

**BUREAU OF JUSTICE ASSISTANCE
POSTCONVICTION TESTING OF DNA EVIDENCE GRANT 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 (GMS)?

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

2. 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?

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. Briefly, what are your current project's goals and objectives? *These should be the goals listed in your approved application or as revised in any approved Grant Adjustment Notice (GAN). Please also note that if your goals have changed due to a GAN, you must update the goals as necessary.*
[Carry Forward]

4. Please enter the target number of **new** postconviction DNA cases to be reviewed with grant funds under this award. *"Target number of postconviction DNA cases to be reviewed" is defined as the number of cases to be reviewed by a person or people compensated with funds from this award. A "new" case is one that has not had any part of its review, evidence search, or other activities funded by a BJA Postconviction Testing of DNA Evidence award. This number should be from your application and should not change even after the agency has hit or exceeded the target. It may only be adjusted after a GAN is approved.* **[Carry Forward]**

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5. Please enter the target number of **continuing** postconviction DNA cases to be reviewed with grant funds under this award. *"Target number of postconviction DNA cases to be reviewed" is defined as the number of cases to be reviewed by a person or people compensated with funds from this award. A "continuing" case is one that the grantee has used any previous award funds to review, search for evidence, DNA test, etc., and the case has been counted in another BJA postconviction progress report from this or another award. This number should be from your application and should not change even after the agency has hit or exceeded the target. It may only be adjusted after a GAN is approved. [Carry Forward]*
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CASE IDENTIFICATION

An occasion on which someone compensated for this work with award funds performs outreach or initial screening activities designed to identify postconviction DNA cases of violent felony offenses (as defined by state law) where DNA analysis might demonstrate actual innocence.

6. Please enter the approximate number of hours spent on case identification during the reporting period. *Case identification is any activity that allows the grantee or subgrantee to identify postconviction DNA cases for further review under the grant. These activities could include drafting mailings and questionnaires for prisoners, sending the mailings, and reviewing any received questionnaires.*
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7. Please enter the number of new postconviction DNA cases identified by grant funds. *A "new" case is one that has not had any part of its review or other activities funded by a BJA Postconviction Testing of DNA Evidence award.*
-

8. Select the types of outreach/screening mechanisms used to identify new postconviction DNA cases

	Select all that apply
Face-to-face meetings	<input type="checkbox"/>
Closed-circuit television meetings	<input type="checkbox"/>
Eligibility letters/questionnaires/applications	<input type="checkbox"/>
Telephone calls	<input type="checkbox"/>
Computerized searches of state records	<input type="checkbox"/>
Other	<input type="checkbox"/>
If Other, please explain.	

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9. Identify the individuals working on case identification by experience

	Select all that apply
Interns	<input type="radio"/>
Lawyers	<input type="radio"/>
Staff Assistant	<input type="radio"/>
Student	<input type="radio"/>
Program Manager	<input type="radio"/>
Other	<input type="radio"/>
If Other, please explain.	

10. Please describe the main challenges in postconviction DNA case identification.

CASE REVIEW

An occasion on which someone compensated for this work with award funds looks through any paperwork or documentation associated with the identified case to determine whether biological evidence exists that might, through DNA analysis, demonstrate the actual innocence of a person previously convicted. Regardless of how many times a case was reviewed during the reporting period or by how many grant-funded staff, all reviews of a single case will count as one (1) review for the purposes of reporting during a single reporting period. If a case is reviewed again during a later reporting period or had been reviewed and recorded as a case review under another BJA award, it should then be counted under "continuing" case reviews.

11. During the reporting period, did you review any **new** postconviction DNA cases? A "new" case is one that has not had any part of its review, evidence search, or other activities funded by any BJA Postconviction Testing of DNA Evidence award.

- A. Yes/No
- B. If Yes, please enter the number of **new** postconviction DNA cases reviewed.

	This reporting period	Cumulative total since the beginning of the award
New cases		<Auto calc>

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12. During the reporting period, did you review any **continuing** postconviction DNA cases with grant funds? A "continuing" case is one for which the grantee has used any BJA Postconviction Testing of DNA Evidence award funds (including other BJA Postconviction Testing of DNA Evidence awards) to review, search for evidence, or test DNA and the case was counted in a separate report from the same award or a previous award.

- A. Yes/No
- B. If Yes, please enter the number of **continuing** cases reviewed.

	This reporting period
Postconviction DNA case reviews that originated under the current grant. Count cases reviewed here if your agency started the review process of the case with funds from this award.	
Postconviction DNA case reviews that originated under a previous grant. Count cases here if your agency used funds from a previous BJA Postconviction Testing of DNA Evidence award to review the case and your agency is using funds from this award to continue the review.	

