



FY 2006 Title II Formula Grant REQUEST FOR PROPOSALS

***Deadline: Tuesday, July 18, 2006 at 5:00 pm
(The door locks automatically at 5:00 p.m. sharp!)***

The Utah Board of Juvenile Justice is pleased to announce the availability of Title II Formula Grant funds as allocated by the Office of Juvenile Justice and Delinquency Prevention.

- There is approximately **\$520,000** designated to support the continuation of current projects. Continuation funding is not guaranteed. These projects will be funded based on individual merit.
- **Due to a reduction in Federal funds, applications for new projects will not be accepted. Only continuation projects with a start date July 1 are eligible to apply.**

Units of local government, school districts, state agencies, Indian tribes and tribal organizations or qualified community-based organizations may apply for funding who meet one or more of the following UBJJ goals:

- 1. Early delinquency intervention and prevention projects for children grades kindergarten to twelve.**
- 2. Projects to reduce the disproportionate representation of minority youth at decision points within the juvenile justice system, from arrest through commitment to the Division of Juvenile Justice Services.**
- 3. Increase success of girls in the juvenile justice system through gender specific/female-responsive services.**
- 4. Address crisis intervention and treatment needs of youth in the juvenile justice system with mental health problems or developmental disabilities.**
- 5. Projects that prevent the use of illegal drugs and alcohol by youth.**

Applicants must identify which program area will be addressed by proposed project and designate performance measures from that area from the provided list (see Appendix A). Projects outside the priority areas will not be considered. **One original plus twelve three-hole punched, double sided copies are required.**

For additional information, please contact:

Reg Garff, Juvenile Justice Specialist
Utah State Capitol Complex
East Office Building, Suite E-330
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SLC, UT 84114-2330
801-538-1372 or rgarff@utah.gov

Source of Title II Formula Grant Funds

The U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention provides Title II Formula Grant funding as allocated by Congress. The funds are appropriated to the State of Utah based on the formula outlined in the Juvenile Justice and Delinquency Prevention Act, 2002.

To qualify for Formula Grant Funding, the State of Utah, through the Utah Board of Juvenile Justice, submitted a juvenile justice plan outlining the priorities for federal funding for FY 2006. As part of the plan, the Board certified that Utah is addressing the four core requirements of the Act: (1) the removal of status offenders from secure settings; (2) the removal of juveniles from adult jails and lockups; (3) the separation of juveniles from incarcerated adults; and (4) implementation of strategies to address the disproportionate contact of minority youth with the juvenile justice system.

Program Priorities

Title II funds may only be used for new and innovative programs. Funds cannot be used to support the needs of existing programs. In developing this request for proposal, the Utah Board of Juvenile Justice has identified the following priorities for this year's funding.

Program Area 9: Delinquency Prevention

Intervention and prevention programs designed to intervene early with high-risk families and children have the potential to stop the development of adult and juvenile crime. Studies indicate that the earlier the signs of antisocial behavior appear, the more serious the antisocial behavior or delinquency will be in later years (Tolan, P.H., & Thomas, P. 1995. The implications of age of onset for delinquency II: Longitudinal data. *Journal of Abnormal Child Psychology*, 23, 157-169). Children living in economically deprived, urban neighborhoods are more apt to begin antisocial behaviors at an earlier age, regardless of gender (Guerra, N.G. et al., 1995. Promoting emotional competence in school aged children: The effects of the PATHS curriculum. *Development and Psychopathology*, 7, 117-136). Another study suggests that antisocial behaviors appear to "crystallize" in the first and second grades (Eron, Huesmann, and Zelli, 1991. The role of parental variables in the learning of aggression. In D.J. Pepler & K.H. Rubin (Eds.), *The development and treatment of childhood aggression*. Hillsdale, NJ: Erlbaum). These studies, and many like them, suggest that providing early delinquency intervention services prevents delinquent and criminal behavior later in life.

The Board seeks applications for programs designed to provide early delinquency intervention and prevention for children grades kindergarten to twelve and their families. Programs may include but are not limited to:

- a) Identify at-risk youth, including those affected by domestic violence, and provide them with prevention and early intervention services.
- b) Identify at-risk families and provide them with support services designed to increase parent and family involvement and accountability for juvenile delinquency.
- c) Provide family based services for ungovernable youth while maintaining them in the home.

Program Area 10: Disproportionate Minority Contact

Following a trend of many years, minorities were overrepresented in secure care placements. Collectively, they accounted for over 37% of all admissions to secure care, though they represent 16.5% of Utah's youth population. This is a substantial increase from the 32% in FY2002. (*Utah Division of Youth Corrections 2003 Annual Report*, p. 54.)

In the 1999 University of Utah study, *Minority Overrepresentation in the Utah Juvenile Justice System*, researchers found that minority youth, after factoring in offending histories, do receive harsher dispositions than their Caucasian counterparts.

In focus groups with youth and system personnel across the state of Utah, researchers also found that both youth and staff believe that racial stereotyping practiced by personnel at multiple points in the system and by school system personnel leads to more severe sentencing for minority youth. The research also pointed to the lack of adequate legal representation in court for minority youth as a potential contributing factor to harsher sentences.

The Board is seeking applications for projects to reduce the disproportionate representation of minority youth at decision points within Utah's juvenile justice system, from arrest through commitment to the Division of Juvenile Justice Services. Projects must identify the decision point targeted within the juvenile justice system. High priority will be given to programs that propose to enhance the legal representation of minority youth in the juvenile justice system. These programs may include, but are not limited to, training for defense lawyers regarding the juvenile justice system or providing legal representation for minority youth.

Program Area 13: Gender Specific Services

Projects in this area aim to increase success of girls in the juvenile justice system through gender specific/female-responsive services. The goal of providing effective gender-specific/female responsive services to girls involved in the juvenile justice system is to improve the rate of successful completion of diversion contrasts, conditions of probation and dispositions set by court, Juvenile Justice Services or parole supervision.

Program Area 20: Mental Health

Projects must address crisis intervention and treatment needs of youth in the juvenile justice system with mental health problems or developmental disabilities.

- a) Divert youth with mental illness or developmental disabilities from the juvenile justice system through appropriate crisis intervention responses and services.
- b) Increase success of youth involved in the juvenile justice system by creating appropriate services and programs.

Program Area 32: Substance Abuse

Utah, like many parts of the country, has documented a steady decline in its juvenile crime rate. In the last seven years, Utah's juvenile arrest rate fell 36%, from 43,214 arrests in 1993 to 27,812 arrests in 2002. The percentage of youth, however, arrested for alcohol and drug-related crimes has continued to increase. In 2000, 18.1% of all juvenile arrests were alcohol and drug related. This is up from 15.7% in 1997 (*2000 Crime in Utah*, Bureau of Criminal Identification).

The Board is seeking applications for programs that propose to prevent the use of illegal drugs and alcohol by youth. Priority will be given to programs that are designed to:

- a) Counter the perception that drug or alcohol use is harmless.
- b) Address problems associated with marijuana, alcohol and “club drugs” abuse.
Projects may include but are not limited to: public awareness campaigns; training for teachers and parents on drug prevention strategies; and youth prevention activities.

Proposed projects should complement Utah’s State Incentive Cooperative Agreement (SICA) program. A letter of collaboration with the local SICA Coordinator is required.

General Submission Requirements

Qualified Applicants

Only units of local government, school districts, state agencies, faith based organizations, Indian tribes and tribal organizations or qualified community-based organizations are eligible to apply for funding assistance.

Community-based organizations (CBOs), such as private non-profit agencies, may receive funding only under contract with a unit of government. CBOs may receive funding directly if they have been denied funding for the proposed program from a local unit of government within the past twelve months. Community-based agencies requesting direct funding must attach a Denial of Funding Letter to their application. CBO’s must show that they made an attempt to receive funding from other government sources.

Prospective applicants should not view the Denial of Funding Letter as a major obstacle or exclusion to apply for Title II funding. Since most government agencies lack the resources to fund private agencies, a denial letter should be easy to obtain. If the CBO receives more than 60% of their funds from any local unit of government, a letter is not necessary. However, the applicant must indicate that they receive over 60% of their funds from a local unit of government. The CBO is required to seek only one local government source for funding. A local unit of government may be a city or county agency in the jurisdiction in which the CBO does business.

Submitting an Application

All applications for funding must be submitted utilizing the required forms and following the required format. **One original plus twelve three-hole punched, double sided copies are required.** An electronic version of the application must also be sent either via e-mail (rgarff@utah.gov) or on CD ROM. Faxed applications will not be accepted. Emailed applications alone will not be accepted.

Applications are due by 5:00 pm on Tuesday, July 18, 2006 to:

Utah Board of Juvenile Justice
c/o Utah Commission on Criminal and Juvenile Justice
Utah State Capitol Complex
East Office Building, Suite E-330
P.O. Box 142330
SLC, UT 84114-2330

Applications submitted after the deadline for continuation projects will receive a reduced award or no award at all. No application will be considered if submitted 24-hours after the deadline.

