Performance Measures Reporting and Data Collection for Second Chance Act (SCA) Reentry and Co-Occurring Grantees

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CSR *Incorporated*

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- Reporting Requirements

- Purpose of Performance Measures

- OJJDP's One-Time and Core Performance Measures

- SCA Reentry and Co-Occurring Mandatory Performance Measures

- Overview of Performance Measures Data for SCA Reentry and Co-Occurring Grantees

- Data Collection Tips

- Reporting Performance Measures Data to OJJDP

- Next Steps

SCA Reentry and Co-Occurring grantees are required to:

➢ Collect and report performance measures data,

➢ Participate in OJJDP DCTAT training sessions, and

➢ Submit a report on these data to OJJDP semiannually through the *Grants Management System (GMS).*

➢ Performance measures are indicators, statistics, or metrics used to assess program performance. Specifically, performance measures gauge a program's progress toward achieving predetermined goals and emphasize the efficiency, quality, outcome and effectiveness of the program's goods and services.

➢ These measures are directly linked to OJJDP's core mission and are designed to support the goal and objectives of the SCA program.

➢ Performance measures help OJJDP to determine whether a Federal program achieves its goals and objectives.

➢ Data from performance measures may be used to improve the operation of the program and support policy decision-making at the Federal level.

- At what point does your reentry program provide services for offenders?

- Baseline recidivism—Number of program youth who have been adjudicated on **more than one** occasion.

- Baseline program capacity—Number of youth who **qualify** for the reentry program at the beginning of the grant.

- Baseline enrollment—Enrollment at the beginning of your program (beginning of the grant period).

➢ A small number of measures that directly link to OJJDP's core mission.

➢ Comparability within and across programs.

➢ A focus on quality services and youth outcomes.

➢ The data entered for these measures should represent all youth who participate in all programs and services funded by a Federal award.

➢ Each measure is required unless it is not applicable to your approved grant-funded projects.

➢ Core measures should include at least one target behavior measure.

Measure	Data Grantee Provides
Number of released youth served by reentry program	A. Number of youth **enrolled** in the reentry program during the reporting period

What does it mean?

➢ The intent of this indicator is to measure the change in the number of offenders who are **enrolled** in reentry services.

➢ The number of youth **enrolled** represents the number of youth who actually end up in the program.

Measure	Data Grantee Provides
Number of program youth served during the reporting period	A. Number of program youth carried over from the previous reporting period B. New admissions during the reporting period

What does it mean?

This measure determines an unduplicated count of the number of youth **served** by the program during the reporting period. This includes all programs that are funded in whole or part by OJJDP funds and provide direct services to youth through treatment-based, community-based, or mentoring-type programs.

Measure	Data Grantee Provides
Number and percent of youth completing program requirements	A. Number of program youth who exited the program having completed all program requirements during the reporting period B. Total number of youth who exited the program during the reporting period (either successfully or unsuccessfully) C. Percent (A/B)

What does it mean?

Completion is defined by the program requirements. Obligations will vary by program, but should be a predefined list of requirements that clients must meet before program completion.

OJJDP Core Performance Measures

Measure	Data Grantee Provides
Number and percent of youth served with whom an evidence-based best practice model was used	A. Number of youth served using an evidence-based model or program B. The number of youth served during the reporting period (Will be auto-filled from previous measure) C. Percent A/B

What does it mean?

This measure determines to what extent OJJDP funds are used to implement evidence-based programs or practices during the reporting period.
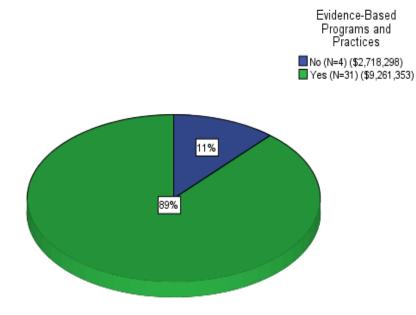
Evidence -based programs and practices include program models that have been shown, through rigorous evaluation and replication, to be effective at preventing or reducing juvenile delinquency or related risk factors, such as substance abuse. Model programs can come from many valid sources (e.g., Blueprints, OJJDP's Model Programs Guide, SAMHSA's Model Programs, State Model Program resources, etc.). Evidence-based practices may also include practices adopted by agencies, organizations, or staff that are generally recognized as "best practice" based on research literature and/or the degree to which the practice is based on a clear, well-articulated theory or conceptual framework for delinquency or victimization prevention and/or intervention.

