

BUREAU OF JUSTICE ASSISTANCE
PAUL COVERDELL FORENSIC SCIENCE IMPROVEMENT GRANTS PROGRAM
PERFORMANCE MEASURES QUESTIONNAIRE

GENERAL AWARD ADMINISTRATION

1. Is this the last reporting period for which the award will have data to report?
For example, were all funds expended and is the award in the process of closing out in the Justice Grants (JustGrants) System?
 - A. Yes/No. *(If yes, answer the semiannual narrative questions.)*

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 you select 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 from BJA	<input type="checkbox"/>
Waiting for partners or collaborators to complete agreements	<input type="checkbox"/>
Other	<input type="checkbox"/>
If Other, explain.	

CASE ANALYSIS

3. As of the project period start date, what is the average number of days between submission of evidence to a forensic lab or medical examiner's/coroner's office funded under this award and delivery of test results to a requesting office or agency? *(This number is your baseline and should remain the same throughout your project period.)*

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4. As of the last day of this reporting period, what is the average number of days between submission of evidence to a forensic lab or medical examiner's/coroner's office funded under this award and delivery of test results to requesting office or agency?
-

5. Does your laboratory have the capability to test, process, and conclusively identify the presence of a controlled substance in evidence tested?

A. Yes/No.

6. Prior to the start of the award, what is the average number of days between submission of evidence to be tested for the presence of a controlled substance and the delivery of test results? *(This number is your baseline and should remain the same throughout your project period.)*
-

7. As of the last day of this reporting period, what is the average number of days between submission of evidence to be tested for the presence of a controlled substance and the delivery of test results?
-

8. Of the cases completed during the reporting period, how many were sent for testing to identify any possible seized drugs **based on funding from this grant**?
-

9. Of those sent to identify any possible seized drugs, how many identified the presence of controlled substances **based on funding from this grant**?
-

CERTIFICATION

Forensic Personnel Certification

10. As of the first day of the grant period, what is the total number of forensic personnel in all of the forensic labs using funding from this grant to seek certification? *(This number is your baseline and should remain the same throughout your project period.)*
-

11. As of the last day of this reporting period, what is the total number of forensic personnel in all of the forensic labs that are receiving funding from this grant?
-

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12. As of the last day of this reporting period, what is the total number of currently certified forensic personnel in all of the forensic labs that are receiving funding from this grant?

13. As of the last day of this reporting period, how many forensic personnel initiated certification using funding from this grant?

14. As of the last day of this reporting period, how many forensic personnel completed certification using funding from this grant?

Medicolegal Death Investigator Certification

15. As of the first day of this reporting period, what is the total number of currently certified medicolegal death investigators in all of the forensic labs that are receiving funding from this grant?

16. As of the last day of this reporting period, what is the total number of currently certified medicolegal death investigators in all of the forensic labs that are receiving funding from this grant?

17. As of the last day of this reporting period, what is the total number of medicolegal death investigators in all of the forensic labs that are receiving funding from this grant?

18. As of the last day of this reporting period, how many medicolegal death investigators initiated certification using funding from this grant?

19. As of the last day of this reporting period, how many medicolegal death investigators completed certification using funding from this grant?

EQUIPMENT PROCUREMENT

20. As of the last day of the reporting period, did you procure/implement new technology or equipment using Coverdell funding?

A. Yes/No. *(If no, skip to question 23.)*

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21. If Yes, describe any success stories related to the new technology/equipment.

22. If Yes, describe any challenges related to implementing the new technology/equipment.

BACKLOGGED CASES

23. As of the project period start date, what is the total number of backlogged cases in all agencies funded under this award? *(This number is your baseline and should remain the same throughout your project period.)*

24. As of the last day of this reporting period, what is the total number of backlogged cases in all agencies funded under this award?

25. During this reporting period, what is the number of backlogged cases analyzed with Coverdell funds? *(Single numerical entry only, answer may be zero.)*

TRAINING

Forensic Personnel

26. As of the last day of the reporting period, how many forensic personnel attended training using Coverdell funding?

27. As of the last day of the reporting period, how many hours of training were completed in total using Coverdell funding?

28. What training topics were covered? *Select all that apply.*

- A. Accreditation
- B. Anthropology
- C. Computer forensics

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- D. Crime scene
- E. Digital forensics
- F. DNA
- G. Firearms
- H. General forensics
- I. Latent prints
- J. Medical examiner/Medical death investigator
- K. Pathology
- L. Seized drugs
- M. Toxicology
- N. Trace evidence

29. During the reporting period, were there any processes implemented or revised?

- A. Yes/No.
- B. If Yes, describe: _____

Medical Examiner/Coroner and Forensic Pathologist

30. As of the last day of the reporting period, how many medical examiners/coroners attended training using Coverdell funding?

31. As of the last day of the reporting period, how many hours of training were completed in total using Coverdell funding? (Medical Examiner/Coroner Trainings)

32. As of the last day of the reporting period, how many forensic pathologists attended training using Coverdell funding?

