

**BUREAU OF JUSTICE ASSISTANCE  
SEXUAL ASSAULT KIT INITIATIVE PURPOSE AREA 3  
PERFORMANCE MEASURES**

**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 System?*

- 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, please 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, please explain.	

3. Please select the best designation that describes your agency size. *If part of a consortia, select the designation that best describes the average size of each agency within your consortia.* **[Carry Forward]**

- A. Small (less than 250 sworn officers and/or employees)
- B. Medium (250 to 500 sworn officers and/or employees)

- C. Large (500 or more sworn officers and/or employees)
4. Which one of the following type of areas best describes the population you serve? Please select one. *If you are part of a statewide agency, please select (E. – Other) and describe the areas your program is serving. [Carry Forward]*
- A. Urban (a large city with 50,000 or more people)
  - B. Suburban (territory outside of a large city with a population of 2,500 to 50,000 or more people)
  - C. Rural (territory that encompasses all people or housing not included within an urban, suburban, or Tribal area)
  - D. Tribal (territory that contains a concentration of people who identify with a federally recognized Tribe)
  - E. Other – combination of urban, suburban, rural, and/or Tribal. If other, please explain.
- \_\_\_\_\_

## INVENTORY AND TRACKING

5. Do you have an electronic tracking system used for monitoring and accounting of lawfully owed DNA samples through the course of their movement from collection to final disposition?<sup>1</sup> *[Carry Forward]*
- A. Yes  
If Yes, when was it implemented (Month/Year) \_\_\_\_\_
  - B. No  
If No, please explain. \_\_\_\_\_
6. Was your census of convicted offenders and/or arrestees who lawfully owe DNA for the purposes of Combined DNA Index System (CODIS) in your jurisdiction completed?
- A. Yes  
If Yes, please provide the completion date: \_\_\_\_\_
  - B. No *(If No, skip to Question 8)*
7. How many lawfully owed DNA samples did the census identify? \_\_\_\_\_
8. For this reporting period, if your census has not been completed, provide the status of the census of convicted offenders and/or arrestees who lawfully owe DNA for the purposes of CODIS for your jurisdiction. *[Carry Forward]*
- A. The census has commenced and remains ongoing *(Skip to Question 9)*
  - B. We have not started the census *(Skip to Question 9)*
  - C. If not begun, please explain. \_\_\_\_\_
9. Of the lawfully owed DNA samples identified in the census (indicated in Question 7) during this reporting period, how many lawfully owed DNA samples have been collected, submitted for testing, and tested to completion? Additionally, how many offenders or arrestees are you unable to collect from? *Please indicate those numbers below:*
- A. Number of samples collected \_\_\_\_\_
  - B. Number of collected samples submitted for testing \_\_\_\_\_
  - C. Number of samples submitted for testing that have been tested to completion \_\_\_\_\_

<sup>1</sup> <https://www.sakitta.org/resources/docs/11752R1SAKIIImplementingETS.pdf>

- D. Number of individuals (from census) not able to collect from (deceased, hospitalized, incarcerated in another jurisdiction, left the jurisdiction, unable to locate) \_\_\_\_\_
10. During the reporting period, how many lawfully owed DNA samples tested to completion yielded profiles that were uploaded into CODIS? *All eligible profiles MUST be uploaded to CODIS per the solicitation. Enter "0" if no uploads were made.* \_\_\_\_\_
11. Of the total number of lawfully owed DNA samples uploaded into CODIS (since the beginning of this grant) (identified in Question 10), how many (during this reporting period), **CODIS hits to forensic samples** were recorded? *Enter "0" if no hits were confirmed.* \_\_\_\_\_
12. Of the **forensic hits** obtained during this reporting period (indicated in Question 11), please enter the number of CODIS hits that fit in each of the following categories:
- Cold hits:** a forensic sample hits to an uploaded lawfully owed DNA profile of an individual who was not previously listed as a suspect/person of interest in the case \_\_\_\_\_
  - Warm hits:** a forensic sample hits to an uploaded lawfully owed DNA profile of an individual who was listed as a suspect/person of interest in the case \_\_\_\_\_
  - Sex offender:** 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 \_\_\_\_\_
  - Serial sex offender hits:** multiple forensic samples hit to an uploaded lawfully owed DNA profile, indicating a serial sex offender (the same individual who commits the sexual assault of two or more victims in separate events) \_\_\_\_\_
  - Non-sex offender/other hits:** a forensic sample hits to an uploaded lawfully owed DNA profile of an offender charged/convicted of crimes unrelated to sexual assault (e.g., robbery, assault, homicide) \_\_\_\_\_
  - Homicide CODIS hits:** forensic samples from homicide cases hit to an uploaded lawfully owed DNA profile \_\_\_\_\_
13. Of the total number of **CODIS hits** (identified in Question 11), 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, please review and correct past data reports.

