

BUREAU OF JUSTICE ASSISTANCE
SECOND CHANCE ACT SUBSTANCE USE DISORDER 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, all funds have been expended and the award is in the process of closing out in the Justice Grants System (JustGrants).*

A. Yes/No. *(If Yes, answer the Semiannual Narrative Questions and create a final report.)*

GRANT ACTIVITY

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 Yes, the program becomes operational and should remain so until the grant closes out.*

A. Yes/No.

B. If No, 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.	<input type="checkbox"/>
Waiting for partners or collaborators to complete the application.	<input type="checkbox"/>
Other <i>If Other, please explain:</i> _____	<input type="checkbox"/>

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GRANT ACTIVITY

3. Are you using your grant funds to provide treatment and services to individual program participants? *This includes using funds to provide treatment and services directly to participants; it also includes providing participants with referrals to receive treatments and services from other programs and organizations.*
- A. We are currently using grant funds to provide treatment and services to individual program participants. *By selecting this option, you will answer questions in the Program Description and Program Participants Served sections for this period.*
 - B. We plan to use grant funds to provide treatment and services to individual program participants, but we have not started (i.e., we are still in the planning phase). *By selecting this option, you will answer questions in the Program Description section but not for the Program Participants Served section for this period.*

PROGRAM DESCRIPTION

4. What is the target population that your program serves? *Select all that apply.*
- A. Males.
 - B. Females.
 - C. Youth (i.e., under 18 years).
 - D. Young adults (i.e., 18–25 years).
 - E. Adults (i.e., over 25 years).
 - F. High risk (based on criminogenic risk/needs).
 - G. Medium risk (based on criminogenic risk/needs).
 - H. Low risk (based on criminogenic risk/needs).
 - I. There are no specific characteristics for target population.
 - J. Other.
 - K. If Other, describe: _____
5. 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 best applies.*
- A. Pre-release (i.e., before release from a correctional facility, other detention, halfway house, etc.).
 - B. Post-release.
 - C. Both.

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6. Indicate if your Second Chance Act (SCA)-funded program serves individuals from any of the following criminal justice settings. *Select all that apply.*
- A. Treatment court program.
 - B. Tribal courts.
 - C. Jail-based program focused on programming while individuals are in custody.
 - D. Jail-based reentry program focused on preparing individuals to leave jail custody.
 - E. Prison program focused on programming while individuals are in custody.
 - F. Prison reentry program focused on preparing individuals to leave prison.
 - G. Community supervision.
 - H. N/A – The SCA-funded program does not target individuals from a specific criminal justice setting.
 - I. Other, explain: _____
7. What additional transitional services are SCA grant funds supporting in whole or in part? *Select all that apply.*
- A. Case planning and management.
 - B. Peer support or recovery coaching.
 - C. Mentoring.
 - D. Family-based treatment/counseling.
 - E. Family reunification services.
 - F. Cognitive behavioral therapies to address criminogenic risk factors.
 - G. Medication-assisted treatment (MAT).
 - H. Food and nutrition assistance.
 - I. Housing support services.
 - J. Employment assistance.
 - K. Faith-based support.
 - L. Vocational training.
 - M. Education (e.g., GED support).
 - N. Childcare.
 - O. Transportation assistance.
 - P. Assistance with accessing health care coverage.
 - Q. Tribal/cultural healing.
 - R. Civil legal assistance.
 - S. Primary health.
 - T. Mental health.
 - U. N/A – This program is not providing recovery support with SCA funds.
 - V. Other, explain: _____

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PROGRAM PARTICIPANTS SERVED

There may be wide variation among SCA efforts concerning what activities constitute meaningful engagement, as well as expectations on participants for meeting specific program requirements and criteria. Information from the remaining questions in this section should be interpreted in light of grant program design and is not meant for comparison across programs.

Participants served includes participants whom you have provided services and treatments 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.

Participants still engaged with the program should include all participants still engaged as of the end of the reporting period.

Participants 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. This number should include both individuals that completed the program requirements and those that did not.

8. How many individuals do you plan to provide services to over the life of the grant? ____
9. Since the beginning of your grant, how many participants has your program served *(cumulative)*? ____
10. Out of the total number of participants your program has served since the start of your grant, how many are:
 - A. Still engaged with your program ____
 - B. No longer engaged with your program ____
11. Out of the total number of participants no longer engaged with your program since the start of the grant, how many have:
 - A. Completed all program requirements or met program criteria: ____
Such requirements/criteria can include completion of program milestone (e.g., a course of training, treatment plan) and/or meeting criteria indicative of improved chances of successful reentry (e.g., obtaining employment or housing).
 - B. Have not completed all program requirements or met program criteria: ____

