

**BUREAU OF JUSTICE ASSISTANCE  
CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING PROGRAM  
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 Grants Management 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.*

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.	

**CESF POSITIONS**

3. Since the beginning of the grant award (cumulative), how many positions (full-time and part-time) were created or retained as a result of the grant funds?
  - A. Full-Time Positions: \_\_\_\_\_
  - B. Part-Time Positions: \_\_\_\_\_
  - C. Please describe the positions that were created or retained:

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REVISED OCTOBER 2020

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 JustGrants System upon award acceptance.

## 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.**

4. What were your accomplishments during the reporting period?

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

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

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7. Is there any assistance that BJA can provide to address any problems/barriers identified in question 3? (Please answer Yes or No. If Yes, please explain.)

A. Yes/No

B. If Yes, please explain. \_\_\_\_\_

8. Are you on track to fiscally and programmatically complete your program as outlined in your grant application? (Please answer Yes or No. If No, please explain.)

A. Yes/No

B. If No, please explain. \_\_\_\_\_

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

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10. 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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