

**BUREAU OF JUSTICE ASSISTANCE**  
**MATTHEW SHEPARD AND JAMES BYRD JR. HATE CRIMES 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

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, explain	

3. What obstacles, if any, did you encounter over the last reporting period that has had an impact to your project? *Select all that apply.*

- A. \_\_\_ N/A – No obstacles or barriers
- B. \_\_\_ Access to data
- C. \_\_\_ Hiring project staff
- D. \_\_\_ Staff turnover
- E. \_\_\_ Retaining treatment staff
- F. \_\_\_ Competing agency priorities
- G. \_\_\_ Funding
- H. \_\_\_ Legal obstacles
- I. \_\_\_ Concerns about confidentiality
- J. \_\_\_ Differences in strategy between partners
- K. \_\_\_ Lack of reporting of hate crime incidents

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- L. \_\_\_ Lack of staff capacity to identify hate crimes  
 M. \_\_\_ Lack of system to report and track hate crimes  
 N. \_\_\_ Technology challenges  
 O. \_\_\_ Federal grant administration issues (e.g., unable to secure approval)  
 P. \_\_\_ Other, explain: \_\_\_\_\_

## COLLABORATION BETWEEN FEDERAL, STATE, AND LOCAL LAW ENFORCEMENT AND PROSECUTION AGENCIES

4. Rate the following Shepard/Byrd Hate Crimes workgroup partners based on this statement: "This partner was actively involved in the Shepard/Byrd Hate Crimes grant program this reporting period." Rate your partners on a scale of 1–5 as indicated below. If you have multiple partners in a category, rate them as a whole. If a partner fits in more than one category, rate it in the one category that best fits that partner. Do not rate yourself. Mark as "N/A" if you do not have a workgroup.

<i><b>This partner is actively involved in the Matthew Shepard and James Byrd Jr. Hate Crimes program:</b></i>	<b>N/A</b>	<b>Strongly Disagree</b>	<b>Disagree</b>	<b>Neither Agree nor Disagree</b>	<b>Agree</b>	<b>Strongly Agree</b>
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
Federal Prosecutors (AUSAs)	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Department of Justice (DOJ) Office of Civil Rights	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
DOJ Community Relations Service	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Federal law enforcement agencies, including the FBI and BJA	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
State law enforcement agencies	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Local law enforcement agencies	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tribal law enforcement agencies	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
State prosecutors	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Local prosecutors	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tribal prosecutors	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community-based organizations	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Schools, college and universities	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Victim service providers (victim advocacy)	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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5. Since the beginning of the grant, describe how collaboration has aided in the development of processes or policies that will aid in hate crime outreach, education, investigations, and prosecutions.
- \_\_\_\_\_
6. During the reporting period, describe how new investigative techniques or tools (e.g., DNA evidence, CODIS, etc.) has led to the identification of a previously unknown suspect(s).
- \_\_\_\_\_

## STATE, LOCAL AND TRIBAL INVESTIGATION AND PROSECUTIONS OF HATE CRIMES

7. As of the last day of the reporting period, how many cases have been flagged for bias against the victim or hate crimes eligibility? \_\_\_\_\_
8. As of the last day of the reporting period, were any new cases identified (or brought to the attention of the investigative team) that have been flagged for bias against the victim or hate crimes eligibility?
- A. Yes
- B. No
- C. If Yes, how many new cases were flagged? \_\_\_\_\_
9. How many cases reviewed with Shepard/Byrd Hate Crimes grant funds were presented to a prosecuting attorney for charging decision? \_\_\_\_\_
10. Since the beginning of the grant program, of those cases presented to a prosecuting attorney for a charging decision:
- A. Number of new potential hate crimes cases investigated \_\_\_\_\_
- B. Number of potential hate crimes cases re-opened for investigation \_\_\_\_\_
- C. Number of hate crimes cases resulting in an arrest \_\_\_\_\_
- D. Number of hate crimes cases resulting in an indictment \_\_\_\_\_
- E. Number of potential hate crimes cases dismissed \_\_\_\_\_
- F. Number of hate crimes cases resulting in a plea bargain \_\_\_\_\_
- G. Number of potential hate crimes cases resulting in a conviction \_\_\_\_\_
- H. Number of potential hate crimes cases ending with an acquittal \_\_\_\_\_
- I. Number of potential hate crimes cases ending in mistrial \_\_\_\_\_
11. Since the beginning of the grant program, enter the number of potential hate crimes cases declined for prosecution based on the following reasons:
- A. Insufficient evidence \_\_\_\_\_
- B. Expired statute of limitations \_\_\_\_\_
- C. Offender already serving a long sentence for another crime \_\_\_\_\_
- D. Offender is deceased \_\_\_\_\_
- E. Other, explain \_\_\_\_\_