13. Of the new and continuing postconviction DNA cases reviewed during the reporting period, please enter the number of cases involving crimes that included a sexual component. *This includes any crime defined through your state's felony or misdemeanor code in the sexual assault section.* _____

14. Of the new and continuing postconviction DNA cases reviewed during the reporting period, please enter the number of cases involving crimes that resulted in the death of the victim. *This includes any incident that resulted in the death of the victim, even if the incident included other components (e.g., sexual assault, kidnapping).* _____

15. Of the postconviction DNA cases reviewed, please indicate how many moved forward to an evidence search. _____

16. Of the Postconviction DNA cases reviewed, please indicate how many do not require an evidence search. *This would include situations where the evidence can already be counted as found, missing, or destroyed.* _____

17. Identify the reasons why a Postconviction DNA case did not move forward to evidence search.

	Select all that apply
Evidence located during case review	<input type="radio"/>
Evidence deemed missing during case review	<input type="radio"/>
Evidence deemed destroyed during case review	<input type="radio"/>
Postconviction DNA case does not meet standard to move forward	<input type="radio"/>
Other	<input type="radio"/>
If Other, please explain.	

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18. Please enter the approximate number of hours spent on postconviction DNA case review during the reporting period. *Case review includes all activities in which grant-funded staff review case paperwork and documentation.* _____
19. Please describe the main challenges to postconviction DNA case review.
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EVIDENCE SEARCHES

20. During the reporting period, were any evidence searches conducted? An evidence search is any activity intended to identify the location of evidence pertaining to a particular case, including physical searches or paperwork reviews.
- A. Yes
 - B. No *(If No, skip to Question 23)*
21. Please enter the number of cases in which an evidence search was conducted during the reporting period. *Note: Please report the number of cases, not the number of searches. Multiple searches may be conducted on the same case, but grantees are to report only the number of cases.*

Cases	During reporting period	Cumulative total since the beginning of the award
Postconviction DNA cases in which an evidence search was conducted <i>Any activity intended to identify the location of evidence pertaining to a particular case, including physical searches or paperwork reviews.</i>		<Autocalc>
Postconviction DNA cases in which biological evidence was found <i>Cases for which physical evidence was found that could reasonably be submitted for DNA testing. This includes both evidence not previously tested and evidence that may have been previously tested with methods not advanced enough to provide conclusive results.</i>		<Auto calc>
Postconviction DNA cases in which biological evidence was determined to have been destroyed <i>Cases for which a final determination has been made that the evidence has been destroyed and no further attempts will be made to locate this evidence under this award. Generally, records may show that the evidence has been destroyed.</i>		<Auto calc>
Postconviction DNA cases in which biological evidence was determined to be missing. <i>Cases for which a final determination has been made that the evidence has been lost and no further attempts will be made to locate this evidence under this award. "Missing" evidence is declared after thorough searches in several possible locations and without finding the evidence at the last recorded location.</i>		<Auto calc>

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22. Identify the most common places where DNA evidence was kept.

	Select all that apply
Police department	<input type="radio"/>
Crime laboratory	<input type="radio"/>
Court house	<input type="radio"/>
Prosecutor's office	<input type="radio"/>
Other	<input type="radio"/>
If Other, please explain.	

23. Please enter the approximate number of hours spent on locating evidence during the reporting period. *Location of evidence is any activity intended to identify the location of a piece of evidence, including both physical searches and paperwork searches.*

24. Please describe the main challenges to locating evidence.

DNA ANALYSIS

25. Of the postconviction DNA cases with biological evidence found, how many cases were sent for DNA analysis? _____

26. Of the postconviction DNA cases with biological evidence found, how many cases will not send biological evidence for DNA analysis (this is for cases that will never send for analysis, not cases that just did not get sent out this reporting period)? _____

A. Please explain why case will not be send forward.

27. Please enter the number of postconviction DNA cases that completed DNA analysis (i.e., results returned) during the reporting period. *Please report only cases in which DNA analysis is completed (i.e., you have received results back from a DNA laboratory). Only report cases with DNA analysis completed once during the award period in which the result have been received. If you have cases that have been submitted to a DNA analysis laboratory but results have not been received, please discuss those in the narrative section and do not report them in the metrics until the analysis has been completed.*

A. If no Postconviction DNA analysis was completed during this reporting period, skip to next question.

B. If postconviction DNA analysis was completed during this reporting period, please enter the number of cases : _____

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28. How many pieces of evidence have completed DNA testing during the reporting period? Please report only pieces of evidence in which DNA analysis is completed (i.e., you have received results back from a DNA laboratory). *Only report pieces of evidence with DNA analysis completed once during the award period. If you have evidence that has been submitted to a DNA analysis laboratory but results have not been received, please discuss those in the narrative section and do not report them in the metrics until the analysis has been completed.*