The chief executive official of the sponsoring unit of local government, state agency, or qualified community-based organization must sign the application. All sections of the application pertinent to the proposed project must be completed in full.

Resources

You must conduct a thorough assessment of the proposed target population. Applications must use data to effectively support their project.

One source is the CCJJ website: www.justice.utah.gov. You are encouraged to use data sources pertinent to your project. Those sources may include but are not limited to:

OJJDP Model Program Guide:

http://www.dsgonline.com/Model_Programs_Guide/Web/mpg_index_flash.htm

Child Welfare League of America Juvenile Justice Division:

<http://www.cwla.org/programs/juvenilejustice/default.htm>

Juvenile Justice Evaluation Center:

<http://www.jrsa.org/jjec/>

Office of Juvenile Justice and Delinquency Prevention:

<http://ojjdp.ncjrs.org/>

Utah Division of Juvenile Justice Services Annual Reports:

<http://www.hsdyc.utah.gov/annual-reports.htm>

Utah Commission on Criminal and Juvenile Justice Research Page:

<http://www.justice.utah.gov/Research/default.htm>

Utah Department of Substance Abuse and Mental Health, Reports and Statistics (Includes 2003 SHARP Youth Prevention Needs Assessment):

<http://www.dsamh.utah.gov/sharp.htm>

Utah Bureau of Criminal Investigations, Utah Crime Statistics:

<http://www.bci.utah.gov/Stats/StatsHome.html>

Utah State Courts Publications:

<http://www.utcourts.gov/resources/reports/>

Governor's Office on Planning and Budget, Demographic and Economic Development:

<http://governor.utah.gov/dea/>

Utah Kids Count Measures of Child Wellbeing:

http://www.utahchildren.net/how_are-kids_count2.html??1110994393078

Other Requirements

Collaboration

Your project must show active collaboration with two or more youth-serving agencies in the form of a letter from the agency that specifies how they will contribute to the project. Projects that accept referrals from any agency, or that make referrals to any agency, must have letters of intent to participate and/or cooperate with the project from the affected agency or agencies. **Do not include letters of support.**

Competent Grant Management

Your agency must assure its willingness to comply with all grant requirements for administration, monitoring, reporting, evaluation, and data collection by reviewing and signing all applicable Certified Assurances and Grant Conditions. The signed assurances must be attached to and submitted with the original grant application.

Cultural Competency

Projects must show cultural competency and sensitivity when providing direct services to minorities. This may be demonstrated by staff training, written policies and/or procedures, staff member experience, written action plan or other method determined by the subgrantee.

Cultural sensitivity is defined as awareness that an individual's gender, race, ethnic/cultural background, community and societal factors significantly affect his or her quality of life.

Cultural competency is defined as a systemic approach that demands the skills needed to implement programs within a culturally sensitive framework.

Evaluation Study Participation Required

Evaluation study participation is required if you are awarded grant funding. Your agency must agree to participate in a service population outcome evaluation study being conducted by Criminal and Juvenile Justice Research Consortium (CJJC) at the University of Utah. The study entails the use of two scientifically-validated survey instruments that you will administer to all your grant-funded program clients, ages 12-17. The survey asks participants to provide demographic data about themselves and their families. Participants also answer questions designed to measure the number of risk and protective factors and common behavioral problems present in the service population. At the discretion of CJJC, custom surveys may be implemented if the core survey instruments will not enable a valid analysis of your program.

Each client will complete the surveys prior to entering your program, and again upon exiting your program. The surveys are available online in English and Spanish. You will be required to register each youth that enters your program via a secure internet website. Registration will allow you to manage the survey administration and also allow UBJJ to keep track of how many youth enter and complete the programs which it funds. The survey instruments take approximately one hour to administer. The parent/guardian must complete a permission slip before the survey can be administered.

Completed surveys will be analyzed by CJJC. A report will be sent back to participating programs providing feedback about the program's impact. Grant funding may be requested to assist with survey administration costs.

Performance Measures

In an effort to validate program effectiveness to Congress, and thus ensure future grant funding, OJJDP has implemented mandatory performance measures across the country. Applicants are limited to selecting program areas found in this RFP. All Title II subgrantees are required to select performance measures from OJJDP's performance measurement system and develop a data collection plan. (See Appendix A for relevant OJJDP Performance Measures or for a full list, go to: http://www.dsgonline.com/Program_Logic_Model/fg_pm.htm.)

Performance measurement is a system of tracking progress in accomplishing goals, objectives and outcomes. It monitors a few vital signs related to program performance.

Within each program area, there are performance measures tables that present output and outcome performance measures. Outputs measure the products or changes for individuals, the juvenile justice system, or county that result from the program. Outcomes are benefits or changes as a result of the program. There are two types of outcomes:

1. Short-term – those that occur during the program or by the completion of the program.
2. Long-term – those that occur 6 months to 1 year after program completion.

The OJJDP performance measurement system designates some measures as mandatory, that is, they are required to be selected, and some are non-mandatory, or optional.

Subgrantees are required to report on:

1. All mandatory and two optional output measures, and
2. All mandatory and two optional outcome measures.

Subgrantees should develop a data collection plan that specifies each mandatory and optional performance measure selected, the source of data (such as the name of the specific survey to be used or arrest data), and a timetable for collecting the data. Applications should include Memorandum of Understanding or Inter-agency Agreements that show how outcome-level data will be obtained from agencies when appropriate, such as the police, schools, courts, or mental health agencies.

Developing Program Self-Sufficiency

There is no match requirement for applicants seeking Title II funding. Do not include match on the Application Cover Sheet.

To promote self-sufficiency and long-term operational integrity, your continuation-funding amount is based on your program performance and on a step-down policy. You may not request more than your qualifying amount, as explained below.

- Government agencies applying for a second year of funding may receive no more than 75% of their funding amount received in the first year, and in their third and final year are eligible to receive no more than one half of their first year of funding. For example, if a project receives \$30,000 in its first year, the second year award may be no more than \$22,500 (75% of the first year award). In its third and final year of funding the project qualifies for step-down funding at one half of the base year amount, or \$15,000.
- Not-for-profit and tribal entities may receive up to four years of funding. The second year grant will be no more than 90% of the first year amount. In the third year, projects may be funded up to 75% of the base amount. In the fourth and final year of funding, projects may not receive more than one half of the first year of funding.

In exceptional cases, the Board has the authority to extend funding beyond the three-year and four-year limits. These extensions will be granted by invitation only.

If your project is funded for a subsequent year, you will be required to show how you will maintain your program at its first year service level.

You will also be required to submit a sustainability plan outlining specific plans and actions to be taken during the funding cycle to ensure project will continue as grant funding is reduced and eventually eliminated.

Scoring Criterion for New Applicants

Problem Statement – (20%)

1. Clearly describes problem to be addressed.
2. Thoroughly documents the problem with data and statistics from the past three years.
3. The target population is clearly defined.

Goals and Objectives – (20%)

1. Goals and objectives outlined are clear and reasonable.
2. Objectives listed are measurable and can be documented.

Evaluation Plan – (15%)

1. Plan shows an ability to document success of the program.
2. Performance measure clearly identified and appropriate for measuring success.

Project Design and Management – (25%)

1. Outlines clear and convincing plan to address the problem.
2. Cites relevant research to show efficacy of the program strategy.
3. Staff roles and qualifications are identified and appropriate for the proposed program.
4. Program collaborators and their roles are identified.
5. Timeline of activities is reasonable.

Budget Matrix and Narrative – (10%)

1. Costs are reasonable for the program as outlined.
2. Budget narrative outlines specific needs for items to be purchased.

Cultural Competency – (10%)

1. Demonstrates extensive knowledge of the barriers that clients face.
2. Barriers are appropriately addressed and removed.
3. Demonstrate how the project will ensure staff's cultural competency.
4. Demonstrates extensive knowledge of specific cultural characteristics of the target population.

Scoring Criterion for Continuation Projects

1. Has the applicant clearly shown that their program is making a positive impact on the problem identified?
2. Has the applicant provided *measurable* data to show that the program is effective?
3. Is the applicant fully participating in the U of U evaluation using the survey instruments? Did the applicant provide preliminary findings?
4. If the applicant is making revisions to the plan, has justification for these revisions been provided and will these revisions strengthen the program or rectify program deficiencies?
5. Has the applicant made efforts to seek other sources of funding to continue the effort?
6. How does the project make up for step-down reductions in grant funds?
7. What evidence is there of cultural competency and sensitivity?
8. Does this program continue to fit into the Board's priorities?

