

APPENDIX F

GOVERNORS' REPORTING FORM

1999–2000

OMB Number : 1875-0134

Expiration Date: 11/30/2001

The Safe and Drug-Free Schools and Communities Act

Reporting Form for Governors' SDFSCA Programs

**Time Period Covered by This Form:
1999-2000 School Year (July 1999 through June 2000)**

Reporting Form for:

**Safe and Drug-Free Schools Program
Office of Elementary and Secondary Education
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-6123**

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 1875-0134. The time required to complete this information collection is estimated to average 30 hours per respondent, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, DC 20202-4651.

Under SDFSCA, states are required to report to the U.S. Department of Education on a triennial basis. In response to input from states indicating that an annual collection would be less burdensome than triennial collection, the data will be collected on an annual basis and compiled for submission to Congress. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: Debbie Rudy, Safe & Drug Free Schools Program, U.S. Department of Education, 400 Maryland Ave., SW, Room 3E312, Washington, DC 20202-6123.

INSTRUCTIONS

The information below answers some common questions that people have about completing this form. Please read these instructions carefully before completing it. A glossary is attached to define some of the terms used here. These terms appear in italics throughout the reporting form.

What time period is covered in these questions? The time period covered in these questions is July 1, 1999, to June 30, 2000. If you must respond to any question based on another time period, please note this information in the margin next to the relevant question.

What funding sources are covered in these questions? This report refers to Safe and Drug-Free Schools and Community Act of 1994 (*SDFSCA*) programs and funds administered by or through the Governors' *SDFSCA* programs. Data reported on this form should not include programs and funds administered by or through the state educational agency.

Should I answer every question? What if a question is not applicable? Please answer every question to which you are directed and do not leave any question unanswered. If you are asked a question for which you do not have the necessary data, or if you believe that the question does not apply to your situation, please use the following abbreviations to indicate that fact:

- “MD” for missing (or unavailable) data;
- “NA” if the question is not applicable to your situation;
- “0” or “None” when numerical value is zero.

Who can I contact if I have questions? If you have questions, please contact Barbara Williams at 1-800-937-8281.

What should I do when I have completed the form? Please retain a copy of the completed reporting form and any attachments for your files. **Please be certain the name of your state is clearly visible on each page of all attachments.** This will help if we need to contact you to clarify any information.

Please complete this form and mail it along with all attachments, no later than December 1, 2000, using the enclosed prepaid envelope, to Debbie Rudy, Safe & Drug Free Schools Program, U.S. Department of Education, 400 Maryland Ave., SW, Room 3E312, Washington, DC 20202-6123.

1. The reauthorization of the Safe and Drug-Free Schools and Communities Act (SDFSCA) in 1994 and the passage of the Government Performance and Results Act of 1993 placed a strong focus on improving program effectiveness and public accountability by promoting and reporting on results and service quality at the federal, state, and local levels.

Please provide information on program effectiveness by attaching the following three pieces of information to this form:

- a. P.L. 103-382, Section 4112(c)(1), requires that the state's chief executive officer develop "measurable goals and objectives for drug and violence prevention."

Please attach a copy of your Governors' measurable goals and objectives for 1999-2000.

If your Governors' goals and objectives have not changed since last provided to ED, you need only check the box below rather than attaching a copy to this form.

Our Governors' goals and objectives have not changed since last provided to ED.

- b. Section 4117 requires that states report "the state's progress toward attaining its goals for drug and violence prevention."

Please attach a description of your state's progress toward attaining its Governors' measurable goals and objectives, including any outcome data and measures of effectiveness that your state has collected.

Please focus your description primarily on data assessing the outcomes or effectiveness of prevention programs.

You may also include any additional information your state wishes to provide to present a more complete picture of its progress in attaining its measurable goals and objectives or to assist in interpreting the information reported in this form (e.g., implementation data — sometimes called "process" data — such as services provided or materials developed).

- c. Please attach a brief description of one or more projects, programs, approaches, strategies, or components implemented from July 1999 through June 2000 that you consider to be exemplary. Please include a description of the project's outcome data and any other evidence that serves as the basis for your assessment of the project's quality.

2. Below is a listing of various groups of people who might receive services under *SDFSCA*, Section 4114 (Governors' programs). For each group, please record how many individuals received such services between July 1, 1999, and June 30, 2000. As you complete this question, please count each individual as a member of only one group.

Between July 1, 1999 and June 30, 2000, how many of the Section 4114 service recipients were:

	Service Recipients
a. School-aged youth attending public or private schools	_____
b. School-aged youth, not in school (e.g., dropouts, incarcerated)	_____
c. Parents or guardians.....	_____
d. Law enforcement officials (including district attorneys).....	_____
e. Teachers and other school personnel	_____
f. Other community members (including service recipients less than 5 years old).....	_____
g. Unknown.....	_____
Total:	_____

Note: The total should equal the sum of Q2 a-g above.

