the jury is unable to decide a verdict.	<autocalc>	

23. During the reporting period, were there cases where prosecution was denied (e.g., case was deemed to have insufficient evidence)?

- A. Yes/No *(If No, skip next question)*
- B. If Yes, how many times during the reporting period did this occur? _____

24. During the reporting period, select the reasons prosecution was denied. *Select all that apply.*

- A. _____ Victims declined to participate
- B. _____ Investigations resulted in insufficient evidence
- C. _____ Cases involved expired statute of limitations
- D. _____ Report was determined to be unfounded by investigator or prosecutor
- E. _____ Resource constraints
- F. _____ Offender is already serving a long sentence for another crime
- G. _____ Other
- H. If Other, explain _____

25. Have you publicly shared any progress or success stories during this reporting period?

- A. Yes/No *(If No, skip to next section)*
- B. If Yes, provide the link to your progress or success story _____

26. Are there any other ways you are sharing information about this effort with the public?

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WORKING GROUP AND PARTNERSHIPS

These questions ask about BJA-funded multidisciplinary working group activities that occurred during the reporting period for Purpose Area 1 grantees. The working group should be composed of law enforcement officers, forensic medical personnel, forensic laboratory personnel, prosecutors, and victim advocates.

27. Do you have an established, regularly convening multidisciplinary working group?

- A. Yes/No (*If No, skip to question 31*)
- B. If No, explain why not _____

28. How often did your multidisciplinary working group meet during the reporting period? *Select the option that best applies.*

- A. _____ We did not meet during the reporting period.
- B. _____ Daily
- C. _____ Weekly
- D. _____ Monthly
- E. _____ Quarterly
- F. _____ Other
- G. If Other, explain _____

29. Enter the total number of active and new partners participating in the SAKI during the reporting period.

	Number of <u>active</u> partners during the reporting period	Number of <u>new</u> partners during the reporting period
Number participating in the <u>working group</u>		
Number of victim advocacy partners		

30. How would you rate the following working group partners based on the statement, "This partner is actively involved in the program." *Rate your working group partners on a scale of 1–5, as indicated below. If you have multiple partners in a category, rate them as a whole. If a partner fits in more than one category, rate it in the one category that fits best. Do not rate yourself.*

Working group partners		Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree
This partner is actively involved in the program	N/A	1	2	3	4	5
State/Tribal leadership (e.g., governor's office)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local leadership (e.g., mayor's office)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Federal law enforcement agencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
State law enforcement agencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Working group partners		Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree
This partner is actively involved in the program	N/A	1	2	3	4	5
Local law enforcement agencies (including detectives/investigators)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victim services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pretrial service organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
U.S. Attorney's Office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prosecution	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public defender/indigent defense	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Courts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community corrections (probation/parole)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Corrections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health care providers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mental health care providers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substance abuse treatment providers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child protective services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community-based service providers (e.g., housing, employment)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community groups (e.g., neighborhood watch, community center)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Faith-based organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject matter experts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Foundations/Philanthropic organizations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Researcher, evaluator, or statistical analysis center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Training and technical assistance provider(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tribal criminal justice agencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Forensic laboratories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual assault nurse examiners/forensic nurses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If Other, explain:						

31. During the reporting period, did your working group identify any other entities, groups, organizations, or programs (e.g., private sector entities such as evidence-tracking providers) that were not on the working group?

A. Yes/No *(If No, skip next question)*

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B. If Yes, describe who this partner is and the nature of this partnership

32. Select which working group partner is doing which role in the initiative. *Select all that apply.*

	Partner role	N/A	Law enforcement	Lab personnel	Investigator	Prosecution	Victim advocates	Other
A	Inventorying SAKs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Submitting SAKs for forensic testing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Collecting information from SAKs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	Entering status of SAKs into tracking system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E	Following up on CODIS hits (i.e., informing working group members)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F	Recommending victim services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G	Helping victims understand the court process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H	Coordinating meetings and appointments with victims	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I	Keeping victim(s) informed about their case	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

POLICIES, PROCEDURES, AND PROTOCOLS

These questions ask about policies, procedures, and protocols created and/or implemented as part of the SAKI program for Purpose Area 1 grantees.

