

**BUREAU OF JUSTICE ASSISTANCE**  
**SECOND CHANCE ACT: CORRECTIONAL ADULT REENTRY EDUCATION,**  
**EMPLOYMENT, AND RECIDIVISM REDUCTION STRATEGIES (CAREERRS) 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 by the Bureau of Justice (BJA)-approved grant application. If you select Yes, the program becomes operational and should remain so until the program closes out.
  - A. Yes/No

Reason(s) for no grant activity	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	

**COLLABORATIVE PARTNERSHIPS**

Please answer Yes or No to the following questions for **the reporting period**.

3. Have you established a cross-disciplinary executive-level steering committee? The committee should include state leaders from the executive and legislative branches, correctional and workforce administrators, and local elected officials.
  - A. Yes
  - B. No
  
4. Have you established a schedule and/or frequency (e.g., monthly, quarterly, semiannually) for executive-level steering committee meetings?
  - A. Yes
  - B. No

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5. Have you established a cross-disciplinary working group? The working group should include representatives from key stakeholders, such as state and local correctional, workforce development, reentry, and education agencies; service providers; and nonprofit organizations.
  - A. Yes
  - B. No
6. Have you established a schedule and/or frequency (e.g., monthly, quarterly, semiannually) for working group meetings?
  - A. Yes
  - B. No
7. Have you established an industry advisory group? The group should include business leaders and representatives that advise program development and promote connections with employment.
  - A. Yes
  - B. No
8. Have you established a schedule and/or frequency (e.g., monthly, quarterly, semiannually) for industry advisory group meetings?
  - A. Yes
  - B. No

## STRATEGIC PLANNING: EDUCATION AND EMPLOYMENT

9. Have you hired a project lead to manage the strategic planning effort and coordinate key stakeholders (within both correctional and community settings; as well as across the steering committee, working group, and industry advisory group)?
  - A. Not yet started
  - B. In progress
  - C. Complete
10. Have you identified the target population and its key characteristics, including geographic area(s) of focus; demographics (ethnicity, gender, age); and risk level (for recidivism)?
  - A. Not yet started
  - B. In progress
  - C. Complete
11. Have you established the state-wide baseline recidivism rate (the rate before award activities began), with definition, calculation methodology, and description of how it is reported to policymakers periodically?
  - A. Not yet started
  - B. In progress
  - C. Complete

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12. Have you established a strategy for creating individualized reentry plans and case management services (to link participants to community-based services and employment post-release)?
- A. Not yet started
  - B. In progress
  - C. Complete
13. Have you established a strategy for addressing identified system gaps related to reentry employment services?
- A. Not yet started
  - B. In progress
  - C. Complete

## STRATEGIC PLANNING: PROCESS ANALYSIS

14. Have you established a process analysis and systems map of existing screening and referral services?
- A. Not yet started
  - B. In progress
  - C. Complete
15. Have you inventoried risk assessment tool(s) and job screening tool(s) used?
- A. Not yet started
  - B. In progress
  - C. Complete
16. Have you established a process analysis and systems map of existing data collection and information sharing processes among relevant entities?
- A. Not yet started
  - B. In progress
  - C. Complete
17. Have you inventoried barriers to reentry and employment (statutory, regulatory, rules-based, and practice-based) that impact your state and area(s) of focus?
- A. Not yet started
  - B. In progress
  - C. Complete
18. Have you identified specific system gaps related to reentry employment services to be addressed in the reentry plan?
- A. Not yet started
  - B. In progress
  - C. Complete

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19. Have you inventoried other funding awarded for reentry and employment programs (e.g., other federal government sources)?
- Not yet started
  - In progress
  - Complete

20. Enter the number of existing programs implemented within correctional facilities.

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21. Provide the name(s) and/or descriptions of programming used within the correctional facility/facilities that are designed to change criminal behaviors or designed to increase job readiness, including those that lead to an industry recognized credential.

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22. Enter the number of existing programs implemented within communities of focus.

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23. Provide the name(s) and/or descriptions of programming used within the community/communities of focus that are designed to change criminal behaviors or designed to increase job readiness, including those that lead to an industry recognized credential.

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24. Since the start of the grant program, enter the number of people who stopped receiving services after receiving services for 30 days or more.

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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?

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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?

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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?

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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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