2006 Schedule

June 9	Request for Proposals released
July 18 by 5:00 pm	Deadline for submitting grant applications
July 20	Applications distributed to Review Committees
July 20-Aug. 21	Committee members review and score applications
Aug 25	Review Committees meet to make funding recommendations
Sept. 15	Tentative wards determined and applicants notified pending CCJJ approval
Sept. 15 – 30	Contracts finalized with awarded applicants
October 1	Effective date for new programs to begin

APPENDIX A – Performance Measures

PROGRAM AREA 9. DELINQUENCY PREVENTION OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	FG OR TITLE V FUNDS AWARDED FOR SERVICES	Increase organizational capacity	The amount of Formula Grants and Title V funds in whole dollars that are awarded for delinquency prevention services during the reporting period. Program records are the preferred data source.	FG or Title V funds awarded to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memoranda of Understanding or interagency agreements developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memoranda of Understanding developed
3	Number of program slots available	Increase organizational capacity	The number of client service slots available during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots available during the reporting period.
4	Number of FTEs funded by FG or Title V \$	Increase organizational capacity	The number of program staff funded by Formula Grants or Title V money, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program by 2080.	Number of Full-Time Equivalents funded by FG or Title V \$
5	Number of program materials developed	Increase organizational capacity	The number of program materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of program materials developed during reporting period
6	Number and percent of program staff trained	Increase organizational capacity	The number and percent of program staff who are trained in delinquency prevention during reporting period. The number is the raw number of program staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of program staff who participated in training B. Total number of program staff C. Percent (A/B)
7	Number of hours of program staff training provided	Increase organizational capacity	The number of delinquency prevention training hours provided to staff during the reporting period. Training includes in-house and external trainings.	Number of hours of training provided to program staff
8	Number of planning activities conducted	Improve planning and development	The number of planning activities undertaken during the reporting period. Planning activities include meetings held, needs assessments undertaken, etc.	Number of planning activities undertaken
9	Number of program/agency policies or procedures created, amended, or rescinded	Improve planning and development	The number of program/agency policies or procedures created, amended, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of the program or agency. Include policies that are relevant to the topic area of the program or policies that affect program operations.	Number of policies or procedures created, amended, or rescinded
10	Use of best practice model (Y/N) ¹	Improve program quality	Report whether a best practice model was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance abuse. Model programs can come from many valid sources (e.g., Blueprints, OJJDP's Model Programs Guide, SAMSHA's Model Programs, state model program resources, etc.).	Was the program implementing a best practice model? (Yes or No response)

¹ This measure should be reported only once during the initial reporting phase of the program.

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
11	NUMBER OF PROGRAM YOUTH SERVED	Improve program activities	An unduplicated count of the number of youth served by the program during the reporting period. Definition of the number of youth served for a reporting period is the number of program youth carried over from previous reporting period, plus new admissions during the reporting period. In calculating the 3-year summary, the total number of youth served is the number of participants carried over from the year previous to the first fiscal year, plus all new admissions during the 3 reporting fiscal years. Program records are the preferred data source.	Number of program youth carried over from the previous reporting period, plus new admissions during the reporting period.
12	Number of parents served	Improve program activities	The number of program parents served during the reporting period. Include all parents who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of parents served
13	Number of service hours completed	Improve program activities	The number of hours of service completed by program youth during the reporting period. Service is any explicit activity (such as program contact, counseling sessions, course curriculum, community service, etc.) delivered by program staff or other professionals dedicated to completing the program requirements. Program records are the preferred data source.	Total number of program youth service hours
14	Average length of stay in program	Improve program efficiency	The average length of time (in days) that clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those who do not. Program records are the preferred data source.	A. Total number of days between intake and program exit across all program youth exiting program B. Number of cases closed C. A/B

PROGRAM AREA 9. DELINQUENCY PREVENTION

OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	REPORTING TERM	
					SHORT	LONG
1	NUMBER AND PERCENT OF PROGRAM YOUTH EXHIBITING DESIRED CHANGE IN TARGETED BEHAVIORS	Improve prosocial behaviors	Select as many as apply in 1A-1E			
1A	Substance use	Improve prosocial behaviors	The number and percent of program youth who have exhibited a decrease in substance use. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X	x
1B	School attendance	Improve prosocial behaviors	The number and percent of program youth who have exhibited an increase in school attendance. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X	X
1C	Antisocial behavior	Improve prosocial behaviors	The number and percent of program youth who have exhibited a decrease in antisocial behavior. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X	x
1D	Family relationships	Improve prosocial behaviors	The number and percent of program youth who have exhibited an improvement in family relationships. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X	X
1E	Pregnancies	Improve prosocial behaviors	The number and percent of program youth who have exhibited no pregnancies. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program	X	x

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	REPORTING TERM	
					SHORT	LONG
				C. Percent (A/B)		
2	NUMBER AND PERCENT OF YOUTH COMPLETING PROGRAM REQUIREMENTS	Increase accountability	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	A. Number of program youth who exited the program having completed program requirements B. Number of youth who left the program C. Percent (A/B)	X	
3	Number and percent of program families satisfied with program	Increase program support	The number and percent of program families satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of program families satisfied with the program B. Number program families returning the surveys C. Percent (A/B)	X	
4	Number and percent of program youth satisfied with program	Increase program support	The number and percent of program youth satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of program youth satisfied with the program B. Number of program youth returning the surveys C. Percent (A/B)	X	
5	Number and percent of program staff with increased knowledge of program area	Increase program support	The number and percent of program staff who gained a greater knowledge of the delinquency prevention program area through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of program staff trained during the reporting period who report increased knowledge B. Number of program staff trained during the reporting period and returning surveys C. Percent (A/B)	X	

TITLE V AND FORMULA GRANTS PERFORMANCE MEASURE KEY

Short Term: Occurs during or by the end of the program.
Long Term: Occurs 6 months to 1 year after program completion.
Annual Term: Occurs once a year.

Bold: Mandatory measure.
Bold*: Mandatory for intervention programs only.
Bold:** Mandatory for prevention programs only.

PROGRAM AREA 10. DISPROPORTIONATE MINORITY CONTACT
OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	FORMULA GRANTS OR TITLE V FUNDS ALLOCATED OR AWARDED FOR DMC AT THE STATE AND LOCAL LEVELS	Increase organizational/ system capacity	The amount of funds in whole dollars that are allocated at the state level for the DMC Coordinator and awarded for DMC at the state and local levels during the reporting period. Program records are the preferred data source.	Dollars allocated and awarded for DMC
2	Number of FTEs funded with FG \$	Increase organizational/ system capacity	The number of DMC Coordinators funded with FG funds, as measured through the number of Full-Time Equivalents (FTEs), working on DMC at the state or local levels during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	Number of Full-Time Equivalent DMC Coordinators paid with FG \$
3	+ NUMBER OF PROGRAMS IMPLEMENTED	Increase organizational/ system capacity	This number is provided by the state agency only and should present an aggregate of all DMC-related programs implemented. The number of state programs in operation at the state and local levels during the reporting period. FG files are the preferred data source.	Number of DMC-related programs in operation during the reporting period.
4	Number and percent of program staff trained	Increase organizational/ system capacity	The number and percent of program staff who are trained on DMC-related issues such as improving staff's understanding of cultural differences, cultural context, cultural diversity, cultural awareness, bias, multicultural workplaces, etc. during the reporting period. The number is the raw number of staff who receive any formal training relevant to the program or their position as program or state-level staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Training records are the preferred data source.	D. Number of staff who participated in training E. Total number of staff F. Percent (A/B)
5	Number of hours of program staff training provided	Increase organizational/ system capacity	The number of DMC-related training hours provided to program staff during the reporting period of the program. Training includes in-house and external trainings, conducted and available to staff.	Number of DMC-related hours of training provided to staff
6	Number of <u>non-program</u> personnel trained	Increase organizational/ system capacity	The number of non-program people who are trained on DMC-related issues such as improving understanding of cultural differences, cultural context, cultural diversity, cultural awareness, bias, multicultural workplaces, etc. during the reporting period. The number is the raw number of non-program people from law enforcement, courts, other related agencies, or community members who participate in training, conferences, or workshops. Although DMC program staff may also participate in such training (e.g., statewide or local DMC conferences) do not count them here. Count them under #4.	Number of non-program people who participated in training
7	Number of hours of <u>non-program</u> personnel training provided	Increase organizational/ system capacity	The number of DMC-related training hours provided to non-program people during the reporting period. Include DMC training, conferences, and workshops conducted not just for DMC program staff only but for juvenile justice system personnel at large (e.g. law enforcement, court, etc.), and other related agencies and community members.	Number of DMC-related hours of training provided to non-program personnel
8	Number of program materials developed	Increase organizational/ system capacity	The number of DMC-related materials developed during the reporting period. Include only substantive materials such as cultural competency or DMC curricula, brochures, videos about DMC, etc. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed.	Number of program materials developed during reporting period
9	+ NUMBER OF PROGRAM YOUTH SERVED	Improve program activities	An unduplicated count of the number of youth served by the program during the reporting period. Definition of the number of youth served for a reporting period is the number of program youth carried over from previous reporting period, plus new admissions during the reporting period. In calculating the 3-year summary, the total number of youth served is the number of participants carried over from the year previous to the first fiscal year, plus all new admissions during the 3 reporting fiscal years. Program records are the preferred data source.	Number of program youth carried over from the previous reporting period, plus new admissions during the reporting period.