- Blueprints for Violence Prevention
- CASEL (Collaborative for Academic, Social, and Emotional Learning)
- Centers for Disease Control and Prevention
- Community Guide to Helping America's Youth
- Department of Education Safe, Disciplined, and Drug-free Schools
- Drug Strategies, Inc.
- Hamilton Fish Institute
- Institute of Medicine

- Making the Grade
- NIDA Preventing Drug Abuse
- National Institute of Justice's "What Works" Report
- OJJDP Model Programs Guide
- Promising Practices Network
- SAMHSA Model Programs
- Surgeon General's Youth Violence Report
- Other (e.g., State model program resources)

Evidence-Based Programs

Evidence-Based Programs and Practices

■ No (N=4) ($2,718,298)
■ Yes (N=31) ($9,261,353)

11%

89%

During the July–December 2011 reporting period, more than $9 million ($9,261,353) was spent by the 89 percent of grantees who had implemented evidence-based programs and practices.

Measure	Data Grantee Provides
Number of services provided to youth	A. Number of youth assessed as needing substance use counseling/services during the reporting period
	B. Number of youth enrolled in substance use counseling/services during the reporting period
	C. Number of youth assessed as needing mental health services during the reporting period
	D. Number of youth enrolled in mental health services during the reporting period
	E. Number of youth assessed as needing housing services during the reporting period
	F. Number of youth who successfully found housing during the reporting period
	G. Other

What does it mean?

This measure is designed to assess both need and program capacity. Report the number of youth who are **assessed** as needing various types of services during the reporting period, and also the number of youth who **actually receive** these services during the reporting period.

Measure	Data Grantee Provides
Number of drug / alcohol tests performed (MANDATORY for Co-Occurring only)	A. Number of drug and alcohol tests performed during the reporting period. B. Of A, the number of positive tests recorded.

What does it mean?

This measure determines the number of drug and alcohol tests performed on juveniles served by the program during the reporting period. Tests could be urinalysis, blood tests or other proven reliable forms of drug and alcohol testing. Report the **number of tests conducted**, rather than the number of people tested (it is understood that one person may be tested several times, or tested using several methods during a reporting period).

Outcome measures often ask for data on both short- and long-term outcomes. Definitions for both are provided below.

➢ **Short-Term**: For direct service programs, short-term outcomes are the benefits or changes that participants experience by the time they leave or complete the program. These generally include changes in behavior, attitudes, skills, and/or knowledge.

➢ **Long-Term***:* These are the ultimate outcomes desired for participants, recipients, the juvenile justice system, or the community. They are measured within 6–12 months after a participant leaves or completes the program. They should relate back to the program's goals (e.g., reducing delinquency).

Measure	Data Grantee Provides
Number and percent of program youth who were adjudicated during the reporting period	A. Number of program youth who were committed to a juvenile residential facility as a result of a new adjudication during the reporting period B. Number of youth sentenced to adult prison as a result of a new adjudication during the reporting period C. Number of youth given some other sentence as a result of a new adjudication during the reporting period D. Number of program youth tracked for adjudications during the reporting period E. Percent ((A+B+C)/D)

What does it mean?

This is a measure of recidivism that counts the number of youth who were rearrested **or** seen at juvenile court (intake) for a new delinquent offense. Adjudication refers to a judicial determination (judgment) that a juvenile is responsible for the offense charged in a petition or other charging document. This does not include technical violations.