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

14. During the reporting period, of the cases listed in Question 12A, enter the number of cases where the forensic hit(s) to an uploaded lawfully owed DNA profile identified a different offender than the person originally named or prosecuted in the case. *Suspect(s) may be in the case file via a name with no DNA profile obtained. The addition of lawfully owed DNA profiles to CODIS may yield a new forensic hit on someone not named in original case files. Enter "0" if no cases have emerged.*
- Number of cases that, due to the addition of lawfully owed DNA samples to CODIS, resulted in forensic hits identifying a different offender than the person who was named or

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- prosecuted \_\_\_\_\_
- B. Number of new investigations that began as a result of a new forensic hit. \_\_\_\_\_
- C. Number of exonerations (charges dismissed, convictions overturned) that have occurred due to the addition of lawfully owed DNA samples to CODIS resulting in forensic hits naming a new suspect(s) \_\_\_\_\_
15. Please answer the following questions regarding cases entered into the Violent Criminal Apprehension Program (ViCAP) database during the reporting period:
- A. Number of criteria cases<sup>2</sup> entered in ViCAP \_\_\_\_\_
- B. Number of leads generated (this reporting period) from all SAKI ViCAP entries \_\_\_\_\_
- C. Number of suspects identified through ViCAP entries \_\_\_\_\_

## INVESTIGATIONS AND PROSECUTIONS

16. During the reporting period, how many arrests made/warrants issued as a result of a CODIS hit to an uploaded lawfully owed DNA profile? \_\_\_\_\_
17. During the reporting period, how many sexual assault kit initiative (SAKI) investigations were opened/reopened because of an uploaded lawfully owed DNA profile? *Include any cases opened/reopened because of the results of lawfully owed DNA testing. Enter "0" if there were no cases opened for investigation.* \_\_\_\_\_
18. How many SAKI investigations associated with the upload of lawfully owed DNA samples (from this grant) were active (i.e., currently open) and ongoing as of the **last day of the reporting period**? \_\_\_\_\_
19. How many investigations have been closed and/or worked to completion during this reporting period? \_\_\_\_\_
20. Of the number of investigations worked to completion (identified in Question 19), how many cases were presented to a prosecuting attorney for a charging decision in this reporting period? \_\_\_\_\_
21. During the reporting period, how many lawfully owed DNA SAKI cases (from this grant) were declined prosecution/elected to not move forward by the prosecuting agency? *If all cases were accepted, enter "0" and skip next question.* \_\_\_\_\_
22. Please indicate the reasons given for not moving forward/declination of prosecution. (*Select all that apply*).
- A. Does not meet the Probable Cause Requirements (e.g., no belief that additional investigation will result in probative evidence)
- B. Lacks a substantial government interest (e.g., offender already serving a long sentence)
- C. Victim declined to participate/requested no criminal charges be filed
- D. Referred for prosecution in another jurisdiction
- E. Pretrial diversion or non-criminal disposition recommended
- F. Prosecution declined without action (e.g., resource constraints)
- G. Defendant was deceased
- H. Statute of limitations expired
- I. Case closed by exceptional means, please explain. \_\_\_\_\_
- J. Other, please explain. \_\_\_\_\_

<sup>2</sup> <https://www.sakitta.org/resources/docs/SAKIs-Partnership-with-the-Violent-Criminal-Apprehension-Program.pdf>