3. Below is a listing of various age groups of people who might receive services under *SDFSCA*, Section 4114 (Governors' programs). For each age group, please record how many individuals received such services between July 1, 1999, and June 30, 2000.

Between July 1, 1999, and June 30, 2000, how many of the Section 4114 service recipients were:

	Service Recipients
a. Less than 5 years old	_____
b. 5 to 9 years old	_____
c. 10 to 12 years old	_____
d. 13 to 15 years old	_____
e. 16 to 18 years old	_____
f. 19 years or older	_____
g. Unknown	_____
Total:	_____

Note: The total should equal the sum of Q2 a-g above.

4. What is the total number of Section 4114 awards made by your state for activities conducted between July 1, 1999, and June 30, 2000? Please report the number of primary awards. Do not include subcontracts.

_____ Number of awards

5. Below is a listing of various durations for which Section 4114 funds might be awarded. For each duration, please record the number of awards made for activities conducted between July 1, 1999, and June 30, 2000.

	Awards
a. Less than 9 months	_____
b. At least 9 months but less than 1 full year	_____
c. At least 1 year but less than 18 months.....	_____
d. At least 18 months	_____
Total:	_____

Note: The total of Q5 a-d must equal the number reported in Q4.

6. Below is a listing of various categories of award size. Please record the number of Section 4114 awards within each size category that were made by your state for activities conducted between July 1, 1999, and June 30, 2000.

	Awards
a. Less than \$5,000	_____
b. Between \$5,000 and \$24,999.....	_____
c. Between \$25,000 and \$49,999.....	_____
d. At least \$50,000	_____
Total:	_____

Note: The total of Q6 a-d must equal the number reported in Q4.

7. Next, please provide information on the number of Section 4114 awards that were made for services/activities conducted between July 1, 1999, and June 30, 2000, in each of the categories listed below. Since awards may allow a provider to offer more than one type of service/activity, please count each award in every appropriate category.

	Awards
a. Activities to protect students traveling to and from school	_____
b. Activities to prevent violence related to prejudice and intolerance or the study of intolerance in history	_____
c. <i>After-school</i> or <i>before-school</i> programs.....	_____
d. <i>Alternative education programs</i>	_____
e. Anti-gang activities	_____
f. <i>Community service projects</i>	_____
g. <i>Conflict resolution/peer mediation</i>	_____
h. <i>Comprehensive services/programs</i>	_____
i. <i>Curriculum acquisition or development</i>	_____
j. Dissemination of information and media activities.....	_____
k. <i>Drug prevention instruction</i>	_____
l. <i>Parent education/involvement</i>	_____
m. Program coordination with law enforcement or other community and state agencies or organizations.....	_____
n. Program evaluation	_____
o. <i>Security personnel and equipment</i>	_____
p. <i>Services for out-of-school youth</i> (school-age).....	_____
q. Services for youth in school.....	_____
r. <i>Special, one-time events</i>	_____
s. Surveys of drug and violence prevalence and safety	_____
t. Training for parents, teachers, law enforcement officials, and other community members.....	_____
u. <i>Violence prevention instruction</i>	_____
v. <i>Youth/student support services</i> (e.g., assistance programs, counseling, mentoring, identification, and referral).....	_____
w. Other	_____

PLEASE SPECIFY: ↓

Note: Each number reported in Q7 a-w may not exceed the total number reported in Q4.

8. Please provide the name, position, and telephone numbers of the individual who completed this report.

Name: _____

Position: _____

Telephone Number: _____
Area Code Phone Number

Fax Number: _____
Area Code Phone Number

E-mail: _____

9. What is the name and mailing address of your agency?

Agency Name: _____

Mailing Address: _____
Street Address

City State ZIP Code

THANK YOU FOR COMPLETING THIS FORM PROMPTLY AND COMPLETELY.

AUTHORIZATION FOR DATA COLLECTION

Section 4117 of the Safe and Drug-Free Schools and Communities Act (*SDFSCA*) requires the Secretary to collect certain information about State (both SEA and Governors' programs) and local implementation of *SDFSCA* on a triennial basis. Specifically, States are required to submit to the Secretary information on the State and local programs conducted with assistance furnished under *SDFSCA* that must include:

- a report on the implementation and outcomes of State programs (state educational agency (SEA), and Governors' programs);
- an assessment of the effectiveness of state educational agency and Governors' programs;
- a report on the State's progress toward attaining its goals for drug and violence prevention;
- data on the prevalence of drug use and violence by youth in schools and communities.

Section 4117 requires the Secretary to report to Congress including reporting on the frequency, seriousness, and incidence of violence in elementary and secondary schools in the States.