33. For each of the following policies/procedures, indicate if it has been established, is under development, or has not yet been established/developed.

	General policies	N/A	Yes	In draft form/ under development	No
A	SAK evidence collection, storage, inventory, testing, and tracking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	Type of information collected from SAKs and personnel responsible for collection of information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C	Victim engagement notification, information sharing, and support services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	The management of the multidisciplinary working group, to include case management, establishment of memoranda of understanding,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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General policies		N/A	Yes	In draft form/ under development	No
	information-sharing methods, and active engagement of community-based victim advocacy resources				
E	Identification of cases that require expedited testing protocols and investigation (e.g., based on statute of limitations issues, the imminent release of an identified suspect from incarceration, an active serial offender)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F	Outsourcing of SAK testing and subsequent laboratory review and certification required, where applicable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G	The reopening of previously closed cases as a result of new evidence obtained through the SAK testing process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H	Training requirements specific to the SAKI project (e.g., victim-centered, cross-disciplinary approaches; the probative value of forensic evidence typically contained in SAKs; investigation methods; prosecution best practices)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I	Publicly sharing information regarding progress of SAKI in your jurisdiction, including the type of information that is listed on a departmental website (e.g., total number of unsubmitted kits, number of SAKs submitted for testing to date, number of CODIS hits to date, number of cases prosecuted and outcomes)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J	How CODIS hits are followed up on by the working group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K	Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L	If Other, explain:				

34. What information are you collecting from SAKs? *Select all that apply.*

- A. Victim sex, age, race
- B. Suspect sex, age, race
- C. How long ago the assault occurred (in years)
- D. Victim/Suspect relationship
- E. If assault involved multiple perpetrators
- F. If alcohol and/or drugs were involved
- G. If a weapon was used
- H. Time between assault and medical forensic exam
- I. Other
- J. If Other, explain _____

35. Indicate the development status for the following resources for victims and victim-service providers as of the last day of the reporting period.

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Resource developed	N/A	Completed	Currently drafting	Plan on developing
FAQ brochures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Packet of community resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flyers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Training materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If Other, explain:				

36. During the reporting period, did you share resources developed for victims with any of the following partners and/or other groups?

Resources shared with:	N/A	Yes	No
Victims	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victim advocacy groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Law enforcement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual assault forensic officers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Forensic laboratories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Investigative officers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prosecutors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If Other, explain:			

37. Do you have an electronic tracking system?

- A. Yes/No
- B. If Yes, when was it implemented (month/year)? _____
- C. If No, explain _____

38. How often did your program conduct the following activities during the reporting period?

Program activities	N/A	Do not know	Weekly	Monthly	Quarterly
Conducted analysis to better understand the problems with current SAK collection and storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tracked activity, progress, or performance using a database or spreadsheet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Administered victim/community satisfaction survey(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performed public outreach (e.g., contacted potential victims, focused media outreach)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Participated in community engagement activities (e.g., roundtables, community advisory boards)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If Other, explain:					

39. Are you or a partner conducting an evaluation of the SAKI program?

- A. Yes/No (*If No, skip next question*)
- B. If Yes, provide the following contact information for the person conducting the evaluation
 Name _____
 Email address _____
 Phone number _____

TRAINING

These questions ask about training conducted or attended as part of the SAKI program for Purpose Area 1 grantees.

40. Was training conducted for the working group members during the reporting period?

- A. Yes/No (*If No, skip to question 43*)

41. During the reporting period, which of the following topics were covered in training sessions for the working group members? *Select all that apply.*

- A. _____ Appropriate evidence collection techniques
- B. _____ Value of forensic evidence
- C. _____ Victimization and trauma response training
- D. _____ Community/Public relations
- E. _____ Training to improve investigative or prosecutorial practices
- F. _____ Training to optimize victim notification protocols
- G. _____ Other
- H. If Other, explain _____

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42. How many working group members were trained during the reporting period?
- A. Law enforcement supervisors _____
 - B. Detectives/Investigators _____
 - C. Sexual assault nurse examiners/forensic nurses _____
 - D. Forensic lab personnel _____
 - E. Prosecutors _____
 - F. Community-based victim advocates _____
 - G. System-based victim advocates _____
 - H. Other _____

TRAINING AND TECHNICAL ASSISTANCE CONTACT

These questions ask about BJA-funded training and technical assistance (TTA) provider assistance the SAKI program received.