Measure	Data Grantee Provides
Number and percent of program youth who had technical violations during the reporting period	A. Number of program youth who were committed to a juvenile residential facility as a result of a technical violation during the reporting period B. Number of youth who were sentenced to adult prison as a result of a technical violation during the reporting period C. Number of youth who received some other sentence as a result of a technical violation during the reporting period D. Number of program youth tracked for technical violations during the reporting period E. Percent $((A+B+C)/D)$

What does it mean?

This measure determines the number of program youth who had a violation of the terms of their supervision (commonly referred to as a technical violation).

How to report?

1. The "A, B, and C" values represent the number of program youth who incur a technical violation during the reporting period, and are either committed to a juvenile residential facility or an adult prison, or are given some other sentence as a result of that violation.

2. The "D" value represents the total number of youth participating in this same program who were tracked for technical violations during the reporting period.

3. Program records are the preferred data source.

Target Behaviors–You are responsible for selecting at least one (1) behavior. Select at least 1 targeted behavior for which you will collect and report for youth in your program. Selection of behaviors is based on the grant-funded program goals and activities.

Measure	Data Grantee Provides
There are 9 target behaviors to choose from.	See grid for behavior-specific definitions.
- Social Competence - School Attendance (including Truancy) - Grade Point Average (GPA) - General Education Development (GED) Test Passed - Family Relationships - Antisocial Behavior - Substance Use - Gang Resistance/Involvement - Perception of Social Support	A. Number of program youth served during the reporting period with the noted behavioral change B. Total number of youth receiving services for target behavior during the reporting period

How should you report on target behaviors?

1. The number entered for "A" will represent (in aggregate) the number of youth served who demonstrate an improvement for the selected behavior during the reporting period.

2. "B" represents (in aggregate) the **TOTAL** number of youth that participate in a program providing services to improve the identified behavior during the reporting period.

Target Behavior	Youth Served	Youth with Intended Behavior Change	Percent of Youth with Intended Behavior Change
Antisocial Behavior	543	386	71
Family Relationships	338	251	74
Social Competence	222	176	79
Gang Resistance/Involvement	155	119	77
Substance Use	461	331	72
School Attendance	387	305	79
General Education Development (GED) Test Passed	62	29	47
Grade Point Average (GPA)	190	164	86
Perception of Social Support	247	186	75
Total	**2,605**	**1,947**	**75**

Data indicates that 2,605 youth were served with Second Chance Reentry funding; of these, 1,947 indicated a positive change in the noted targeted behavior (75 percent). Participating youth showed the most improvement in GPA (86 percent), followed by social competence and school attendance at 79 percent each.

Measure	Data Grantee Provides
Number and percent of program youth who are VICTIMIZED	A. Number of program youth tracked during the reporting period for victimization B. Of A, the number of program youth who were victimized C. Percent VICTIMIZED (B/A)

What does it mean?

This measure determines the number of program youth who are harmed or adversely affected by someone else's criminal actions. Victimization can be physical or psychological; it also includes harm or adverse effects to youth's property.

Measure	Data Grantee Provides
Number and percent of program youth who are RE-VICITIMIZED	A. Number of program youth tracked during the reporting period for re-victimization B. Of A, the number of program youth who were re-victimized C. Percent RE-VICTIMIZED (B/A)

What does it mean?

The re-victimization measure counts the number of youth who experienced subsequent victimization. Victimization can be physical or psychological; it also includes harm or adverse effects to youth's property.

Data Collection Tips

➢You need to plan up front.

➢You need a sense of what you are trying to accomplish.

➢What data will you collect, and why?

➢What data sources are available, and which will you use?

➢How will you use the data beyond just reporting it to OJJDP?

➤ **Program documentation**

- Clearly describe and document performance measures.

- Keep logic model and performance measure documentation together as part of the history of your program.

➤ **Formal agreements for data collection**

- Make sure that written agreements are clear.

➤ **Collect valid and reliable data**

- Report accurate data.

