

BUREAU OF JUSTICE ASSISTANCE
FIELD INITIATED: ENCOURAGING INNOVATION
PERFORMANCE MEASURES

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.*
 - A. Yes *(If Yes, answer the semiannual narrative questions.)*
 - B. No

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
 - B. No *(If No, select from the below 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, please explain.	

PROJECT TASKS

1. Number of project tasks. _____
2. Number of project tasks that were completed during the reporting period. _____
3. Number of project tasks that were completed during the reporting period that build capacity in your agency. _____
4. Number of total projects tasks (complete or incomplete) that build capacity in your agency. _____
5. Number of new policies, procedures, strategies, or interventions evaluated. _____
6. Number of new policies, procedures, strategies, or interventions that are supported by evidence to be replicable or a best practice. _____

Revised November 2023

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.

All grantees must enter their data in the Performance Measurement Tool upon award acceptance.

SEMIANNUAL NARRATIVE QUESTIONS

Please 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 the reporting period?

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

3. What problems/barriers did you encounter, if any, during 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
 - B. No
 - C. If Yes, please explain. _____
5. Are you on track to fiscally and programmatically complete your program as outlined in your grant application?
 - A. Yes
 - B. No
 - C. If No, please explain. _____
6. What major activities are planned for the next six months?

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

REVISED NOVEMBER 2023

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