33. As of the last day of the reporting period, how many hours of training were completed in total using Coverdell funding? (Forensic Pathologists)

34. During the reporting period, were there any processes implemented or revised?

- A. Yes/No.
- B. If Yes, describe: _____

PERSONNEL

35. During the reporting period, how many forensic science personnel were hired with grant funds?

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36. During the reporting period, how many medical examiners/coroners were hired with grant funds?

37. During the reporting period, how many forensic pathologists were hired with grant funds?

ACCREDITATION

38. For the grant period to date, what is the number of agencies/organizations receiving funding from this grant? *(Single numerical entry only.)*

39. Is your agency/organization currently accredited?

A. Yes/No.

40. Is your agency/organization applying for initial accreditation using Coverdell funding?

A. Yes/No.

41. Which agency are you using for accreditation?

- A. ANSI-ASQ National Accreditation Board (ANAB)
- B. National Association of Medical Examiner (NAME)
- C. International Association of Coroners and Medical Examiners (IACME)
- D. American Association for Laboratory Accreditation (A2LA)
- E. Other, list: _____

42. Has your office applied for accreditation with an appropriate accrediting agency during the reporting period?

A. Yes/No.

43. Was accreditation obtained from an appropriate accrediting agency using Coverdell funding during the reporting period?

A. Yes/No. *(If no, skip to question 45.)*

44. If yes, upload accreditation documentation from the accrediting agency in the next applicable report.

45. Number of agencies/organizations using Coverdell funding for fees to maintain accreditation.

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FORENSIC GENETIC GENEALOGY/FORENSIC GENETIC GENEALOGICAL DNA ANALYSIS AND SEARCHING

46. Please indicate if you used, or plan to use, funds to conduct forensic genetic genealogical DNA analysis (FGG) and/or forensic genetic genealogical DNA analysis and searching (FGGS).

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

47. During the reporting period, please enter the amount of federal funding used to conduct FGG/FGGS.

48. Please identify the type of crime and enter the number of investigations initiated during the reporting period for which FGG/FGGS was utilized.

A. Homicide _____

B. Sexual Assault _____

C. Unidentified Human Remains _____

D. Other _____

E. If Other, please explain: _____

49. During the reporting period, how many forensic samples and reference samples were subjected to FGG/FGGS?

A. Forensic Samples _____

B. Reference Samples _____

50. During the reporting period, please provide the following: the type of forensic sample subjected to FGG and a description of the total amount, condition, and concentration of that sample (e.g., single source, mixed profile, degradation status, etc.).

A. Type of Forensic Sample _____

B. Description of total amount _____

C. Condition _____

D. Concentration of the sample _____

51. During the reporting period, how many cases resulted in searchable profiles obtained from FGG/FGGS?

52. During the reporting period, how many investigations resulted in a new arrest that relied, in part, on the use of FGG/FGGS?

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53. During the reporting period, how many suspects were identified as a result of the use of FGG/FGGS? And how many suspects were prosecuted as a result of the use of FGG/FGGS?

- A. Number of suspects identified ____
- B. Number of suspects prosecuted ____

54. Please identify the vendor laboratory/laboratories used to conduct FGG during the reporting period.

55. Please provide the names of any genetic genealogy service(s) used to search the FGG profile(s) during the reporting period.

56. During the reporting period, how many cases were closed or cleared by exceptional means through the use of FGG/FGGS? *To be cleared by exceptional means, the agency must have identified the offender and gathered enough evidence to support an arrest/conviction. Examples may include the identification of a deceased offender or the identification of an offender who is already serving a life sentence for an unrelated conviction, and it is determined that prosecution will not be pursued.*

SEMIANNUAL NARRATIVE QUESTIONS

Please answer the following questions every semiannual reporting period (January and July of each year), based on your grant-funded activities. Please ensure your responses are complete, comprehensive, and specific to this award.

In this module, you will consider the goals you hope to achieve with your funding. Your goals should align with your approved application and program budget. Once submitted, these goals should remain unchanged throughout the life of the award, unless discussed with your grant manager.

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

- **S**pecific
- **M**easurable
- **A**chievable
- **R**elevant
- **T**ime-bound

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

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1. What were your accomplishments, including any progress made toward achieving your grant-funded program goals, during the reporting period? *Your response should outline any actions executed by your agency in the overall implementation of your award, administrative or programmatic. Please ensure your program goals relate back to your approved application and program budget. Generally, you should describe more than one accomplishment.*

2. What challenges did you encounter, if any, within the reporting period that prevented you from reaching your goals or milestones?

3. Is there any assistance that BJA (or a TTA provider) can provide to address any challenges identified in Question 2?

A. Yes/No.

B. If Yes, explain: _____

4. Are you on track to achieve the goals you hope to achieve with your grant funding, both fiscally and programmatically, as outlined in your grant application? *(If no, please provide an explanation as to why your agency is not on track and what your plans are to address the delay.)*

A. Yes/No.

B. If No, explain: _____

5. What major activities are planned for the next 6 months? *Your response should address the goals and objectives as outlined in the Program Narrative and provide an update on the planned activities in the next 6 months under each goal.*

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

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