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
10	Number of service hours completed	Improve program activities	The number of hours of service completed by program youth during the reporting period. Service is any explicit activity (such as program contact, counseling sessions, course curriculum, community service, etc.) delivered by program staff or other professionals dedicated to completing the program requirements. Program records are the preferred data source.	Total number of program youth service hours
11	Average length of stay in program	Improve program efficiency	The average length of time (in days) clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those that do not. Program records are the preferred data source.	D. Total number of days between intake and program exit across all clients served E. Number of cases closed F. A/B
12	Number of planning activities conducted	Improve planning and development	The number of DMC-related planning activities undertaken during the reporting period. Activities include number of Memoranda of Understanding (MOUs) developed, number of DMC Subcommittee meetings held, etc.	Number of planning activities undertaken
13	Number of assessment studies conducted	Improve planning and development	The number of DMC assessment studies undertaken during the reporting period to determine factors contributing to DMC.	Number of assessment studies undertaken
14	Number of data improvement projects implemented	Improve planning and development	The number of data improvement projects funded at the state or local levels specifically to improve the quality and completeness of DMC data.	Number of projects funded during the reporting period
15	Number of objective decision-making tools developed	Improve planning and development	Report whether any objective decision-making tools were developed, such as detention risk, risk assessment, needs assessment, mental health assessment were developed to determine the supervision needs of the youth.	Number of tools developed
16	Number of program/agency policies or procedures created, amended, or rescinded	Improve planning and development	The number of DMC-related policies or procedures created, amended or rescinded during the reporting period. Policies or procedures can be developed at the state or local levels. A policy is a plan or specific course of action that guides the general goals and directives of the program or agency. Include policies that are either relevant to the topic area of the program or policies that affect program operations.	Number of program/agency policies or procedures created, amended, or rescinded

PROGRAM AREA 10. DISPROPORTIONATE MINORITY CONTACT

OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	REPORTING TERM	
					SHORT	LONG
1	+ NUMBER OF <u>STATE</u> AGENCIES REPORTING IMPROVED DATA COLLECTION SYSTEMS	Improve system effectiveness	The number of state-level agencies that show improved data collection systems as evidenced by an ability to collect data by race; collect data by race with increased accuracy and consistency; report timely data collection and submission, etc. during the reporting period. Data improvement project files are the preferred data source.	Number of improved state-level data collection systems during the reporting period.	X	X
2	+ NUMBER OF <u>LOCAL</u> AGENCIES REPORTING IMPROVED DATA COLLECTION SYSTEMS	Improve system effectiveness	The number of local-level agencies that show improved data collection systems as evidenced by an ability to collect data by race; collect data by race with increased accuracy and consistency; report timely data collection and submission, etc. during the reporting period. Data improvement project files are the preferred data source.	Number of improved local-level data collection systems during the reporting period.	X	X
3	Number of minority staff hired	Improve system effectiveness	The number of staff of a specific minority group hired during the reporting period.	The number of minority staff hired	X	
4	+ * NUMBER AND PERCENT OF PROGRAM YOUTH WHO OFFEND OR REOFFEND	Reduce delinquency	The number of program youth who were rearrested or seen at juvenile court for a new delinquent offense. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.	A. Number of program youth with a new offense B. Number of youth in program C. Percent (A/B)	X	X
5	+ ** NUMBER AND PERCENT OF PROGRAM YOUTH EXHIBITING DESIRED CHANGE IN TARGETED BEHAVIOR.	Improve prosocial behaviors	Select as many as apply from 5A-5D			
5A	Substance abuse	Improve prosocial behaviors	The number of program youth who have exhibited a decrease in substance abuse. Self-report or staff rating are most likely data sources.	D. Number of program youth with the noted behavioral change E. Number of youth in program F. Percent (A/B)	X	x
5B	School attendance	Improve prosocial behaviors	The number of program youth who have exhibited an increase in school attendance. Self-report or staff rating are most likely data sources.	D. Number of program youth with the noted behavioral change E. Number of youth in program F. Percent (A/B)	X	X
5C	Family relationships	Improve prosocial behaviors	The number of program youth who have exhibited an improvement in family relationships. Self-report or staff rating are most likely data sources.	D. Number of program youth with the noted behavioral change E. Number of youth in program F. Percent (A/B)	X	X
5D	Antisocial behavior	Improve prosocial behaviors	The number and percent of program youth who have exhibited a decrease in antisocial behavior. Self-report or staff rating are most likely data sources.	D. Number of program youth with the noted behavioral change E. Number of youth in program F. Percent (A/B)	X	X
6	+ NUMBER AND PERCENT OF PROGRAM YOUTH COMPLETING PROGRAM REQUIREMENTS	Increase accountability	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	D. Number of program youth who exited the program having completed program requirements E. Number of youth who left the program D. Percent (A/B)	X	
7	Number and percent of program families satisfied with program	Increase program support	The number of program families who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	E. Number of program families who report being satisfied with the program F. Number program families that returned the surveys G. Percent (A/B)	X	

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	REPORTING TERM	
					SHORT	LONG
8	Number and percent of program youth satisfied with program	Increase program support	The number of program youth who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of program youth who report being satisfied with the program B. Number of program youth that returned the surveys C. Percent (A/B)	X	
9	Number and percent of program staff with increased knowledge of program area	Increase program support	The number of program staff who gained a greater knowledge of DMC and DMC-related topics through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of program staff trained during the reporting period who report increased knowledge B. Number of program staff trained during the reporting period and returning surveys C. Percent (A/B)	X	
10	Number and percent of non-program personnel with increased knowledge of program area	Increase program support	The number of non-program personnel, such as representatives from law enforcement, courts, referral agencies, or community members who gained a greater knowledge of DMC and DMC-related topics through trainings or other formal learning opportunities. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of non-program personnel trained during the reporting period who report increased knowledge B. Number of non-program personnel trained during the reporting period and returning surveys C. Percent (A/B)	X	
11	+ NUMBER OF CONTRIBUTING FACTORS DETERMINED FROM ASSESSMENT STUDIES	Reduce DMC	Assessment studies are conducted to determine the factors contributing to disproportionality at certain juvenile justice system contact points for certain racial/ethnic minority(ies). Count the number of factors in the family, the educational system, the juvenile justice system, and the socioeconomic conditions determined to have contributed to minority overrepresentation at certain juvenile justice system contact points.	Number of contributing factors determined from assessment studies.	X	
12	+ NUMBER OF CONTACT POINTS REPORTING REDUCTION IN DISPROPORTIONALITY AT THE STATE LEVEL	Reduce DMC	Number of contact points reporting significant disproportionality at the <i>state</i> level during the reporting period compared with the last reporting period. Contact points include arrest, referral to juvenile court, diversion, detention, petition filed, found delinquent, probation, secure confinement, and transfer/waiver to adult court.	Number of contact points (arrest, referral to juvenile court, diversion, detention, petition filed, found delinquent, probation, secure confinement, and transfer/waiver to adult court) reporting significant disproportionality at the state level during the current reporting period.		X
13	+ NUMBER OF CONTACT POINTS REPORTING REDUCTION IN DISPROPORTIONALITY AT THE LOCAL LEVEL	Reduce DMC	Number of contact points reporting significant disproportionality at the <i>local</i> level during the reporting period compared with the last reporting period. Contact points include arrest, referral to juvenile court, diversion, detention, petition filed, found delinquent, probation, secure confinement, and transfer/waiver to adult court.	Number contact points (arrest, referral to juvenile court, diversion, detention, petition filed, found delinquent, probation, secure confinement, and transfer/waiver to adult court) reporting significant disproportionality at the local level during the current reporting period.		X
14	+ NUMBER AND PERCENT OF RECOMMENDATIONS FROM ASSESSMENT STUDIES IMPLEMENTED	Reduce DMC	Assessment studies contain multiple recommendations. Count the total number of those chosen for implementation.	A. Number of recommendations chosen for implementation B. Number of recommendations made C. Percent (A/B)		X

PERFORMANCE MEASURE KEY	
Short Term:	Occurs during or by the end of the program.
Long Term:	Occurs 6 months to 1 year after program completion.
Annual Term:	Occurs once a year.
Bold:	Mandatory measure.
Bold*:	Mandatory for intervention programs only.
Bold**:	Mandatory for prevention programs only.
+	Mandatory only if applicable (if not applicable, choose a different measure).