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BASELINE RECIDIVISM

12. Have you calculated a baseline recidivism rate?

- A. Yes.
- B. No, explain: _____ *(If No, skip to the next section.)*

13. What is the baseline recidivism rate? *Provide a rate for a population that most closely represents the grantee's target population. If the grantee does not have a baseline recidivism rate similar to the target population, use a recidivism rate for individuals who have been released from a state facility, local prison, or jail.*

14. What population was the baseline recidivism rate calculated for? *Select one.*

- A. Individuals similar to the target population.
- B. Individuals from a county or local jail facility.
- C. Individuals from a prison facility.
- D. Individuals from the entire state.
- E. Other.
- F. If Other, explain: _____

15. What type of baseline recidivism rate was provided? *Select one.*

- A. Rearrest rate.
- B. Reconviction rate.
- C. Reincarceration rate.
- D. Revocation that led to reincarceration.
- E. Other.
- F. If Other, explain: _____

16. How long was the follow-up period for the baseline rate in months? _____

17. What percentage reduction in recidivism is the grantee trying to achieve? _____

18. Is there any other additional information you would like to provide about the baseline rate or your recidivism-reduction goal? *If No, write "N/A."* _____

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SCREENING AND ASSESSMENT TOOL

Please answer the following questions related to your SCA-funded program's use of screening and assessment tools (e.g., tools assessing criminogenic risk, substance use, and mental health).

19. Are criminogenic risk and/or needs-assessment tools used to inform the services provided to participants?

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

20. Are tool results used in determining who is admitted as a participant into the SCA-funded program?

A. Yes/No.

21. Are tool results used to inform individualized case planning done by the SCA-funded program?

A. Yes/No.

22. Name(s) of the tool(s) used: _____

DRUG OR ALCOHOL TESTING

Testing referred to in this section includes urinalysis, breathalyzer, or other proven reliable forms of drug and alcohol testing. Testing can be administered either by your program or by another entity you are in coordination with.

23. Do participants receive drug or alcohol testing to help monitor substance use and treatment progress?

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

24. Is testing random (as opposed to scheduling in advance with program participant knowledge)?

A. Yes/No.

25. During the reporting period, how many program participants received at least one random drug or alcohol test? _____

26. During the reporting period, how many program participants tested positive at least once from a random drug or alcohol test? _____

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TREATMENT SERVICES PROVIDED

This section focuses on program engagement with treatment services. 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 towards program goals. Information from these questions should be interpreted in light of grantee program design.

27. On average, what is the estimated length of time it takes from when an individual is identified as having a substance use disorder to begin receiving treatment services? _____
28. Does your SCA-funded program provide treatments targeted to users with specific types of drug (or alcohol) addiction? *Select all that apply.*
- A. Treatment is not targeted to a specific type of drug (or alcohol) addiction.
 - B. Stimulants (e.g., cocaine, methamphetamine, bath salts, etc.).
 - C. Opioids (e.g., heroin, synthetic opioids, prescription opioids, etc.).
 - D. Alcohol.
 - E. Other.
 - F. If Other, explain: _____
29. Is the program specifically designed to target substance users who are either parents of minor children or pregnant women?
- A. Yes/No. *(If No, skip to question 31.)*
30. If Yes, please select all of the following that apply to your program:
- A. The program is designed to engage parents who are substance users and have minor children and/or pregnant women who are substance users.
 - B. The program takes place in a correctional and/or residential facility where children reside with the substance user parent.
 - C. None of the above.
31. Does your program provide services to family members of program participants in a substance use treatment program? *The definition of "family member" covers a wide range of relationships, including spouse, parents, parents-in-law, children, brothers, sisters, grandparents, grandchildren, stepparents, stepchildren, foster parents, foster children, guardianship relationships, and domestic partners. Services received by family members can include services for children (e.g., nursery and schooling, health care, etc.), family counseling, and other supportive services.*
- A. Yes/No. *(If No, skip to the next question.)*
32. Since the beginning of the grant, how many program participants have family members who have received such services funded by SCA *(cumulative)*? _____
33. Since the beginning of the grant, how many family members of program participants have received services funded by SCA *(cumulative)*? _____

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34. What substance use treatment services are at least being partially funded with SCA funds?

Select all that apply.