43. Did your program receive any training or technical assistance from a BJA-funded TTA provider during the reporting period?
- A. Yes/No (*If No, skip to next section*)
44. What was the nature of contact with the BJA-funded TTA provider during the reporting period? *Select all that apply.*
- A. _____ Phone call/email
 - B. _____ In-person meeting
 - C. _____ Video conference
 - D. _____ Site visit
 - E. _____ Conference
 - F. _____ Other
 - G. If Other, explain _____
45. On average, how often did you have contact with the BJA-funded TTA provider during the reporting period? *A contact can be either in person or via electronic interface. Select the answer that best approximates how often you had contact.*
- A. Weekly
 - B. Biweekly
 - C. Monthly
 - D. Quarterly
46. How satisfied are you with the BJA-funded engagement during this reporting period? *Select the answer that best approximates your satisfaction with the engagement.*
- A. Very satisfied
 - B. Satisfied
 - C. Neither satisfied nor dissatisfied
 - D. Unsatisfied
 - E. Very unsatisfied

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BUDGET AND EMPLOYMENT

47. During the reporting period, how many new positions were created using BJA program funds? *Only report a new position once during the reporting period in which it was created/classified. If you did not create any new positions, enter zero (0).*

- A. Full-time positions _____
- B. Part-time positions _____

48. During the reporting period, were BJA program funds used to fund overtime? *Overtime hours are those that nonexempt employees work beyond normal working hours (usually 40 hours during a work week).*

- A. Yes/No

VIOLENT CRIMINAL APPREHENSION PROGRAM AND ADVANCED TESTING

49. Answer the following questions regarding cases entered into the Violent Criminal Apprehension Program (ViCAP) database during the reporting period. *Enter zero (0) if you have no cases to report for any of the following questions.*

- A. Number of criteria cases entered into ViCAP _____
- B. Number of investigative leads generated from ViCAP entries _____
- C. Number of suspects identified through ViCAP entries _____

50. Enter the number of cases for which you performed the following types of DNA testing during the reporting period. *Enter zero (0) if you have no cases to report for any of the following questions.*

- A. Y-STR testing _____
- B. Testing of secondary evidence _____
- C. Familial DNA searches _____
- D. Forensic genealogy _____
- E. DNA phenotyping/ancestral analysis _____
- F. Other _____
- G. If Other, explain _____

51. Enter the number of cases for which the following types of DNA testing led to identification of a suspect during the reporting period. *Enter zero (0) if you have no cases to report for any of the following questions.*

- A. Y-STR testing _____
- B. Testing of secondary evidence _____
- C. Familial DNA searches _____
- D. Forensic genealogy searches _____
- E. DNA phenotyping/ancestral analysis _____
- F. Other _____
- G. If Other, explain _____

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Grantees utilizing SAKI funds for the use of forensic genealogy must adhere to the U.S. Department of Justice Interim Policy: Forensic Genealogical DNA Analysis and Searching (<https://www.justice.gov/olp/page/file/1204386/download>).