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## JUSTICE AND SUPPORT TO FAMILIES AND STAKEHOLDERS IMPACTED BY HATE CRIME

### Since the beginning of the grant program:

12. Number of victims identified from active investigations. \_\_\_\_

- A. Of those, number of victims contacted by project personnel. \_\_\_\_
- B. Of those, number. of victims agreeing to participate in the investigation. \_\_\_\_

<i><b>Bias Motivation Category</b></i>	<i><b>Number of victims identified from active investigations</b></i>	<i><b>Of those, number of victims contacted by project personnel</b></i>	<i><b>Of those, number of victims agreeing to participate in the investigation</b></i>
Race/Ethnicity/ Nationality	(Numeric)	(Numeric)	(Numeric)
Religion	(Numeric)	(Numeric)	(Numeric)
Sexual Orientation/Gender/ Gender Identity	(Numeric)	(Numeric)	(Numeric)
Age	(Numeric)	(Numeric)	(Numeric)
Disability	(Numeric)	(Numeric)	(Numeric)

13. Indicate if your agency has developed or enhanced a hate crime incident reporting tool and/or procedure for victims to participate?

- A. Yes/No
- B. If No, skip to question 15.
- C. If Yes, proceed to question 14A.

14. A) Indicate the number of victims that are participating and/or reporting into your agency's new hate crime incident reporting tool since the beginning of your grant program. \_\_\_\_

B) Did your agency develop a new system to track and report potential hate crimes?

- A. Yes/No
- B. If No, skip to question 15.
- C. If Yes, describe in the narrative field your agency's or office's newly developed procedure/policy to track and report crimes that may have bias motivation or be designated as a hate crime.  
\_\_\_\_\_
- D. If Yes, indicate the number of cases that are being tracked in your agency's or office's newly developed tracking system.

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## TRAINING

15. Did the project provide or facilitate training to project staff for your agency or prosecutor's office (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 in a virtual setting), hosting and/or conducting a webinar, or conducting a workshop at a conference or summit.

- A. Yes/No *(If No, skip to Question 21)*  
 B. If Yes, how many trainings were completed for your agency or prosecutor's office during the reporting period? \_\_\_\_\_

16. For each of the trainings completed during the reporting period, indicate who provided the training topic, the target audience, number of people trained, if the training covered hate crime identification, if the training covered strategies on reporting and tracking hate crimes, and the name of the training provider. *Count each person only once per training topic, regardless of how many times they attended the training. You may report five trainings per reporting period.*

Training Topic	Target Audience	Number of People Trained	Hate Crime Identification Training	Law enforcement strategies on tracking and reporting hate crime	Training Provider
			Yes/No Selection	Yes/No selection	

17. Did the project provide or facilitate training to stakeholders or members of the public 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 in a virtual setting), hosting and/or conducting a webinar, or conducting a workshop at a conference or summit.

- A. Yes/No *(If No, skip to Question 21)*  
 B. If Yes, how many trainings were completed for stakeholders or members of the public during the reporting period? \_\_\_\_\_

18. For each of the trainings completed during the reporting period, indicate the training topic, 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 they attended the training. You may report five trainings per reporting period.*

Training Topic	Target Audience	Number of People Trained	Training Provider

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19. 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.
20. Describe the impact that the training(s) will have on specific outcomes/objectives related to the goals of your program. \_\_\_\_\_

## OUTREACH

21. Did your agency initiate outreach efforts or distribute educational materials on your agency's website to the stakeholder community and members of the public? *This question is purposed to assess efforts to increase the trust and knowledge base of the public, potentially increasing opportunities for victims to come forward and participate in potential investigations.*
- A. Yes/No
  - B. If Yes, describe the type of outreach your agency conducted as of the last day of the reporting period. \_\_\_\_\_(Narrative)
22. How often does your agency perform public outreach (e.g., contacted potential victims, focused media outreach)?
- A. N/A
  - B. Weekly
  - C. Monthly
  - D. Quarterly
23. How often does your agency participate in community engagement activities (e.g., roundtables community advisory boards)?
- A. N/A
  - B. Weekly
  - C. Monthly
  - D. Quarterly

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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, 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 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 fiscally and programmatically complete your program 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?  
\_\_\_\_\_

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