- A. If no pieces of evidence have completed DNA testing this reporting period, skip to next question.
- B. If pieces of evidence have completed DNA testing this reporting period, please enter the information in the table below:

Pieces of evidence	During the reporting period	Cumulative total since the beginning of the award
<p>Total pieces of evidence tested for DNA</p> <p><i>Please include all pieces of evidence for which DNA analysis was completed. A piece of evidence is specific to crime scene evidence and does not include known samples, such as buccal swabs taken from a victim or suspect. Note that this is not necessarily the same as the number of samples tested for DNA; more than one sample from a particular piece of evidence could be tested, but those should only be counted as one piece of evidence. This is also true if multiple DNA methods (STR, mini-STR, Y-STR, mtDNA) are applied to the same piece of evidence. It should only be reported as one piece of evidence tested and should be reported only in the reporting period in which the first test was completed.</i></p>		<p><Auto calc></p>
<p>Number of STR DNA tests conducted</p> <p><i>Please report only when short tandem repeat (STR) analysis results have been returned. STR analysis is the typical nucleic DNA testing that may produce a profile suitable for upload to CODIS. This includes mini-STR analysis.</i></p> <p><i>STR DNA: The most common DNA analysis performed on forensic samples. It analyzes nuclear DNA and generates a profile of STR alleles that may be suitable for upload to CODIS.</i></p> <p><i>Mini-STR: Performed on degraded DNA samples for which the normal STR panel does not yield a profile. Mini-STR analysis is usually performed after normal STR analysis has failed. A mini-STR profile cannot be uploaded to CODIS, but it may be useful for including or excluding suspects or victims as contributors to forensic samples.</i></p>		<p><Auto calc></p>

Pieces of evidence	During the reporting period	Cumulative total since the beginning of the award
<p>Number of Y-STR DNA tests conducted</p> <p><i>Please report only when Y-STR DNA results have been returned. Y-STR is analysis of the Y-chromosome found only in males. Y-STR: Analysis performed on the Y-chromosome, which is only present in males. Y-STR analysis can be useful to determine if male DNA is present and to develop a DNA profile of a male contributor. A Y-STR profile cannot be uploaded to CODIS, but it can be used to compare a male suspect for inclusion or exclusion as a contributor to a sample.</i></p>		<Auto calc>
<p>Number of mtDNA tests conducted</p> <p><i>Please report only when mtDNA results have been returned. This testing analyzes mitochondrial DNA. It does not return a "profile" as in STR or Y-STR analysis, and it can only be used to link suspects in a maternal line. Mitochondrial DNA analysis: This technique analyzes the DNA contained in the mitochondria rather than the nuclei of cells. Analysis of mtDNA does not yield profiles specific to individuals but can show maternal relationships, as the mitochondria are inherited only from the mother.</i></p>		<Auto calc>

29. During the reporting period, did any postconviction DNA case yield a viable DNA profile, even if the profile was inconclusive with respect to the postconviction claim? *A profile is a genetic sequence related to an individual contributor. A viable DNA profile is a full or partial DNA profile, or mtDNA sequence, that can be uploaded to Combined DNS Index System (CODIS) or could be used to compare against other DNA profiles such as the postconviction claimant's profile. One case may generate one or more profiles. The case is related to the incident where the evidence was gathered. This does not include reference samples from victims or defendants.*

A. Yes/No

	During the reporting period	Cumulative total since the beginning of the award
<p>Postconviction DNA cases that yielded a viable DNA profile</p> <p><i>A full or partial DNA profile, or mtDNA sequence, that can be uploaded to CODIS or could be used to compare against other DNA profiles such as the postconviction claimant's profile. A profile is a genetic sequence related to an individual contributor. One case may generate one or more profiles. This does not include reference samples from victims or defendants.</i></p>		<Auto calc>
<p>Number of postconviction DNA cases for which DNA results supported the postconviction claim</p> <p><i>These are cases for which the DNA results tended to support the claimant's proposition (e.g., claim of actual innocence). For example, the generated profile did not match the claimant.</i></p>		<Auto calc>

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	During the reporting period	Cumulative total since the beginning of the award
<p>Number of postconviction DNA cases for which DNA results contradicted the postconviction claim</p> <p><i>These are cases for which the DNA results tended to contradict the claimant's proposition (e.g., claim of actual innocence). For example, the generated profile matched the claimant.</i></p>		<Auto calc>
<p>Number of postconviction DNA cases for which DNA results were inconclusive with respect to the postconviction claim</p> <p><i>These could include viable partial profiles with too little information to include or exclude the claimant as a contributor to the sample.</i></p>		<Auto calc>

