

## BUREAU OF JUSTICE ASSISTANCE PROGRAM PERFORMANCE MEASURES FOR JUSTICE ASSISTANCE GRANT (JAG) PROGRAMS

In the following pages, you will find the program performance measures for the Bureau of Justice Assistance (BJA) Justice Assistance Grant (JAG) Programs. The performance measures are shown by activity type and are applicable for most purpose areas.

When you enter your data in the Performance Measurement Tool (PMT), begin by selecting the purpose area that best describes the purpose or program area of your organization. Then select all activity types for that purpose area for which grant funds will be used. For example, let's say your purpose is law enforcement and in your BJA-approved grant application you proposed to create new positions, maintain a few positions, and purchase equipment. You will first select the purpose area Law Enforcement, and then the activity types Personnel and Equipment/Supplies.

You are required to select and report on all performance measures that pertain to funded activities. There is an N/A option that you should use **ONLY** if that measure is not applicable to your activities. If you carry out this activity but do not have data to report for the reporting period, zero (0) is an acceptable value to report.

The reporting for the JAG performance measures are presented in two formats—numerical data and narrative information. For the JAG, the numerical data are reported on a quarterly schedule in the PMT. Both programs are required to report the narrative information once a year for the previous 12 months of activity (October 1 through September 30). The narrative information is reported during the July–September reporting period and **only at the Grantee level. Subrecipients will not report narrative information in the PMT.**

**For BJA GRANTEES Only:** In addition to reporting data in the PMT, you must create a report from the data entered—the *GMS (Grants Management System) report*. The PMT will guide you in creating this report, which must be submitted annually in the GMS by November 29 for JAG grantees. You are encouraged to create a report for your records after each quarterly reporting period.

For questions about the PMT or performance measures, please call the BJA Performance Tools Help Desk at 1-888-252-6867, or send an e-mail to [BJAPMT@csrincorporated.com](mailto:BJAPMT@csrincorporated.com).

**BUREAU OF JUSTICE ASSISTANCE  
PROGRAM PERFORMANCE MEASURES FOR  
JUSTICE ASSISTANCE GRANT (JAG) PROGRAMS**

**BACKGROUND QUESTIONS**

1. Was there **grant activity** during the reporting period?
  
2. What is the **implementing organization** type? *Check all that apply.*
  - A.  Nonprofit organization
  - B.  Tribal government
  - C.  State agency
  - D.  Unit of local government
  - E.  Fiscal agent
  
3. Is the implementing organization **community based**? *BJA defines community-based programs as neighborhoods or organizations that are representative of communities or significant segments of communities. A community-based organization can also be faith based.*
  - A. Yes
  - B. No
  
4. What is the **total program cost** funded with the JAG grant? *A program cost is the approximate total dollar amount the JAG program plans to spend to achieve the desired outcomes and objectives.*
  - A. Please report in dollars (\$). \_\_\_\_\_
  
5. Please select all relevant purpose areas. *Check all that apply.*
  - A.  Law Enforcement
  - B.  Prosecution and Court
  - C.  Prevention and Education
  - D.  Corrections and Community Corrections
  - E.  Drug Treatment and Enforcement
  - F.  Planning, Evaluation, and Technology Improvement
  - G.  Crime Victim and Witness Protection

**BUREAU OF JUSTICE ASSISTANCE  
PROGRAM PERFORMANCE MEASURES FOR  
JUSTICE ASSISTANCE GRANT (JAG) PROGRAMS**

**7. CRIME VICTIM AND WITNESS PROTECTION**

The Crime Victim and Witness Protection purpose area includes activities conducted by law enforcement, legal, medical, counseling, advocacy, or educational organizations. Activities may include prevention, intervention, referral, or support activities.