52. Were grant funds used to conduct forensic genetic genealogical DNA analysis (FGG) and/or forensic genetic genealogical DNA analysis and searching (FGGS) during the reporting period?
- A. Yes/No (*If No, skip to the next section*)
53. During the reporting period, how many investigations began utilizing grant funds for FGG/FGGS? _____
54. During the reporting period, what amount of federal funding was used to conduct FGG/FGGS? _____
55. During the reporting period, how many new forensic samples and reference samples were subjected to FGG?
- A. Forensic samples _____
- B. Reference samples _____
56. Enter the number of each type of crime investigated starting this reporting period. *Do not recount crimes already reported in previous reporting periods.*
- A. Sexually motivated homicide _____
- B. Sexual assault _____
- C. Unidentified human remains _____
- D. Other _____
- E. If Other, explain _____
57. During the reporting period, how many cases resulted in searchable profiles obtained from FGG? *Only include cases that have not already been counted toward this question in previous periods.* _____
58. How many investigations resulted in a new arrest during the reporting period that was based, in part, on the use of FGG/FGGS? *Only include cases that have not already been counted toward this question in previous reporting periods.* _____
59. Since the beginning of the grant program, how many suspects identified through the use of FGG/FGGS were prosecuted? _____
60. Since the beginning of the grant program, how many cases were closed/cleared by exceptional means through the use of FGG/FGGS? _____
61. Identify the vendor laboratory (or laboratories) used to conduct FGG during the reporting period. _____
62. Provide the names of any genetic genealogy services used to search FGG profiles during the reporting period. _____

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FINAL REPORT QUESTIONS

These questions are to be answered once at the end of the grant award. The answers should represent the life of the award.

1. Identify the main factors contributing to unsubmitted SAKs in your jurisdiction.

2. Does your working group feel the SAKI program enabled your jurisdiction to address the problems with unsubmitted SAKs?

- A. Yes/No
- B. Explain _____

3. Does your working group feel the SAKI program enabled policies and procedures to be enacted to solve sustainability and to make sure the problem of unsubmitted SAKs does not happen in the future?

- A. Yes/No
- B. Explain _____

LAWFULLY OWED OFFENDER DNA COLLECTION

These questions are only to be answered by grantees awarded under Purpose Area 2 in fiscal year 2016 and Purpose Area 3 in fiscal years 2017 and after.

1. Have you begun a census of convicted offenders who lawfully owe DNA for the purposes of CODIS for your jurisdiction?

- A. Yes, we have begun the census.
- B. Yes, we have completed the census.
- C. No, we have not started the census. *(Only answer questions 2 and 3 in this section)*
- D. If No, explain _____

2. Have policies and procedures for the collection of lawfully owed DNA been created and enacted?

- A. Yes/No
- B. If No, explain _____

3. Have additional policies and procedures been developed to ensure that qualifying offenders in their jurisdictions will have their DNA collected and uploaded into CODIS in the future?

- A. Yes/No
- B. If No, explain _____

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4. How many lawfully owed DNA samples were identified for the census during this reporting period? Do not include DNA samples that were already reported for this question in previous quarters. _____
5. Enter the number of lawfully owed DNA samples that fit in each category below for the reporting period.

	DAN samples	Cumulative (since the start of the award)	During the reporting period
A	Of the lawfully owed DNA samples identified in the census, how many were <u>collected</u> ?		
B	Of those collected, how many have been <u>submitted</u> for testing?		
C	Of those that have been submitted for testing, how many have been <u>tested</u> to completion?		

6. During the reporting period, were lawfully obtained DNA profiles from forensic analysis uploaded into CODIS? All eligible profiles must be uploaded to CODIS per the solicitation.
- A. Yes/No
B. If Yes, how many? _____
7. Of the total number of lawfully obtained DNA profiles uploaded into CODIS during the reporting period (identified in question 5), how many CODIS hits to forensic samples were recorded? If no hits were confirmed, enter zero (0). _____
8. Of the number of forensic hits during the reporting period identified in question 6B, how many fit each of the following categories?

	Type of hit	Number of hits during the reporting period
A	Cold hits: when the offender's DNA hits to forensic unknown; someone who was not previously listed as a suspect/person of interest in the case	
B	Warm hits: when the offender's DNA hits to a forensic sample, and that offender was previously listed as a suspect in the case	
C	Sex offender hits: out of the previous CODIS hits to known forensic hits, how many were for a sex offense? Only include an offender(s) with one sex offense.	
D	Serial sex offender hits: out of the previous CODIS hits to known forensic hits, how many were for a serial sex offender (the sexual assault of two or more victims by the same offender in separate events)?	
E	Homicide CODIS hits: out of the previous CODIS hits to known forensic hits, how many were to forensic samples from homicide cases?	
F	Other hits: out of the previous CODIS hits to known forensic hits, how many were to other crimes, excluding sexual assault and homicides (e.g., robbery, burglary, assault)?	