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23. During the reporting period, please enter the number of cases that fit in each of the following categories:
- Number of cases **charged** \_\_\_\_\_
  - Number of cases with the **charges dismissed** \_\_\_\_\_
  - Number of cases **pending trial** \_\_\_\_\_
  - Number of cases **resulting in a plea bargain** \_\_\_\_\_
  - Number of cases **ending with a conviction following trial** \_\_\_\_\_
  - Number of cases **ending with an acquittal** \_\_\_\_\_
  - Number of cases **ending in a mistrial** \_\_\_\_\_
24. During the reporting period, please enter the number of cases solved/closed (e.g., suspect identified, charging) due to all CODIS hits of lawfully owed DNA samples (from this grant) to forensic samples for each case type:
- Number of **all cases** solved \_\_\_\_\_
  - Number of sexual assault cases solved/closed involving a **single sex offender** (individual who committed one sex offense) \_\_\_\_\_
  - Number of sexual assault cases solved/closed involving a **serial sex offender** (individual who committed the sexual assault of two or more victims in separate events) \_\_\_\_\_
  - Number of **homicide** cases solved/closed \_\_\_\_\_
  - Number of **non-sexual** cases solved/closed (e.g., robbery, burglary) \_\_\_\_\_
25. Do you have (or had) a Purpose Area 1 or 2 SAKI award?
- Yes (*If Yes, answer the following question.*)
  - No (*If No, skip to the next section.*)
26. During the reporting period, under this Purpose Area 3 grant, how many uploaded lawfully owed DNA profiles hit to previously unsubmitted SAKs tested under a previous SAKI award? Enter "0" if no previous SAKI award exists. \_\_\_\_\_

## TRAINING AND TECHNICAL ASSISTANCE

### Training

27. Did the project provide or facilitate training to project staff (or individuals involved in the project) during the reporting period? *A program of instruction on a particular topic and/or a skill related to a specific operation for either individuals who can use the information or skill on their job, or trainers who will provide instruction to others. Examples include providing training in a classroom/onsite or virtual setting; hosting and/or conducting a webinar; or conducting a workshop at a conference or summit.*
- Yes  
If Yes, how many trainings were completed during the reporting period? \_\_\_\_\_
  - No (*If No, skip to Question 30.*)

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28. For each of the trainings completed during the reporting period, please indicate who provided the training, the target audience, number of people trained and 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 People Trained	Training Provider	What funds were used to provide the training?
[Open text]	<ul style="list-style-type: none"> <li>• Law enforcement supervisors</li> <li>• Detectives/investigators</li> <li>• SANEs/forensic nurses</li> <li>• Forensic lab personnel</li> <li>• Prosecutors</li> <li>• Victim advocates</li> <li>• Other</li> </ul>	[Positive whole number]	[Open text]	<ul style="list-style-type: none"> <li>• Grant funds</li> <li>• NTTAC</li> <li>• Other Office of Justice Programs (OJP) Funds</li> <li>• Other</li> <li>• Unknown</li> </ul>

29. Will your grant program be able to directly apply the knowledge obtained through 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.

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

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### Technical Assistance

31. Did you receive any technical assistance (TA) during the reporting period? TA is targeted assistance to a site, agency, or jurisdiction for the purpose of assessing gaps, barriers and needs, developing strategic plans, or creating innovative approaches to emerging or complex issues.

- A. Yes  
If Yes, how many separate TA providers did you work with during the reporting period?  
Please clarify with the TA provider if they are OJP-funded.
- B. No

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32. For each TA provider you interacted with during the reporting period, please enter the following information. *The number of entries should equal the number you entered in Question 64B (up to five per quarter).*

Organizational Name of TA Provider	TA Topic	Nature of Contact (select all that apply)	Number of Engagements	Satisfaction	Feedback on Your Encounters with This TA Provider	What funds were used to provide the technical assistance?
[Open text]	[Drop down list from NTTAC]	<ul style="list-style-type: none"> <li>• Conference</li> <li>• Direct assistance</li> <li>• National program or policy advancement</li> <li>• Operational support</li> <li>• Training</li> <li>• Other (if Other, please explain)</li> </ul>	[Positive whole number]	<ul style="list-style-type: none"> <li>• Very satisfied</li> <li>• Satisfied</li> <li>• Neither Satisfied nor Dissatisfied</li> <li>• Dissatisfied</li> <li>• Very Dissatisfied</li> </ul>	[Open Text]	<ul style="list-style-type: none"> <li>• Grant funds</li> <li>• NTTAC</li> <li>• Other OJP Funds</li> <li>• Other</li> <li>• Unknown</li> </ul>

33. Will your grant program be able to directly apply the knowledge obtained through the TA?

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

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

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## 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 from 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, please provide updates on each one separately.*

**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, 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
  - B. NoIf Yes, please explain. \_\_\_\_\_
5. Are you on track to fiscally and programmatically complete your program as outlined in your grant application?
  - A. Yes
  - B. NoIf No, please 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?  
\_\_\_\_\_

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