

FACILITY UTILIZATION FOR REPORTING PERIOD

Residential Facility (e.g., Detention, Residential Treatment, Transitional Living)

RATED CAPACITY OF FACILITY (maximum # of beds or inmates assigned to facility by rating official)	AVERAGE DAILY POPULATION (ADP*)	PERCENTAGE OF RATED CAPACITY UTILIZED BY FACILITY (ADP divided by Rated Capacity)

Nonresidential Rehabilitative Service Facility (e.g., Outpatient Treatment, Community-based Alternatives to Incarceration)

PROGRAM TYPE	NUMBER OF INDIVIDUALS SERVED WITHIN THE PAST YEAR

* To calculate the average daily population, add the number of persons for each day during the period January 1 through December 31 of the preceding year, and then divide the result by 365. If daily counts are not available, estimate the average daily population by adding the number of persons held on the same day of each month and divide the result by 12. If the average daily population cannot be calculated, then estimate the typical number of persons held in your facility in a single day.