PROGRAM AREA 13. GENDER-SPECIFIC SERVICES

OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	TV OR FG FUNDS AWARDED FOR SERVICES	Increase organizational capacity	The amount of Title V or Formula Grants funds in whole dollars that are awarded for gender specific services during the reporting period. Program records are the preferred data source.	Funds awarded to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memoranda of Understanding or interagency agreements developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memoranda of Understanding developed
3	Number of program slots available	Increase organizational capacity	The number of client service slots available during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots available during the reporting period
4	Number of FTEs funded by FG or Title V \$	Increase organizational capacity	The number of staff funded through Title V or Formula Grants, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program by 2080.	Number of Full-Time Equivalents funded by FG or Title V \$
5	Number of program materials developed	Increase organizational capacity	The number of materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed
6	Number and percent of program staff trained	Increase organizational capacity	The number and percent of program staff who are trained in gender-specific services during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	G. Number of staff who participated in training H. Total number of staff I. Percent (A/B)
7	Number of hours of program staff training provided	Increase organizational capacity	The number of gender-specific training hours provided to program staff during the reporting period. Training includes in-house and external trainings.	Number of hours of training provided to staff
8	Number of planning activities conducted	Improve planning and development	The number of planning activities undertaken during the reporting period. Planning activities include meetings held, needs assessments undertaken, etc.	Number of planning activities undertaken
9	Number/percent of program/ agency policies or procedures, created, amended, or rescinded	Improve planning and development	The number and percent of program/agency policies or procedures created, amended, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of the program or agency. Include policies that are relevant to the topic area of the program or policies that affect program operations.	Number of policies or procedures, created, amended, or rescinded
10	Use of best practice model (Y/N) ²	Improve program quality	Report whether a best practice model was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance abuse. Model programs can come from many valid sources (e.g., Blueprints, OJJDP's Model Programs Guide, SAMHSA's Model Programs, state model program resources, etc.).	Was the program implementing a best practice model? (Yes or No response)
11	NUMBER OF PROGRAM YOUTH SERVED	Improve program activities	An unduplicated count of the number of youth served by the program during the reporting period. Definition of the number of youth served for a reporting period is the number of program youth carried over from previous reporting period, plus new admissions during the reporting period. In calculating the 3-year summary,	Number of program youth carried over from the previous reporting period, plus new admissions during the reporting period.

² This measure should be reported only once during the initial reporting phase of the program.

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
			the total number of youth served is the number of participants carried over from the year previous to the first fiscal year, plus all new admissions during the 3 reporting fiscal years. Program records are the preferred data source.	
12	Number of service hours completed	Improve program activities	The number of hours of service completed by program youth during the reporting period. Service is any explicit activity (such as program contact, counseling sessions, course curriculum, community service, etc.) delivered by program staff or other professionals dedicated to completing the program requirements. Program records are the preferred data source.	Total number of program youth service hours
13	Average length of stay in program	Improve program efficiency	The average length of time (in days) that clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those who do not. Program records are the preferred data source.	G. Total number of days between intake and program exit across all program youth exiting program H. Number of cases closed I. A/B

PROGRAM AREA 13. GENDER-SPECIFIC SERVICES

OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	REPORTING TERM	
					SHORT	LONG
1	* NUMBER AND PERCENT OF PROGRAM YOUTH WHO OFFEND OR REOFFEND	Reduce delinquency	The number and percent of program youth who were rearrested or seen at juvenile court for a new delinquent offense. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.	D. Number of program youth with a new offense E. Number of youth in program F. Percent (A/B)	X	X
2	Number and percent of program youth charged with formal probation violations	Increase accountability	The number and percent of program youth who have been charged with a formal probation violation. Official records are the preferred data source.	A. Number of program youth charged with probation violation B. Number of youth in program C. Percent (A/B)	X	X
3	Number and percent of program youth committed to correctional facility	Increase accountability	The number and percent of program youth who have been ordered to a correctional facility. Include youth mandated to any secure residential facility including juvenile correctional and adult corrections facilities. Official records are the preferred data source.	A. Number of program youth enrolled in a correctional facility B. Number of youth in program C. Percent (A/B)	X	X
4	** NUMBER AND PERCENT OF PROGRAM YOUTH EXHIBITING DESIRED CHANGE IN TARGETED BEHAVIORS	Improve prosocial behaviors	Select as many as apply from 4A-4E			
4A	Substance use	Improve prosocial behaviors	The number and percent of program youth who have exhibited a decrease in substance use. Self-report, staff rating, or urinalysis are most likely data sources.	G. Number of program youth with the noted behavioral change H. Number of youth in program I. Percent (A/B)	X	X
4B	Self esteem	Improve prosocial behaviors	The number and percent of program youth who have exhibited an increase in self-esteem. Self-report or staff rating are most likely data sources.	G. Number of program youth with the noted behavioral change H. Number of youth in program I. Percent (A/B)	X	X
4C	Body image	Improve prosocial behaviors	The number and percent of program youth who have exhibited an improvement in body image. Self-report or staff rating are most likely data sources.	G. Number of program youth with the noted behavioral change H. Number of youth in program I. Percent (A/B)	X	X
4D	Family relationships	Improve prosocial behaviors	The number and percent of program youth who have exhibited an improvement in family relationships. Self-report or staff rating are most likely data sources.	G. Number of program youth with the noted behavioral change H. Number of youth in program I. Percent (A/B)	X	X

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	REPORTING TERM	
					SHORT	LONG
4E	Perception of social support	Improve prosocial behaviors	The number and percent of program youth who have exhibited an improvement in the perception of social support. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth in program C. Percent (A/B)	X	X
5	NUMBER AND PERCENT OF PROGRAM YOUTH COMPLETING PROGRAM REQUIREMENTS	Increase accountability	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	F. Number of program youth who exited the program having completed program requirements G. Number of youth who left the program H. Percent (A/B)	X	
6	Number and percent of program families satisfied with program	Increase program support	The number and percent of program families satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	H. Number of program families satisfied with the program I. Number program families returning the surveys J. Percent (A/B)	X	
7	Number and percent of program youth satisfied with program	Increase program support	The number and percent of program youth satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of program youth who report being satisfied with the program E. Number of program youth returning the surveys F. Percent (A/B)	X	
8	Number and percent of program staff with increased knowledge of the program area	Increase program support	The number and percent of staff who gained a greater knowledge of the gender specific program area through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	D. Number of staff trained during the reporting period who report increased knowledge E. Number of staff trained during the reporting period and returning surveys F. Percent (A/B)	X	

TITLE V AND FORMULA GRANTS PERFORMANCE MEASURE KEY	
Short Term:	Occurs during or by the end of the program.
Long Term:	Occurs 6 months to 1 year after program completion.
Annual Term:	Occurs once a year.
Bold:	Mandatory measure.
Bold*:	Mandatory for intervention programs only.
Bold**:	Mandatory for prevention programs only.

PROGRAM AREA 19. JUVENILE JUSTICE SYSTEM IMPROVEMENT

OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	FG FUNDS AWARDED (FOR JJ SYSTEM IMPROVEMENT)	Increase organizational capacity	The amount of Formula Grants funds in whole dollars that are awarded to initiatives to improve juvenile justice system improvement practices, policies, or procedures on a systemwide basis during the reporting period. Program records are the preferred data source.	FG funds awarded to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memoranda of Understanding in effect during reporting period. Include all <i>formal partnership</i> or coordination agreements. Program records are the preferred data source.	Number of Memoranda of Understanding developed
3	Number of program materials developed	Increase organizational capacity	The number of program materials related to juvenile justice system improvement that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of program materials developed
4	Number of planning activities conducted	Improve planning and development	The number of planning activities undertaken during the reporting period. Planning activities include meetings held, needs assessments undertaken, etc.	Number of planning activities undertaken
5	Number and percent of program staff trained	Increase organizational capacity	The number and percent of program staff trained during reporting period. The number is the raw number of program staff receiving any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	J. Number of program staff who participated in training K. Total number of program staff L. Percent (A/B)
6	Number of hours of program staff training provided	Increase organizational capacity	The number of training hours provided to program staff during the reporting period. Training includes in-house and external trainings.	Number of hours of training provided to program staff
7	Number of system improvement initiatives	Increase organizational capacity	The number of current initiatives dedicated to improving practices, policies, or procedures on a systemwide basis during the reporting period.	Number of current initiatives
8	+ NUMBER OF PROGRAMS IMPLEMENTED	Increase organizational capacity	The number of new programs implemented during the reporting period.	Number of new programs implemented
9	Number of systemwide IT improvements implemented	Increase organizational capacity	The number of systemwide information technology improvements (development, operation, maintenance, and incorporation of new technologies) implemented during the reporting period.	Number of IT improvements implemented
10	Number of RAIs developed	Improve planning and development	Report the number of risk assessment instruments developed to determine the supervision level of the youth.	Number of risk assessment instruments developed
11	Number of program/agency policies or procedures created, amended, or rescinded	Improve planning and development	The number of program/agency policies or procedures created, amended, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of the program or agency. Include policies that are relevant to the topic area of the program or policies that affect program operations.	Number of program/agency policies or procedures created, amended, or rescinded
12	Number research studies conducted	Improve planning and development	The number of research studies conducted during the reporting period. Research studies are activities that involve data collection and analysis in a juvenile justice area. Findings and recommendations from such studies are intended to improve juvenile justice policy and practice decisions.	Number of studies conducted
13	+ NUMBER OF PROGRAM YOUTH SERVED	Improve program activities	An unduplicated count of the number of youth served by the program during the reporting period. Definition of the number of youth served for a reporting period is the number of program youth carried over from previous reporting period, plus new admissions during the reporting period. In calculating the 3-year summary, the total number of youth served is the number of participants carried over from the year previous to the first fiscal year, plus all new admissions during the 3 reporting fiscal years. Program records are the preferred data source.	Number of program youth carried over from the previous reporting period, plus new admissions during the reporting period.
14	Number of service hours completed	Improve program activities	The number of hours of service completed by program youth during the reporting period. Service is any explicit activity (such as program contact, counseling sessions, course curriculum, community service, etc.) delivered by program staff or other professionals dedicated to completing the program requirements. Program records are the preferred data source.	Total number of program youth service hours

