BUREAU OF JUSTICE ASSISTANCE
COMMUNITY-BASED APPROACHES TO ADVANCING JUSTICE
PERFORMANCE MEASURES QUESTIONNAIRE

GENERAL AWARD ADMINISTRATION

1. Is this the <u>last</u> 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 Just Grants system (JustGrants).*

   A. Yes/No *(If Yes, answer the Semiannual Narrative Questions.)*

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	☐
Project or budget not approved by agency, county, city, or state governing agency	☐
Seeking subcontractors (request for proposal stage only)	☐
Waiting to hire project manager, additional staff, or coordinating staff	☐
Paying for the program using prior federal funds	☐
Administrative hold (e.g., court case pending)	☐
Still seeking budget approval	☐
Waiting for partners or collaborators to complete the application	☐
Other	☐
If Other, explain:	

COLLABORATION BETWEEN FEDERAL, STATE, AND LOCAL LAW ENFORCEMENT, PROSECUTION, AND COMMUNITY AGENCIES

3. During the reporting period, indicate which partners were actively engaged with your grant-funded program.

    A. State law enforcement
    B. Local law enforcement
    C. Federal law enforcement (e.g., Federal Bureau of Investigation)
    D. State prosecutors
    E. Local prosecutors
    F. Federal prosecutors (e.g., Assistant U.S. Attorney)
    G. Civil rights organizations
    H. Community-based organizations
    I. Schools, colleges, universities
    J. Victim service providers (e.g., victim advocacy)
    K. Other (explain)

4. Since the beginning of the grant, describe how collaboration has aided in the development of an action plan that will contribute to hate crime prevention and response.

    _____

OUTREACH

5. During the reporting period, how were program funds used to increase awareness about prevention and response to hate crimes? *Select all that apply.*

    A. Outreach materials
    B. Educational campaigns
    C. Community events
    D. Other (explain)

6. Which of the following trauma-informed service activities were conducted during the reporting period?

    A. Support groups
    B. Safety planning
    C. Case management
    D. Referrals to services
    E. Trainings
    F. Other (explain)

7. During the reporting period, did your organization initiate outreach efforts or distribute educational materials on your agency's website to the stakeholder community and members of the public?

   A. Yes
   B. No
   C. If Yes, describe the type of outreach your agency conducted as of the last day of the reporting period. _____

8. How often does your organization perform public outreach (e.g., contacted potential victims, focused media outreach)?

   A. N/A
   B. Weekly
   C. Monthly
   D. Quarterly

9. How often does your organization participate in community engagement activities (e.g., roundtables, community advisory boards)?

   A. N/A
   B. Weekly
   C. Monthly
   D. Quarterly

10. During the reporting period, has your organization worked with law enforcement to review current trainings, practices, and policies related to hate crimes and community engagement? *If No, explain.*

    A. Yes
    B. No _____

11. During the reporting period, has your organization worked with local prosecution agencies to review current trainings, practices, and policies related to hate crimes and community engagement? *If No, explain.*

    A. Yes
    B. No _____

TRAINING AND TECHNICAL ASSISTANCE

Training

12. Did the project provide or facilitate training to project staff for your organization (or individuals involved in the project) during the reporting period?

    A. Yes
    B. No

13. If Yes (to question 12), how many trainings were completed during the reporting period?
_____

14. For each training delivered to project staff that was completed during the reporting period, indicate: 1) the training topic, 2) the target audience, 3) the number of people trained, and 4) the name of the training provider. *Count each person only once per training topic, regardless of how many times they attended the training. You may report five trainings per reporting period.*

Training Topic	Target Audience	Number of People Trained	Training Provider
[open text]	[open text]	[numeric]	[open text]

15. Did the project provide or facilitate training to stakeholders or members of the public during the reporting period?

    A.   Yes
    B.   No

16. If Yes (to question 15), how many trainings were completed during the reporting period?
_____

17. For each training delivered to stakeholders or members of the public that was completed during the reporting period, indicate: 1) the training topic, 2) the target audience, 3) the number of people trained, and 4) the name of the training provider. *Count each person only once per training topic, regardless of how many times they attended the training. You may report five trainings per reporting period.*

Training Topic	Target Audience	Number of People Trained	Training Provider
[open text]	[open text]	[numeric]	[open text]

18. Will your grant program be able to directly apply the knowledge obtained from the training(s)?

    A.   Yes
    B.   No, the training(s) may be useful to advocate for new approaches, but will not be applied directly at this time
    C.   No, the training(s) did not provide information that can be directly applied to the grant program

19. Describe the impact that the training(s) will have on specific outcomes/objectives related to the goals of your program.

_____
_____

Technical Assistance

20. Did project staff receive any technical assistance during the reporting period?

   A. Yes/No
   B. If Yes, how many separate technical assistance providers did you work with during the reporting period? _____

21. For each technical assistance provider you interacted with during the reporting period, enter the following information. *The number of entries should equal the number you entered in question 14 (up to five per quarter).*

Organizational Name of Provider	Technical Assistance Topic	Number of Engagements	Satisfaction	Feedback on Your Encounters with This Provider	What Funds Were Used to Provide the Technical Assistance
[Open Text]	[NTTAC drop down list]	[Positive whole number]	- Very satisifed - Satisified - Neither satisfied nor dissatisfied - Dissatisfied - Very dissatisfied	[Open Text]	- Grant funds - NTTAC - Other OJP funds - Other - Unknown

22. Will your grant program be able to directly apply the knowledge obtained through technical assistance?

   A. Yes
   B. No, the technical assistance may be useful to advocate for new approaches but will not be applied directly at this time
   C. No, the technical assistance did not provide information that can be directly applied to the grant program

23. Describe the impact that the training and technical assistance may have on specific outcomes/objectives related to the goals of your program.

   _____
   _____

VICTIM OUTREACH AND ENGAGEMENT

24. Enter the number of victims identified during the reporting period for each of the following categories.

    A. Race/Ethnicity/Nationality _____
    B. Religion _____
    C. Sexual orientation/gender identity _____
    D. Age _____
    E. Disability _____

25. Enter the number of victims connected to services during the reporting period for each of the following categories.

    A. Race/Ethnicity/Nationality _____
    B. Religion _____
    C. Sexual orientation/gender identity _____
    D.   Age _____
    E. Disability _____

26. What kinds of services are victims connected to?

    A. Counseling
    B. Support groups
    C. Legal services
    D. Safety planning
    E. Other (describe)

27. Enter the number of victims engaged in services during the reporting period for each of the following categories.

    A. Race/Ethnicity/Nationality _____
    B. Religion _____
    C. Sexual orientation/gender identity _____
    D. Age _____
    E. Disability _____

SEMIANNUAL NARRATIVE QUESTIONS

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 on separately.

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

1. What were your accomplishments during reporting period?
    _____

2. What goals were accomplished, as they relate to your grant application?
    _____

3. What problems/barriers did you encounter, if any, within the reporting period that prevented you from reaching your goals or milestones?
    _____

4. Is there any assistance that BJA can provide to address any problems/barriers identified in question 3?

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

5. Are you on track to complete your program fiscally and programmatically as outlined in your grant application?

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

6. What major activities are planned for the next 6 months?
    _____
    _____

7. Based on your knowledge of the criminal justice field, are there any innovative programs/accomplishments that you would like to share with BJA?
    _____
    _____

THANK YOU FOR PARTICIPATING!

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