9. During the reporting period, were any arrests/warrants made as a result of CODIS hits?

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10. During the reporting period, how many cases were not forwarded for prosecution? *Enter zero (0) if all cases were forwarded.* _____

A. Explain. *Enter "N/A" if all cases were forwarded.* _____

11. During the reporting period, how many cases were forwarded for prosecution as a result of CODIS hits? _____

12. Enter the number of cases that fit in each disposition category for the reporting period. *Count the disposition of each case only once.*

	Case outcome	Cumulative (since the start of the award)	During the reporting period
A	How many cases were charged?		
B	How many cases had the charges dismissed? For example, the prosecuting agency did not proceed to disposition.		
C	How many cases resulted in a plea bargain? For example, the prosecution and defense reached an agreement where the defendant pleads guilty to a lesser charge or received a reduced sentence.		
D	How many cases ended with a conviction following a trial? For example, a finding of guilt of a crime in a court of law by judge or jury.		
E	How many cases ended with an acquittal? For example, a finding of not guilty of a crime in a court of law by judge or jury.		
F	How many cases ended in mistrial? For example, a trial that is not valid because of an error or because the jury is unable to decide a verdict.		

13. During the reporting period:

- A. Number of crimes solved (sexual/nonsexual) as a result of the collection of lawfully owed DNA _____
- B. Number of sexual assault cases solved involving a single sex offender (one sex offense) _____
- C. Number of sexual assault cases solved involving a serial sex offender (two or more victims by the same offender in separate events) _____
- D. Number of homicide cases solved _____
- E. Number of nonsexual cases (e.g., robbery, assault, burglary) solved _____

14. During the reporting period, how many cases were resolved due to lawfully owed DNA samples hitting to forensic samples? _____

15. During the reporting period, out of the number of lawfully owed DNA samples that hit to SAKs, how many hit to previously unsubmitted SAKs tested under Purpose Area 1 of the SAKI award? _____

FINAL REPORT QUESTIONS

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The performance measure questions presented here are preliminary and may be subject to revision.
This document is only to be used for planning and data collection purposes.

These questions are to be answered once at the end of the grant award. The answers should represent the life of the award.

16. Identify the main factors contributing to unsubmitted SAKs in your jurisdiction.

17. Does your working group feel the SAKI program enabled your jurisdiction to address the problems with unsubmitted SAKs?

- A. Yes/No
- B. Explain _____

18. Does your working group feel the SAKI program enabled policies and procedures to be enacted to solve sustainability and to make sure the problem of unsubmitted SAKs does not happen in the future?

- A. Yes/No
- B. Explain _____

GOALS AND OBJECTIVES

In this module, you will identify the goals you hope to achieve with your funding. Once submitted, these goals cannot be changed without approval of your grant manager.

Set **S M A R T** goals to clarify the scope of your priorities:

- **Specific**
- **Measurable**
- **Achievable**
- **Relevant**
- **Time-bound**

If you have multiple goals, provide updates on each one separately.

Answer the following questions every semiannual reporting period (January and July of each year), based on your grant-funded activities.

1. Please identify the goal(s) you hope to achieve with your funding. If you have multiple goals, please report on each separately (one at a time) and repeat questions 1–4 for each goal by clicking “Add Another” after question 4.

2. What is the status of this goal?

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- A. Not yet started
- B. In progress
- C. Delayed
- D. Completed
- E. Goal no longer applicable

3. Please describe any progress you made, or barriers you encountered, related to this goal during the past 6 months.

4. In the next 6 months, what major activities are planned for this goal?

5. Did you receive or do you desire any assistance from BJA or a BJA-funded technical assistance provider? A list of technical assistance providers can be found at <https://bja.ojp.gov/training-technical-assistance/>. Check all that apply.

- A. Yes, we received assistance (please describe) _____
- B. Yes, we would like assistance or additional assistance (please describe) _____
- C. No
If Yes, please explain _____

6. Based on your knowledge of the criminal justice field, are there any innovative programs or success stories that you would like to share with BJA?

THANK YOU FOR PARTICIPATING!

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