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
15	Number of process evaluations conducted	Improve program activities	Process evaluation focuses on how a program was implemented and operates. It identifies the procedures undertaken and the decisions made in developing the program. It describes how the program operates, the services it delivers, and the functions it carries out. Like monitoring evaluation, process evaluation addresses whether the program was implemented and is providing services as intended.	Number of evaluations conducted
16	Number of impact or outcome evaluations conducted	Improve program activities	Impact or outcome evaluations that focus on the broad, long-term impacts or results of program activities. They measure both the short-term and long-term effectiveness of program services on the youth, system, or community.	Number of evaluations conducted
17	Average length of stay in program	Improve program efficiency	The average length of time (in days) that clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those who do not. Program records are the preferred data source.	J. Total number of days between intake and program exit across all program youth exiting program K. Number of cases closed L. A/B

PROGRAM AREA 19. JUVENILE JUSTICE SYSTEM IMPROVEMENT

OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	REPORTING TERM
					LONG
1	+ NUMBER AND PERCENT OF YOUTH COMPLETING PROGRAM REQUIREMENTS	Increase accountability	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	I. Number of program youth who exited the program having completed program requirements J. Number of youth to exit the program K. Percent (A/B)	X
2	+ NUMBER AND PERCENT OF PROGRAM YOUTH EXHIBITING A DESIRED CHANGE IN TARGETED BEHAVIORS	Improve prosocial behaviors	Select as many as apply from 2A-2C		
2A	Substance use	Improve prosocial behaviors	The number and percent of program youth who have exhibited a decrease in substance use. Self-report, staff rating, or urinalysis are most likely data sources.	J. Number of program youth with the noted behavioral change K. Number of youth in program L. Percent (A/B)	X
2B	Antisocial behavior	Improve prosocial behaviors	The number and percent of program youth who have exhibited a decrease in antisocial behavior. Self-report or staff rating are most likely data sources.	J. Number of program youth with the noted behavioral change K. Number of youth in program L. Percent (A/B)	X
2C	Family relationships	Improve prosocial behaviors	The number and percent of program youth who have exhibited an improvement in family relationships. Self-report or staff rating are most likely data sources.	J. Number of program youth with the noted behavioral change K. Number of youth in program L. Percent (A/B)	X
3	Percent change in the ADP in secure detention	Improve system effectiveness	The percent change in the number of preadjudicated and postadjudicated juveniles in secure detention. Official records are the preferred data source.	A. Number of juveniles in detention in the current year B. Number of juveniles in detention in the previous year C. Percent change (A-B/B)	X
4	Percent change of ALOS in secure detention	Improve system effectiveness	The percent change in the average length of stay (ALOS) in days that juveniles reside in a secure juvenile detention facility. Official records are the preferred data source.	A. Average length of stay in detention in the current year. B. Average length of stay in the previous year C. Percent change (A-B/B)	X
5	Number and percent of programs evaluated as effective	Improve system effectiveness	Number and percent of programs funded in the reporting period that were found to be successful through an outcome evaluation.	A. Number of funded programs that were successful B. Number of funded programs C. A/B	X
6	Number of agencies sharing automated data	Improve system effectiveness	Number of agencies using automated information systems that enable the appropriate sharing of justice information during the reporting period.	Number of agencies	X
7	Number of recommendations implemented	Increase system effectiveness	Number of recommendations from the evaluation/research study that were implemented.	Number of recommendations implemented	X
8	Number of programs modified based on evaluation/research study results	Increase system effectiveness	Number of program modifications made due to the results of evaluations/research studies.	Number of program modifications	X
9	Average length of time between intake and initial court appearance	Increase system capacity	Average length of time (in days) between intake and initial court appearance across all youth during the reporting period. Judicial records are the preferred data	A. Total number of days between Intake and initial court appearance B. Number of youth served C. A/B	X

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	REPORTING TERM
					LONG
			source.		
10	+ AVERAGE LENGTH OF TIME BETWEEN INITIAL COURT APPEARANCE AND DISPOSITION	Increase system capacity	Length of time (in days) between initial court appearance and disposition during the reporting period. Judicial records are the preferred data source.	A. Total number of days initial court appearance and disposition B. Number of cases disposed C. A/B	X
11	Average length of time between disposition and placement	Increase system capacity	Length of time (in days) between disposition and placement during the reporting period. Judicial records are the preferred data source.	A. Total number of days between disposition and placement B. Number of youth placed C. A/B	X
12	Number and percent of program families satisfied with program	Increase program support	The number of program families who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	K. Number of program families who report being satisfied with the program L. Number program families that returned the surveys M. Percent (A/B)	X
13	Number and percent of program youth satisfied with program	Increase program support	The number of program youth who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	D. Number of program youth who report being satisfied with the program E. Number of program youth that returned the surveys F. Percent (A/B)	X
14	Number and percent of program staff with increased knowledge of program area	Increase program support	The number of program staff who gained a greater knowledge of the program area through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	D. Number of program staff trained during the reporting period who report increased knowledge E. Number of program staff trained during the reporting period and returning surveys F. Percent (A/B)	X
15	Number and percent of non-program personnel with increased knowledge of program area	Increase program support	The number of non-program personnel, such as representatives from law enforcement, courts, referral agencies, or community members who gained a greater knowledge through trainings or other formal learning opportunities. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of non-program personnel trained during the reporting period who report increased knowledge B. Number of non-program personnel trained during the reporting period and returning surveys C. Percent (A/B)	X

FORMULA GRANTS PERFORMANCE MEASURE KEY

Short Term: Occurs during or by the end of the program.
Long Term: Occurs 6 months to 1 year after program completion.
Annual Term: Occurs once a year.

Bold: Mandatory measure.
Bold*: Mandatory if applicable (if not applicable, select another measure)
+: If applicable (if not applicable, select another measure)

PROGRAM AREA 20. MENTAL HEALTH SERVICES

OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	FG OR TV FUNDS AWARDED FOR SERVICES	Increase organizational capacity	The amount of Formula Grants or Title V funds in whole dollars that are awarded for graduated sanctions during the reporting period. Program records are the preferred data source.	FG funds awarded to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memoranda of Understanding or interagency agreements developed during reporting period. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memoranda of Understanding developed
3	Number of program slots available	Increase organizational capacity	The number of client service slots available during the reporting period. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots available
4	Number of FTEs funded with FG or Title V \$	Increase organizational capacity	The number of staff funded by Formula Grants or Title V, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program by 2080.	Number of Full-Time Equivalents funded by FG or Title V \$
5	Number of program materials developed	Increase organizational capacity	The number of program materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed
6	Number and percent of program staff trained	Increase organizational capacity	The number and percent of program staff who are trained in graduated sanctions during reporting period. The number is the raw number of program staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	M. Number of program staff who participated in training N. Total number of program staff O. Percent (A/B)
7	Number of hours of program staff training provided	Increase organizational capacity	The number of training hours in mental health provided to program staff during the reporting period. Training includes in-house and external trainings.	Number of hours of training provided to program staff
8	Number of planning activities conducted	Improve planning and development	The number of planning activities undertaken during the reporting period. Planning activities include meetings held, needs assessments undertaken, etc.	Number of planning activities undertaken
9	Number of program/agency policies or procedures created, amended, or rescinded	Improve planning and development	The number of program/agency policies or procedures created, amended, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of the program or agency. Include policies that are relevant to the topic area of the program or policies that affect program operations.	Number of policies or procedures created, amended, or rescinded
10	Use of best practice model (Y/N) ³	Improve program quality	Report whether a best practice model was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance abuse. Model programs can come from many valid sources (e.g., Blueprints, OJJDP's Model Programs Guide, SAMHSA's Model Programs, state model program resources, etc.).	Was the program implementing a best practice model? (Yes or No response)

³ This measure should be reported only once during the initial reporting phase of the program.