30. Please identify the main reasons why the DNA results were inconclusive.

31. Please enter the number of profiles uploaded into CODIS during the reporting period. *Note: report the number of profiles, not the number of cases. Only report the number of profiles resulting from DNA analysis funded under this Postconviction Testing of DNA Evidence award. A profile is a genetic sequence related to an individual contributor. One case may generate one or more profiles.*

A. Number of profiles uploaded into CODIS _____

B. Number of CODIS hits _____

TRAINING

32. How many individuals attended relevant training this quarter?

33. How many hours of relevant training have been completed?

34. Identify the topics covered by relevant postconviction DNA trainings completed

	Select all that apply
Case identification	<input type="radio"/>
Case review	<input type="radio"/>
Evidence search	<input type="radio"/>
DNA analysis techniques	<input type="radio"/>
Other	<input type="radio"/>
If Other, please explain.	

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FORENSIC GENEALOGY

Grantees utilizing Postconviction Testing of DNA Evidence funds for forensic genealogy testing must adhere to the U.S. DOJ Interim Policy Forensic Genealogical DNA Analysis and Searching (<https://www.justice.gov/olp/page/file/1204386/download>).

35. Please indicate if you used, or plan to use, Postconviction Testing of DNA Evidence funds to conduct forensic genetic genealogical DNA analysis (FGG) and/or forensic genetic genealogical DNA analysis and searching (FGGS). *[Carry forward]*
- A. Yes/No *(If No, skip to next section.)*
36. Please enter the amount of federal funding used to conduct FGG/FGGS since the beginning of the grant program. _____
37. Since the beginning of the grant program, how many new forensic samples and referenced samples were subjected to FGG?
- A. Forensic samples _____
- B. Reference samples _____
38. Since the beginning of the grant program, how many investigations began utilizing grant funds for FGG/FGGS? _____
39. Since the beginning of the grant program, how many cases resulted in searchable profiles obtained from FGG? _____
40. Please enter the number investigations initiated since the beginning of the grant program for each type of crime.
- A. Homicide _____
- B. Sexual assault _____
- C. Unidentified human remains _____
- D. Other _____
- E. If Other, please explain. _____
41. Since the beginning of the grant program, how many investigations resulted in a new arrest that relied, in part, on the use of FGG/FGGS? _____
42. Please identify the vendor laboratory/laboratories used to conduct FGG: _____
43. Please provide the names of any genetic genealogy service(s) used to search the FGG profile(s): _____

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PROGRAM OUTREACH

44. During the reporting period, did the program create and release to the public any media materials (i.e., self-created press releases)?

- A. Yes/No *(If No, skip to next section)*
- B. If Yes, please enter how many of each media material type were produced during the reporting period. Please count the number of individual content pieces and not the number of copies produced (if printed).

	During the reporting period	Cumulative total since the beginning of the award
Press releases		<Auto calc>
Social media posts		<Auto calc>
Other		<Auto calc>
If Other, please describe.		

45. If you answered Yes to Question 42, have you uploaded these media events to JustGrants? *You may submit additional documents related to project activity (e.g., press releases, meeting agendas, news articles) at any time as "Special Request Reports" in GMS. This will add them to the official grant file as well as trigger an automatic email alert to your grant manager.*

- A. Yes
- B. No *(If No, please attach the additional documents with this report when submitted in JustGrants.)*

46. If you answered Yes to Question 42, were any of these media materials related to an **exoneration** brought about by grant funds during the reporting period? *Please note that any exoneration reported must be attributable to case activity and funds derived from this particular grant. Any exoneration resulting indirectly from activities under this grant should be explained in the narrative section (e.g., exonerated via a piece of non-DNA evidence after case review was conducted on this award but there was no biological evidence available). An exoneration is the release of a convicted person from prison or clearance with a Writ of Actual Innocence if the prison sentence has already concluded.*

- A. Yes/No
- B. If Yes, please enter the number of exoneration during the reporting period. _____

FINAL REPORT QUESTIONS

Answer these questions only at the end of the grant award. There is a 5,000 character limit for each response.

1. Over the life of this grant, did you use BJA funds to upgrade, replace, lease, or purchase computer hardware, software, or inventory systems to be used for case identification, case review evidence location, or postconviction DNA analysis?
 - A. Yes/No
 - B. If Yes, please explain. _____

2. Did you create or update any policies or standard operating procedures as a result of this NIJ award?
 - A. Yes/No
 - A. If Yes, please describe. _____

3. Please describe any innovative approaches to postconviction case identification, case review, evidence location, or postconviction DNA testing that this NIJ award helped make possible.

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?

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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? (Please answer Yes or No. If Yes, please explain.)

B. Yes/No

C. If Yes, please explain. _____

5. 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. _____

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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