BUREAU OF JUSTICE ASSISTANCE
INNOVATION REENTRY INITIATIVES BUILDING SYSTEM CAPACITY AND
TESTING STRATEGIES TO REDUCE RECIDIVISM
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	☐
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 from BJA	☐
Waiting for partners or collaborators to complete agreements	☐
Other	☐
If Other, please explain.	

SYSETM PLANNING

This section attempts to capture information addressing the gaps and deficits in your jurisdiction's reentry system

3. Have you used Second Chance Act (SCA) funding towards system-level changes or
   improvements to your reentry system since the beginning of the grant period?

   A. Yes/No *(If No, skip this section)*

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4. Please indicate which of the following areas received systematic improvements or enhancements (policies, procedures, processes) as a result of this SCA award. *Select all that apply.*

   A. ____ Cross-system collaboration and/or coordinated case management (e.g., partnership with community supervision)
   B. ____ Pre-release planning
   C. ____ Post-release treatment services
   D. ____ Implementation of evidence-based practices
   E. ____ Criminogenic risk/needs assessment tools and/or processes
   F. ____ Staff capacity
   G. ____ Behavioral health
   H. ____ Data collection, sharing, and utilization
   I. ____ Other reentry areas (e.g., education, employment)

5. For each selection made in the previous question, please provide a brief explanation of the improvements made. _____

ADVISORY GROUP

6. Do you have an established regularly convening advisory group (e.g., task force, working group, or committee) in place to help guide your program?

   A. Yes/No *(If No, skip section)*
   B. If No, please explain. _____

7. Number of task force members _____

8. Please indicate which activities the advisory group engaged in during the reporting period. *Select all that apply.*

   A. ____ Briefed agency leaders
   B. ____ Discussed advisory group membership/participation
   C. ____ Conducted planning meetings (e.g., operation activities, problem solving, etc.)
   D. ____ Discussed resources needed/resource sharing
   E. ____ Met with community members
   F. ____ Reviewed research/analysis products and shared data
   G. ____ Discussed project performance and addressed issues found
   H. ____ Engaged in project-sustainability planning
   I. ____ Provided project updates/reports
   J. ____ Other, please explain _____

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PROGRAM DESCRIPTION AND TARGET POPULATION

9. In which setting(s) does your program provide participants with services (case management, delivery of services, or facilitation of connection to services)? Choose the option that applies best.

   A. Pre-release *(Before release from correctional facility, other detention, halfway house, etc.)*
   B. Post-release
   C. Both

10. Please indicate if your SCA-funded programs target individuals from any of the following criminal justice settings. *Select all that apply.*

    A. N/A – The SCA-funded program does not target individuals from a specific criminal justice setting.
    B. Specialty court (e.g., drug court, tribal healing-to-wellness court)
    C. Jail-based program focused on programming while inmates are in custody
    D. Jail-based reentry program focused on preparing inmates to leave jail custody
    E. Prison program focused on programming while inmates are in custody
    F. Prison reentry program focused on preparing inmates to leave prison
    G. Community supervision
    H. Other
    I. Use this space to (i) provide a description if you chose Other or (ii) to provide additional information: _____

USE OF SCREENING ASSESSMENT

11. Please answer the following related to your SCA-funded program's use of **screening and assessment tools** (e.g. tools dealing with criminogenic risk, substance use, mental health, etc.):

    A. Screening and assessment tool results are used in determining who is admitted as a participant into the SCA-funded program (Yes/No)
    B. Screening and assessment tool results are used to inform individualized case planning done by the SCA-funded program (Yes/No)
    C. What is (are) the name(s) of the screening and assessment tool(s) used? _____

PROGRAM PARTICIPANTS SERVED

[QUARTERLY]

12. Are you providing direct treatment or referring treatment services during the reporting period? *Select all that apply.*

    A. Direct services (Yes/No)
    B. Referral to services (Yes/No)
    C. **If Yes, how many individuals do you plan to provide treatment and services to** over the life of the grant? ____ *[Carry Forward]*

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13. Since the beginning of your grant, how many participants has your program served (engaged with to provide treatments and services)? Please provide an updated cumulative count of total **participants served** as of the end of the reporting period.

   This includes participants who you have provided services and treatment to directly through your organization, as well as through referrals to other organizations.
   This number should include all participants served by your SCA-funded program, whether they were still engaged with your program or not during the last reporting period.

Questions 14–20 focus on participant program engagement. Several studies indicate maintained engagement improves participant outcomes with substance use treatments. However, there may be wide variation among SCA efforts concerning what time lengths and activities constitute meaningful engagement toward program goals. Information from these questions should be interpreted in light of grantee program design and is not meant for comparisons across diverse programs.

14. Total participants served since start of grant *(cumulative)*	

15. Out of the total number of participants your program has served since the start of your grant, how many are **still engaged** with your program and how many are **no longer engaged** with your program as of the end of the reporting period? (Participants who are engaged in a program refers to participants are actively in the program)

   A. The number **still engaged** with the program should include all participants still engaged as of the end of the reporting period. *(Participants who are **engaged** in a program refers to participants are actively in the program).*

   B. The number **no longer engaged** with the program should include all participants served by your SCA-funded program (since the grant began) who are no longer engaged, whether their engagement stopped in this reporting period or a previous one. *(The numbers no longer engaged with the program should include all participants served by your SCA-funded program (since the grant began) who are no longer engaged, whether their engagement stopped in this reporting period or a previous one.)*

16. The numbers provided in 14A and B should add up to 13A.

Out of total participants served (since start of grant):		
A.	Still engaged with the program	
B.	No longer engaged with the program	

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17. Out of the total number of participants **still engaged** with the program, how many have (so far) participated in your program for the following lengths of time (as of the end of the reporting period)? The *numbers* **still engaged** *with the program should include all participants actively in the program as of the end of the reporting period.*
The numbers provided in 15A should add up to 14A.