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
11	NUMBER OF PROGRAM YOUTH SERVED	Improve program activities	An unduplicated count of the number of youth served by the program during the reporting period. Definition of the number of youth served for a reporting period is the number of program youth carried over from previous reporting period, plus new admissions during the reporting period. In calculating the 3-year summary, the total number of youth served is the number of participants carried over from the year previous to the first fiscal year, plus all new admissions during the 3 reporting fiscal years. Program records are the preferred data source.	Number of program youth carried over from the previous reporting period, plus new admissions during the reporting period.
12	Number of youth referred	Improve program activities	The number of youth referred to mental health services during the reporting period. Include all youth who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	Number of youth referred
13	Number of youth screened/ assessed	Improve program activities	The number of youth screened at the intake procedure during the reporting period. Include all youth who met the program's minimum criteria for participation. Program records are the preferred data source.	A. Number of youth who are screened B. Number of youth in program C. Percent (A/B)
14	Number of program youth with formal psychological/ psychiatric evaluations	Improve program activities	The number of program youth who received formal psychological/ psychiatric evaluations to diagnosis and treat psychopathology during the reporting period. Program records are the preferred data source.	A. Number of program youth who are screened B. Number of youth in program C. Percent (A/B)
15	Number of service hours completed	Improve program activities	The number of hours of service completed by program youth during the reporting period. Service is any explicit activity (such as program contact, counseling sessions, course curriculum, community service, etc.) delivered by program staff or other professionals dedicated to completing the program requirements. Program records are the preferred data source.	Total number of program youth service hours
16	Average length of stay in program	Improve program efficiency	The average length of time (in days) that clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those who do not. Program records are the preferred data source.	M. Total number of days between intake and program exit across all youth exiting program N. Number of cases closed O. A/B

PROGRAM AREA 20. MENTAL HEALTH OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM	
					SHORT	LONG
1	* NUMBER AND PERCENT OF PROGRAM YOUTH WHO OFFEND OR REOFFEND	Reduce delinquency	The number and percent of program youth who were rearrested or seen at juvenile court for a new delinquent offense. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.	G. Number of program youth with a new offense H. Number of youth in program I. Percent (A/B)	X	X
2	Number and percent of program youth charged with formal probation violations	Increase accountability	The number and percent of program youth who have been charged with a formal probation violation. Official records are the preferred data source.	D. Number of program youth charged with probation violation E. Number of youth in program F. Percent (A/B)	X	X
3	** NUMBER AND PERCENT OF YOUTH EXHIBITING DESIRED CHANGE IN TARGETED BEHAVIORS	Improve prosocial behaviors	The number and percent of program youth who have exhibited a change in targeted mental health issues. Self-report or staff rating are most likely data sources.	A. Number of program youth with the noted behavioral change B. Number of youth	X	X

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	TERM	
					SHORT	LONG
				in program C. Percent (A/B)		
4	NUMBER AND PERCENT OF PROGRAM YOUTH COMPLETING PROGRAM REQUIREMENTS	Increase accountability	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	L. Number of program youth who exited the program having completed program requirements M. Number of youth who left the program N. Percent (A/B)	X	
5	Number and percent of program youth complying with aftercare plan	Increase accountability	The number and percent of program youth who are complying with their individual mental health aftercare plan.	N. Number of program youth complying with mental health aftercare plan O. Number of youth in the program P. Percent (A/B)		X
6	Number and percent of program families satisfied with program	Increase program support	The number and percent of program families satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of program families satisfied with the program B. Number program families returning the surveys C. Percent (A/B)	X	
7	Number and percent of program youth satisfied with program	Increase program support	The number and percent of program youth satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	G. Number of program youth satisfied with the program H. Number of program youth returning the surveys I. Percent (A/B)	X	
8	Number and percent of program staff with increased knowledge of program area	Increase program support	The number and percent of program staff who gained a greater knowledge of the mental health program area through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	G. Number of program staff trained during the reporting period who report increased knowledge H. Number of program staff trained during the reporting period and returning surveys I. Percent (A/B)	X	

TITLE V AND FORMULA GRANTS PERFORMANCE MEASURE KEY

Short Term: Occurs during or by the end of the program.
Long Term: Occurs 6 months to 1 year after program completion.
Annual Term: Occurs once a year.

Bold: Mandatory measure.
Bold*: Mandatory for intervention programs only.
Bold:** Mandatory for prevention programs only.

PROGRAM AREA 26. RURAL AREA JUVENILE PROGRAMS

OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	TV OR FG FUNDS AWARDED FOR SERVICES	Increase organizational capacity	The amount of Title V or Formula Grants funds in whole dollars that are awarded for rural services during the reporting period. Program records are the preferred data source.	TV or FG funds awarded to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memoranda of Understanding or interagency agreements developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memoranda of Understanding developed
3	Number of program slots available	Increase organizational capacity	The number of client service slots available during the reporting period. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots available during the reporting period
4	Number of FTEs funded with TV or FG \$	Increase organizational capacity	The number of staff funded through Title V or Formula Grants, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program by 2080.	Number of Full-Time Equivalents
5	Number of program materials developed	Increase organizational capacity	The number of program materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of program materials developed
6	Number and percent of program staff trained	Increase organizational capacity	The number and percent of program staff who are trained in rural issues during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	P. Number of program staff who participated in training Q. Total number of program staff R. Percent (A/B)
7	Number of hours of program staff training provided	Increase organizational capacity	The number of training hours in rural issues provided to program staff during the reporting period of the program. Training includes in-house and external trainings.	Number of hours of training provided to program staff
8	Number of planning activities conducted	Improve planning and development	The number of planning activities undertaken during the reporting period. Planning activities include meetings held, needs assessments undertaken, etc.	Number of planning activities undertaken
9	Number of program/agency policies or procedures, created, amended, or rescinded	Improve planning and development	The number of program/agency policies or procedures created, amended, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of the program or agency. Include policies that are relevant to the topic area of the program or policies that affect program operations.	Number of program/agency policies or procedures, created, amended, or rescinded
10	Use of best practice model (Y/N) ⁴	Improve program quality	Report whether a best practice model was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance abuse. Model programs can come from many valid sources (e.g., Blueprints, OJJDP's Model Programs Guide, SAMHSA's Model Programs, State model program resources, etc.).	Was the program implementing a best practice model? (Yes or No response)
11	NUMBER OF PROGRAM YOUTH SERVED	Improve program activities	An unduplicated count of the number of youth served by the program during the reporting period. Definition of the number of youth served for a reporting period is the number of program youth carried over from previous reporting period, plus new admissions during the reporting period. In calculating the 3-year summary, the total number of youth served is the number of participants carried over from the year previous to the first fiscal year, plus all new admissions during the 3 reporting fiscal years. Program records are	Number of program youth carried over from the previous reporting period, plus new admissions during the reporting period.

⁴ This measure should be reported only once during the initial reporting phase of the program.

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
			the preferred data source.	
12	Number of service hours completed	Improve program activities	The number of hours of service completed by program youth during the reporting period. Service is any explicit activity (such as program contact, counseling sessions, course curriculum, community service, etc.) delivered by program staff or other professionals dedicated to completing the program requirements. Program records are the preferred data source.	Total number of program youth service hours
13	Average length of stay in program	Improve program efficiency	The average length of time (in days) that clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those who do not. Program records are the preferred data source.	P. Total number of days between intake and program exit across all youth exiting program Q. Number of cases closed R. A/B

PROGRAM AREA 26. RURAL AREA JUVENILE PROGRAM

OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	REPORTING TERM	
					SHORT	LONG
1	* NUMBER AND PERCENT OF PROGRAM YOUTH WHO OFFEND OR REOFFEND	Reduce delinquency	The number and percent of program youth who were rearrested or seen at juvenile court for a new delinquent offense. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.	J. Number of program youth with a new offense K. Number of youth in program L. Percent (A/B)	X	X
2	Number and percent of program youth charged with formal probation violations	Increase accountability	The number and percent of program youth who have been charged with a formal probation violation. Official records are the preferred data source.	G. Number of program youth charged with probation violation H. Number of youth in program I. Percent (A/B)	X	X
3	Number and percent of program youth committed to correctional facility	Increase accountability	The number and percent of program youth who have been ordered to a correctional facility. Include youth mandated to any secure residential facility including juvenile correctional and adult corrections facilities. Official records are the preferred data source.	A. Number of program youth enrolled in a correctional facility B. Number of youth in program C. Percent (A/B)	X	X
4	** NUMBER AND PERCENT OF PROGRAM YOUTH EXHIBITING DESIRED CHANGE IN TARGETED BEHAVIORS	Improve prosocial behaviors	Select as many as apply from 4A-4D			
4A	Substance use	Improve prosocial behaviors	The number and percent of program youth who have exhibited a decrease in substance use. Self-report or staff rating are most likely data sources.	M. Number of program youth with the noted behavioral change N. Number of youth in program O. Percent (A/B)	X	X
4B	Antisocial behavior	Improve prosocial behaviors	The number and percent of program youth who have exhibited a decrease in antisocial behavior. Self-report or staff rating is most likely data source.	M. Number of program youth with the noted behavioral change N. Number of youth in program O. Percent (A/B)	X	X
4C	Family relationships	Improve prosocial behaviors	The number and percent of program youth who have exhibited a n improvement in family relationships. Self-report or staff rating are most likely data sources.	M. Number of program youth with the noted behavioral change N. Number of youth in program O. Percent (A/B)	X	X
4D	Social competencies	Improve prosocial behaviors	The number and percent of program youth who have exhibited an improvement in social competencies. Self-report or staff rating is most	J. Number of program youth with the noted behavioral change	X	X