- A. Outpatient services.
- B. Intensive outpatient/partial hospitalization services.
- C. Residential/inpatient services.
- D. Medically managed intensive inpatient services.
- E. Inpatient withdrawal management (detoxification), MAT.
- F. Co-occurring substance use and mental health disorder treatment services.
- G. Mental health treatment services.
- H. Family therapy.
- I. Trauma treatment.
- J. Other.
- K. If Other, explain: _____

35. Does your program provide MAT to participants receiving treatment?

- A. Yes/No. *(If No, skip to question 38.)*

36. Which MAT medications are offered to individuals in the program? *Select all that apply.*

- A. Methadone.
- B. Buprenorphine (Suboxone, Subutex).
- C. Naltrexone (Vivitrol).
- D. N/A – The program does not provide MAT.
- E. Other.
- F. If Other, explain: _____

37. Since the start of the grant, how many individuals with alcohol and/or opioid use disorders have been identified as eligible for MAT? *This number should include both participants who were still engaged in the program and those who were no longer engaged during the last reporting period. Please provide the cumulative number.* ____

38. Since the start of the grant, how many individuals with alcohol and/or opioid use disorders have received at least one MAT treatment? *This number should only include individual program participants who received at least one MAT during reporting period. Individuals should be included even if they received MAT in previous reporting periods. This number provides an indication of your program's level of activity within a period related to treating individuals using MAT.*

39. Does your drug treatment program use cognitive behavioral therapies?

- A. Yes/No.
- B. If Yes, describe: _____

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SERVICES PROVIDED

Please answer the following questions based on the services provided by your SCA-funded program. If a service is not applicable to your SCA-funded program, please enter "999."

40. Since the beginning of the program, provide the total number of participants who received cognitive behavioral therapies: _____
41. Since the beginning of the program, provide the total number of participants who received substance use disorder treatment: _____
42. Since the beginning of the program, provide the total number of participants who received mental health treatment: _____
43. Since the beginning of the program, provide the total number of participants who received education: _____
44. Since the beginning of the program, provide the total number of participants who received employment: _____
45. Since the beginning of the program, provide the total number of participants who received housing: _____
46. Since the beginning of the program, provide the total number of participants who received other services: _____
47. Since the beginning of the program, provide the total number of participants who obtained housing: _____
48. Since the beginning of the program, provide the total number of participants who obtained permanent/stable housing (i.e., for 6 months or longer): _____
49. Since the beginning of the program, provide the total number of participants who obtained a high school diploma or equivalent: _____
50. Since the beginning of the program, provide the total number of participants who obtained vocational/professional/occupational certifications or licenses: _____
51. Since the beginning of the program, provide the total number of participants who obtained a higher education degree: _____
52. Since the beginning of the program, provide the total number of participants who obtained employment: _____
53. Since the beginning of the program, provide the total number of participants who obtained and retained employment for 6 months or longer: _____

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TRAINING

54. Did the program provide or facilitate training to program staff (or individuals involved in the program) during the reporting period? *Training 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/on site or virtual setting; hosting and/or conducting a webinar; or conducting a workshop at a conference or summit.)*

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

55. How many trainings were completed during the reporting period? _____

56. For each of the trainings completed during the reporting period, provide the following information. *Count each person only once per training topic, regardless of how many times they attended the training. You may report up to five trainings per reporting period.*

- A. Training name: _____
- B. Target audience: _____
- C. Number of people trained: _____
- D. Training provider: _____
- E. What funds were used to provide the training? *(Select all that apply.)*
 - ___ SCA grant funds.
 - ___ National Training and Technical Assistance Center (NTTAC) funds.
 - ___ Other Office of Justice Programs (OJP) funds.
 - ___ Other funds.

RESEARCH PARTNERSHIPS

57. Is your grant project working with an internal or external researcher or evaluator? *An internal researcher/evaluator is someone who is considered a full-time employee (FTE) of the agency responsible for the operation of the program. This could include a crime analyst, internal statistics department employee, or someone from a research arm of the organization. An external researcher/evaluator is considered someone who is not organizationally affiliated with the agency responsible for the operation 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. *(If No, skip to the next section.)*

58. In what ways did your researcher contribute to the project during the reporting period?
Select all that apply.

- A. Conducted data analysis (data collection, analysis, visualization, etc.).
- B. Defined the problem of focus the project will address.
- C. Defined programmatic activities, procedures, or practices.
- D. Developed logic models.
- E. Developed an evaluation or data collection plan.
- F. Conducted a process evaluation of the project.
- G. Conducted an outcome evaluation of the project.

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- H. Evaluated the project's impact.
- I. Evaluated the project's efficiency (cost/benefit).
- J. Evaluated the project's fidelity.
- K. Assisted with performance measure reporting.
- L. Shared analytical findings, recommendations, and promising practices with peer agencies or other researchers.
- M. Shared analysis results and/or recommendations with project personnel.
- N. Shared project successes with community members or the media.
- O. Other, describe: _____

59. During the reporting period, were adjustments made to the project's operating procedures based on research/evaluation findings?

- A. Yes/No. *(If No, skip to the next section.)*
- B. If Yes, describe: _____

COURT AND CRIMINAL INVOLVEMENT (CLOSEOUT ONLY)

The next set of questions is about court and criminal involvement for individuals who have ever participated in the SCA program. This section is to be completed at the close of the grant.