Please indicate which of the following areas you have information to report on. *Check all that apply. Listed below are the preselected activity areas for this Purpose Area. If you have additional activities to report under this Purpose Area, you will have the option of reporting on those activities in the PMT (i.e., personnel, equipment purchases, technology, and training).*

- Programs: *includes activities where individuals are served, directly or indirectly. Programs may include one-time events, services, or events and services that occur on a continual basis.*
- Training: *includes activities where training (transferring of skills and knowledge) occurs. This may include training by the organization of its own staff, training by the organization of individuals from other organizations, or training of the organization's staff by other individuals.*
- Accomplishments: *includes any accomplishments during the reporting period.*

**A. Programs**

- 6. How much **JAG funding** was used for crime victim and witness protection services during this reporting period? *Please report in dollars (\$).* \_\_\_\_\_
- 7. How many **crime victims** or **witnesses** were served during the reporting period?  
\_\_\_\_\_

**BUREAU OF JUSTICE ASSISTANCE  
PROGRAM PERFORMANCE MEASURES FOR  
JUSTICE ASSISTANCE GRANT (JAG) PROGRAMS**

8. What **kinds of services** were provided to crime victims and witnesses?
- A. \_\_\_\_ Emergency shelter and food
  - B. \_\_\_\_ 24-hour hotline
  - C. \_\_\_\_ Crisis intervention
  - D. \_\_\_\_ Employment services
  - E. \_\_\_\_ Safety planning
  - F. \_\_\_\_ Transportation
  - G. \_\_\_\_ Insurance claims assistance
  - H. \_\_\_\_ Assistance in obtaining restitution
  - I. \_\_\_\_ Counseling
  - J. \_\_\_\_ Medical assistance
  - K. \_\_\_\_ Legal assistance services
  - L. \_\_\_\_ Other \_\_\_\_\_
9. How many **referrals** were made for clients receiving services during this reporting period?  
For crime victims or witnesses needing services, how many referrals were made?  
\_\_\_\_\_

**B. Training**

10. How much **JAG funding** was used for training? *This includes sending staff to training and training sponsored by the JAG-funded agency. Please report in dollars (\$).*  
\_\_\_\_\_
11. How many **individuals from your organization** have you trained since the last reporting period? *This includes training received by individuals within your organization and provided by your organization during this reporting period. Trainings could have been held within or outside of the organization. Report each individual trained, not the number of trainings he or she attended. Only report each individual once for the reporting period.*  
\_\_\_\_\_
12. How many **training hours** received and provided have been completed during this reporting period? \_\_\_\_\_
13. How many **training events** have been completed during this reporting period?  
\_\_\_\_\_
14. How many **participants** have attended trainings? *Please enter the number of participants who have attended trainings during the reporting period.* \_\_\_\_\_

**BUREAU OF JUSTICE ASSISTANCE  
PROGRAM PERFORMANCE MEASURES FOR  
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15. Which of the following **audiences** have been reached during the reporting period through training or public awareness presentations? *Check all that apply.*

- A.  Health
- B.  Law enforcement
- C.  Transportation workers
- D.  Code enforcement
- E.  Medical staff
- F.  Legal staff
- G.  Social services
- H.  Schools
- I.  General public
- J.  Other \_\_\_\_\_

16. How many **materials** were developed with JAG funds? *Materials might include reports, articles, and Web-based products.* \_\_\_\_\_

17. How many **materials** were distributed using JAG funds? \_\_\_\_\_

**C. Accomplishments**

18. For the **Crime Victim and Witness Protection** purpose area, please describe any of your program's accomplishments during the reporting period. \_\_\_\_\_

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PROGRAM PERFORMANCE MEASURES FOR  
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**NARRATIVE QUESTIONS**

1. What were your **accomplishments** within this reporting period?

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2. What goals were **accomplished**, as they relate to your grant application?

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3. What **problems/barriers** did you encounter, if any, within the reporting period that prevented you from reaching your goals or milestones?

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PROGRAM PERFORMANCE MEASURES FOR  
JUSTICE ASSISTANCE GRANT (JAG) PROGRAMS**

4. Is there any **assistance** that BJA can provide to address any problems/barriers identified in question 115?
- A. Yes (Please explain)
  - B. No (Please go to question 117)

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5. Are you **on track** to fiscally and programmatically complete your program as outlined in your grant application?
- A. Yes (Please go to question 118)
  - B. No (Please explain)

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6. What **major activities** are planned for the next 6 months?

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7. Based on your knowledge of the criminal justice field, are there any **innovative programs/accomplishments** that you would like to share with BJA?

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**THANK YOU FOR PARTICIPATING!**