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	REPORTING TERM	
					SHORT	LONG
			likely data source.	K. Number of youth in program L. Percent (A/B)		
5	NUMBER AND PERCENT OF PROGRAM YOUTH COMPLETING PROGRAM REQUIREMENTS	Increase accountability	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	O. Number of program youth who exited the program having completed program requirements P. Number of youth who left the program Q. Percent (A/B)	X	
6	Number and percent of program families satisfied with program	Increase program support	The number of program families satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	Q. Number of program families satisfied with the program R. Number program families returning the surveys S. Percent (A/B)	X	
7	Number and percent of program youth satisfied with program	Increase program support	The number of program youth who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	J. Number of program youth satisfied with the program K. Number of program youth who returned the surveys L. Percent (A/B)	X	
8	Number and percent of program staff with increased knowledge of program area	Increase program support	The number and percent of program staff who gained a greater knowledge of the rural program area through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	J. Number of program staff trained during the reporting period who report increased knowledge K. Number of program staff trained during the reporting period and returning surveys L. Percent (A/B)	X	

TITLE V AND FORMULA GRANTS PERFORMANCE MEASURE KEY	
Short Term:	Occurs during or by the end of the program.
Long Term:	Occurs 6 months to 1 year after program completion.
Annual Term:	Occurs once a year.
Bold:	Mandatory measure.
Bold*:	Mandatory for intervention programs only.
Bold**:	Mandatory for prevention programs only.

PROGRAM AREA 32. SUBSTANCE ABUSE

OUTPUT PERFORMANCE MEASURES

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
1	TV OR FG FUNDS AWARDED FOR SERVICES	Increase organizational capacity	The amount of Title V or Formula Grants funds in whole dollars that are awarded for substance abuse programs during the reporting period. Program records are the preferred data source.	Funds awarded to program for services
2	Number of MOUs developed	Increase organizational capacity	The number of Memoranda of Understanding or interagency agreements developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memoranda of Understanding developed
3	Number of program slots available	Increase organizational capacity	The number of client service slots available during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots added during the reporting period
4	Number of FTEs funded by TV or FG	Increase organizational capacity	The number of staff funded through Title V or Formula Grants, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	Number of Full-Time Equivalents
5	Number of program materials developed	Increase organizational capacity	The number of materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, lists of local service providers. Do not include program advertisements or administrative forms such as sign-in sheets or client tracking forms. Count the number of pieces developed. Program records are the preferred data source.	Number of materials developed
6	Number and percent of program staff trained	Increase organizational capacity	The number and percent of program staff who are trained in substance abuse services during reporting period. The number is the raw number of staff to receive any formal training relevant to the program or their position as program staff. Include any training from any source or medium received during the reporting period as long as receipt can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	S. Number of staff who participated in training T. Total number of staff U. Percent (A/B)
7	Number of hours of program staff training provided	Increase organizational capacity	The number of substance abuse program training hours provided to program staff during the reporting period of the program. Training includes in-house and external trainings, conducted and available to staff.	Number of hours of training provided to staff
8	Number of planning activities conducted	Improve planning and development	The number of planning activities undertaken during the reporting period. Planning activities include meetings held, needs assessments undertaken, etc.	Number of planning activities undertaken
9	Number of program/agency policies or procedures created, amended, or rescinded	Improve planning and development	The number of program/agency policies or procedures created, amended, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of the program or agency. Include policies that are either relevant to the topic area of the program or policies that affect program operations.	Number of program/agency policies or procedures amended, created, or rescinded
10	Use of best practice model (Y/N) ⁵	Improve program quality	Report whether a best practice model was implemented by the program. Best practice models include program models that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance abuse. Model programs can come from many valid sources (e.g., Blueprints, OJJDP's Model Programs Guide, SAMHSA's Model Programs, State model program resources, etc.).	Was the program implementing a best practice model? (Yes or No response.)

⁵ This measure should be reported only once during the initial reporting phase of the program.

#	OUTPUT MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT
11	NUMBER OF PROGRAM YOUTH SERVED	Improve program activities	An unduplicated count of the number of youth served by the program during the reporting period. Definition of the number of youth served for a reporting period is the number of program youth carried over from previous reporting period, plus new admissions during the reporting period. In calculating the 3-year summary, the total number of youth served is the number of participants carried over from the year previous to the first fiscal year, plus all new admissions during the 3 reporting fiscal years. Program records are the preferred data source.	Number of program youth carried over from the previous reporting period, plus new admissions during the reporting period.
12	Number of service hours completed	Improve program activities	The number of hours of service completed by program youth during the reporting period. Service is any explicit activity (such as program contact, counseling sessions, course curriculum, community service, etc.) delivered by program staff or other professionals dedicated to completing the program requirements. Program records are the preferred data source.	Total number of program youth service hours
13	Number and percent of youth screened	Improve program activities	The number and percent of youth screened at the intake procedure during the reporting period. Include all youth who met the program's minimum criteria for participation. Program records are the preferred data source.	D. Number of youth who are screened E. Number of youth in program F. Percent (A/B)
14	Number and percent of youth assessed	Improve program activities	The number and percent of youth who are assessed for the substance abuse. Program case files are the preferred data source.	A. Number of youth that are assessed B. Number of youth in program C. Percent (A/B)
15	Number and percent of youth referred	Improve program activities	The number and percent of youth who are referred to substance abuse services. Program case files are the preferred data source.	A. Number of youth referred to SA services B. Number of youth served C. Percent (A/B)
16	Average length of stay in program	Improve program efficiency	The average length of time (in days) that clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those who do not. Program records are the preferred data source.	S. Total number of days between intake and program exit across all clients served T. Number of cases closed U. A/B

PROGRAM AREA 32. SUBSTANCE ABUSE

OUTCOME PERFORMANCE MEASURES

#	OUTCOME MEASURE	OBJECTIVE	DEFINITION	REPORTING FORMAT	REPORTING TERM	
					SHORT	LONG
1	* NUMBER AND PERCENT OF PROGRAM YOUTH WHO OFFEND OR REOFFEND	Reduce delinquency	The number and percent of program youth who were rearrested or seen at juvenile court for a new delinquent offense. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.	M. Number of program youth with a new offense N. Number of youth in program O. Percent (A/B)	X	X
2	Number and percent of program youth charged with formal probation violations	Increase accountability	The number of program youth who have been charged with a formal probation violation. Official records are the preferred data source.	J. Number of program youth charged with probation violation K. Number of youth in program L. Percent (A/B)	X	X
3	* NUMBER AND PERCENT OF PROGRAM YOUTH EXHIBITING DESIRED CHANGE IN SUBSTANCE USE	Improve prosocial behaviors	The number and percent of program youth who have exhibited a change in substance use. Self-report, staff rating, or urinalysis are most likely data sources.	P. Number of program youth with the noted behavioral change Q. Number of youth in program R. Percent (A/B)	X	X
4	NUMBER AND PERCENT OF PROGRAM YOUTH COMPLETING PROGRAM REQUIREMENTS	Increase accountability	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source.	R. Number of program youth who exited the program having completed program requirements S. Number of youth who left the program T. Percent (A/B)	X	
5	Number and percent of youth complying with their aftercare plan	Increase accountability	Number and percent of youth who comply with their designed aftercare plan once youth exit program. Program records are the preferred data source.	A. Number of youth complying with aftercare plan B. Number of youth with a aftercare plan C. Percent (A/B)		X
6	Number and percent of program families satisfied with program	Increase program support	The number of program families satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	T. Number of program families satisfied with the program U. Number program families returning the surveys V. Percent (A/B)	X	
7	Number and percent of program youth satisfied with program	Increase program support	The number of program youth who report being satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	M. Number of program youth who report being satisfied with the program N. Number of program youth who returned the surveys O. Percent (A/B)	X	
8	Number and percent of program staff with increased knowledge of program area	Increase program support	The number and percent of staff who gained a greater knowledge of the aftercare program area through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	M. Number of staff trained during the reporting period reporting increased knowledge N. Number of staff trained during the reporting period and returning surveys O. Percent (A/B)	X	

TITLE V AND FORMULA GRANTS PERFORMANCE MEASURE KEY	
Short Term:	Occurs during or by the end of the program.
Long Term:	Occurs 6 months to 1 year after program completion.
Annual Term:	Occurs once a year.
Bold:	Mandatory measure.
Bold*:	Mandatory for intervention programs only.
Bold**:	Mandatory for prevention programs only.