Note that individuals can be included in more than one category. For example, an individual can have an arrest and a conviction and then be reincarcerated, and therefore should be included in each category. However, do not count the frequency of events (e.g., numbers of arrests or convictions). If an individual has multiple arrests or convictions, count that individual only once. Pending charges that the individual had before entering the program should not be counted.

60. Since the start of the award, how many individuals:

- A. Are still participating in post-release services? _____
- B. Have successfully completed post-release services? _____
- C. Did not complete post-release services? _____

61. What is the average number of days that have elapsed since individuals have been released from prison or jail? *Calculate this rate by averaging the number of days since release for each individual.* _____

62. Since the start of the award, enter the total number of individuals who are still participating in the program and have had a court and/or criminal involvement event.

- A. Arrest and booking on a new charge: _____
- B. Conviction on a new charge: _____
- C. Revocation of the terms of supervised release: _____
- D. Reincarceration: _____

63. Since the start of the award, enter the total number of individuals who successfully completed the program and have had a court and/or criminal involvement event.

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- A. Arrest and booking on a new charge: _____
- B. Conviction on a new charge: _____
- C. Revocation of the terms of supervised release: _____
- D. Reincarceration: _____
64. Since the start of the award, enter the total number of individuals who unsuccessfully exited the program and have had a court and/or criminal involvement event.
- A. Arrest and booking on a new charge: _____
- B. Conviction on a new charge: _____
- C. Revocation of the terms of supervised release: _____
- D. Reincarceration: _____
65. How was the information obtained for those individuals who were arrested and booked on a new charge? *Select the best option that describes how the information was obtained.*
- A. The grantee is a criminal justice agency such as the Department of Corrections, Probation, or Parole and has access to this information.
- B. The grantee has a Memorandum of Understanding (MOU), a Memorandum of Agreement (MOA), or a linkage agreement with a correctional agency that has access to this information.
- C. The grantee conducts public record jail/prison searches online.
- D. The grantee entered unofficial data (through word of mouth or from participants who reported the incident).
- E. The grantee does not have access to official justice information.
- F. Other, specify: _____
66. How was the information obtained for those individuals who were convicted on a new charge? *Select the best option that describes how the information was obtained.*
- A. The grantee is a criminal justice agency such as the Department of Corrections, Probation, or Parole and has access to this information.
- B. The grantee has a MOU, a MOA, or a linkage agreement with a correctional agency that has access to this information.
- C. The grantee conducts public record jail/prison searches online.
- D. The grantee entered unofficial data (through word of mouth or from participants who reported the incident).
- E. The grantee does not have access to official justice information.
- F. Other, specify: _____
67. How was the information obtained for individuals who had a revocation of the terms of supervised release? *Select the best option that describes how the information was obtained.*
- A. The grantee is a criminal justice agency such as the Department of Corrections, Probation, or Parole and has access to this information.
- B. The grantee has a MOU, a MOA, or a linkage agreement with a correctional agency that has access to this information.
- C. The grantee conducts public record jail/prison searches online.
- D. The grantee entered unofficial data (through word of mouth or from participants who reported the incident).
- E. The grantee does not have access to official justice information.

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F. Other, specify: _____

68. How was the information obtained for those individuals who were reincarcerated? *Select the best option that describes how the information was obtained.*

- A. The grantee is a criminal justice agency such as the Department of Corrections, Probation, or Parole and has access to this information.
- B. The grantee has a MOU, a MOA, or a linkage agreement with a correctional agency that has access to this information.
- C. The grantee conducts public record jail/prison searches online.
- D. The grantee entered unofficial data (through word of mouth or from participants who reported the incident).
- E. The grantee does not have access to official justice information.
- F. Other, specify: _____

69. For which population(s) is the grantee able to obtain official justice information? *Select all that apply.*

- A. Individuals who are still participating in the program.
- B. Individuals who successfully completed the program.
- C. Individuals who unsuccessfully exited the program.

70. Was the information for each individual verified? “Verified” is defined as assessing whether each individual has had a court or criminal involvement event since the start of the BJA SCA award.

- A. Yes.
- B. No. *(If No, skip to question 59.)*

71. How was the information for individuals verified? “Verified” is defined as assessing whether each individual has had a court and/or criminal involvement event since the start of the BJA SCA award.

72. Please provide any additional information or comments about your court and criminal involvement data. _____

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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 of your grant manager.

Set **SMART** goals to clarify the scope of your priorities:

- **S**pecific.
- **M**easurable.
- **A**chievable.
- **R**elevant.
- **T**ime-bound.

If you have multiple goals, provide updates on each on separately.

Please answer the following questions every semiannual reporting period (i.e., January and July of each year), based on your grant-funded activities.

1. What were your accomplishments during 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, explain: _____
5. Are you on track to complete your program fiscally and programmatically as outlined in your grant application?
A. Yes/No.
B. If No, 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?

THANK YOU FOR PARTICIPATING!

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