Out of total participants still engaged, how many have participated:	
A.	Less than 30 days	
B.	Between 30 and 90 days	
C.	More than 90 days	

18. Out of the total number of participants since the start of your grant who are **no longer engaged** with the program (as of the end of the reporting period), how many had participated in your program for the following lengths of time? *The numbers* **no longer engaged** *with the program should include all participants served by your SCA-funded program (since the grant began) who are no longer engaged, whether their engagement stopped in this reporting period or a previous one.*
The numbers provided in 16A should add up to 14B.

Out of total *(cumulative)* participants no longer engaged, how many had participated:	
A.	Less than 30 days	
B.	Between 30 and 90 days	
C.	More than 90 days	

19. Since the beginning of the program, number of participants who received services in the following areas:

Category	Cumulative total
General reentry support	
Cognitive behavioral	
Substance abuse	
Mental h	
Education	
Employment	
Housing	
Other (Please describe)	

20. Since the beginning of the program, number of participants who:

Category	Cumulative Total
Obtained housing:	
Obtained GED:	
Obtained vocational certification	
Obtained higher education degree	
Obtained employment:	

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TRAINING

21. 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.)

   A. Yes
   B. No *(Skip to next section)*
   C. If Yes, how many trainings were completed during the reporting period? ____

22. 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 he/she attended the training. You may report 5 trainings per reporting period.

Training Name	Target Audience	Number People Trained	Training Provider	What funds were used to provide the training?
[Open text]	[Open text]		[Open text]	• Grant funds • NTTAC • Other OJP Funds • Other • Unknown

23. 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.

24. 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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RESEARCH PARTNERSHIP

25. Is your grant project working with an internal or external researcher or analyst partner?
    [Carry Forward]

    An internal research or analyst partner is someone that is considered a full-time equivalency of the agency responsible for the operations of the program. This could include a crime analyst, internal statistics department, or research arm of the organization. An external research or analyst partner is considered someone that is not organizationally affiliated with the agency responsible for the operations of the program. This typically includes research professors at universities or personnel hired from for-profit research or evaluation agencies.

    A. Yes, internal
    B. Yes, external
    C. No *(Skip to Next Section)*

26. In what ways did your researcher/analyst provide substantive contributions to program planning during the reporting period? *Select all that apply.*

    A. Collected data to support program evaluation requirement or ongoing operations
    B. Conducted data analysis (data collection, analysis, visualization, etc.)
    C. Completed assessments and evaluations of program (including outcomes, impact, process, efficiency)
    D. Shared analytical findings, recommendations, and promising practices with peer agencies or other researchers
    E. Shared analysis results and/or recommendations with project personnel
    F. Shared project successes with community members or the media
    G. Other (Please describe)

27. During the reporting period, were adjustments made to the program's operating procedures based on findings or recommendations from the research partner?

    A. Yes *(Please describe)*
    B. No

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RECIDIVISM

[Yearly and for Final Report at Closeout]

This set of questions aims to facilitate evaluation of recidivism-related outcomes of your program. For this purpose, you must establish a baseline (or comparison) recidivism rate to compare against the recidivism rate among your program participant cohort.

While data gathered during only the grant award period may not enable a comprehensive evaluation of recidivism outcomes, the below questions provide an understanding of your organization's efforts to track data, which would enable such an evaluation.

Note: Non-governmental agencies (i.e., community treatment organizations, private non-profits) are not expected to track recidivism data using administrative records and can answer "No" to Question 29 to skip this section.

28. Have you established a formal definition of recidivism for the purposes described above? *[Carry Forward]*

    A. Yes/No *(If No, skip to next question)*
    B. If Yes, please describe how you are defining recidivism. _____

29. At what level(s) are you calculating your recidivism rate? *Select all that apply.* *[Carry Forward]*

    A. ____ Reincarceration
    B. ____ Rearrest
    C. ____ Reconviction
    D. ____ Other
    E. If Other, please explain. _____

30. Please provide your baseline recidivism rate. _____

31. Have you set up a system or process to collect data necessary for tracking recidivism of your program participants on a regular basis? *[Carry Forward]*

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

32. Since the beginning of your grant program, how many program participants have recidivated, according to your definition (i.e., committed a new crime or infraction consistent with your definition)? *Include all participants since the beginning of your grant, even if they were no longer engaged in your program at the time of recidivism.*

    A. Number of program participants that have experience recidivism since the start of the grant ____

33. Please provide the current recidivism rate among your program participant cohort. *Include all participants since the beginning of your grant. If the recidivism rate is not applicable/available, enter "N/A". _____*

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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.
- **S**pecific
- **M**easurable
- **A**chievable
- **R**elevant
- **T**ime-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/No
    B. If Yes, please explain. _____

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

    A. Yes/No
    B. If 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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