➢ **Use data collection planning tool**

➢ **Identify staff member to coordinate and monitor data collection**

➢ **Assemble data collection checklists**

- Develop forms and instruments

- Develop procedures or policies for collecting needed data

  - You must collect accurate data in a systematic manner.

  - Develop a codebook to define the data you collect.

  - Policies and data collection codebooks can help keep the program on track, even with staff turnover.

Pilot-test your procedures!

Reporting Performance Measures Data to OJJDP

➢ **The OJJDP Data Collection Tool (DCTAT) is a resource for your program.**

- Lists data submission deadlines

- Includes a training PowerPoint for how to use the DCTAT

- Lists Webinar-based training schedules, phone number, and e-mail for technical assistance

- Links to performance measure (indicator) grids

- Generates reports

- Generates documentation for your program

  - Include with biannual CAPRs

  - For use in your program

Steps to Complete Reporting in the DCTAT:

➢Log In

➢Profile (Review, Complete, or Revise)

➢Select a Reporting Period

➢*Step 1:* Enter Award Information (Includes Target Population Information)

➢*Step 2:* Select Indicators

➢*Step 3:* Enter Data

➢*Step 4:* Create a Report to Submit to OJJDP

➢Complete the User Feedback Form

DCTAT Log In Page

Innovation * Partnerships * Safer Neighborhoods

OJJDP
Office of Juvenile Justice and Delinquency Prevention
Serving Children, Families, and Communities

DCTAT Home

- Help

Log in

Understanding Performance Measures

Logic Models

Performance Measures For Grantees

Performance Measures by Program

Frequently Asked Questions

PERFORMANCE MEASURES

Data Reporting Tool (DCTAT)

The Data Reporting Tool (DCTAT) is a reporting system for users to submit performance data about their OJJDP grants.

Please be aware that your session will time out 30 minutes after you stop saving data. Thus, to avoid having to reenter data, click the "save" button when you're finished entering data or before leaving the system unattended.

Enter your user ID and password to log in.

User ID: [   ]

Password: [   ]   [Log in]

Forgot my password   Log in help

DCTAT Reporting Schedule

DCTAT Reporting Schedule

DCTAT Training Schedule

Please register for a training using the link in the OJJDP training e-mail you received. You can also call the OJJDP DCTAT Help Desk at 1-866-487-0512, or e-mail us at ojjdp-dctat@csrincorporated.com.

This page contains information and resources for your program.

Profile Page

➢Report accurate data!

➢Prepare your data before entering the tool.

➢Follow the red buttons to get to the next step.

➢When data entry is complete, select "Mark data as final and create Performance Data Report."

➢Export the Performance Data Report as a PDF file and save to your computer.

➢After saving to your computer, be SURE to upload (attach) this document into the GMS to fulfill your reporting requirements.

➢ You will be notified of training announcements via e-mail.

➢ Register for training and install Live Meeting.

➢ You will receive a confirmation e-mail that you are registered.

➢ Trainings are held the month before and the month of DCTAT reporting.

➢ The next DCTAT trainings will be held in late June and early July 2012.

DCTAT Reporting Schedule

SCA Reentry and Co-Occurring Grantees		
Activity Period	**DCTAT Due Date**	**Upload to GMS?**
January–June	July 30	Yes
		by July 30
July–December	January 30	Yes
		by January 30

Want to practice?

➢ The DCTAT has a practice site:
http://betasite.csrincorporated.com/dctatpractice/

➢ This site lets you test-drive the DCTAT and try out any of the new features of the system. You can use your DCTAT user ID and password to access the site.

➢ Note: Remember, this site is only for practice. Data entered on the practice site will not be saved and DO NOT complete your reporting requirements.

Questions/Comments

- Access the DCTAT at: **https://www.ojjdp-dctat.org**

- DCTAT Help Desk
    - Monday–Friday 8:30 a.m.– 6:00 p.m. EST
    - Toll-free number: 1-866-487-0512
    - E-mail: **ojjdp-dctat@csrincorporated.com**