

**BUREAU OF JUSTICE ASSISTANCE
SECOND CHANCE ACT
TARGETING OFFENDERS WITH CO-OCCURRING
SUBSTANCE ABUSE AND MENTAL HEALTH PROGRAM
PERFORMANCE MEASURES**

The following pages outline general questions and performance measures for the Bureau of Justice Assistance (BJA) *Second Chance Act (SCA) Targeting Offenders with Co-occurring Substance Abuse and Mental Health Grant Program*. The performance measures for this SCA program were established to indicate to what extent grant activities meet the following objectives:

1. Use validated assessment instruments to screen and identify offenders for treatment and reentry planning;
2. Implement a transition plan for offenders, incorporating both pre- and post-release services;
3. Provide treatment services (including substance abuse and mental health) to offenders;
4. Offer additional services (including pro-social, educational/vocational, employment, and housing) to offenders;
5. Support offenders with case management to monitor reintegration; and
6. Reduce recidivism.

The Targeting Offenders with Co-occurring Substance Abuse and Mental Health Grant Program performance measures are reported in two formats—quantitatively (numeric) and qualitatively (narrative responses). The quantitative data are entered in the BJA Performance Measurement Tool (PMT) for each quarterly activity period, referred to as a reporting period. The qualitative data consist of the seven BJA questions reported in July and January of each calendar year based on activities that occurred during the previous 6-month period.

NOTE: Data collection on these measures will take effect with grant activities that begin July 1, 2011–September 30, 2011. Specifically, data entry and reporting in the PMT will begin on October 1, 2011. Subsequent data entry will occur quarterly with a 30-day submission period following the close of the reporting period.

In addition, in July and January of each calendar year, you are responsible for creating the *GMS Report* from the PMT that you upload into the Grants Management System (GMS). During the nonsubmission periods, you are encouraged to create this report for your records.

Your response to the questions that follow must be entered in the PMT located at <https://www.bjaperformancetools.org>. If you have any 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.

If you have questions about your program, please contact your State Policy Advisor (SPA) at <http://www.ojp.usdoj.gov/BJA/resource/ProgramsOffice.html>.

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You will be asked to enter information designed to answer several sets of questions. The first set of questions is about the general award. The next set concerns the co-occurring program's structure and the treatment services that are provided. This will be followed by questions on program administration; participant characteristics; successful completions and exits; recidivism; and finally, treatment interventions and services. Reported data should reflect all sources of Second Chance funding (both BJA and non-BJA), including those that may have not been in the grant application. Any activities during the reporting period that are related to the Second Chance Act co-occurring program should be reported.

GENERAL AWARD INFORMATION

The first set of questions concerns information about the general award. Please select the appropriate indicators that best reflect the co-occurring program.

1. Has the grantee **admitted participants** to the co-occurring program? *A Second Chance co-occurring program is a program to help transition ex-offenders from prison and jail to the community. Grantees may define co-occurring programs differently; however, the program should incorporate the program design and existing components.*
 - A. Yes (Go to question 3)
 - B. No (Go to question 2)

2. Has the grantee conducted **planning activities** in the reporting period? *Planning activities may include hiring personnel, training staff, and any other activities conducted to prepare the program for participant admission.*
 - A. Yes (Go to the narrative section, when applicable)
 - B. No (Please explain below)

3. In what **Federal congressional district(s)** were services provided?
 - A. Select district (drop-down box)

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4. What is the implementing **organization type**?
- A. Nonprofit organization
 - B. Tribal government
 - C. State agency
 - D. Unit of local government
 - E. Fiscal agent
5. Is the implementing organization **faith based**? *Organizations nationwide can define themselves as being faith-based organizations.*
- A. Yes
 - B. No
6. 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

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PROGRAM STRUCTURE AND TREATMENT SERVICES

The second set of questions concerns information on the co-occurring program structure and the treatment services provided. The information in this section will be pre-populated once complete, and it may be updated each reporting period if necessary.

Note: The questions below determine which service questions will appear, so choose them carefully. BJA's policy for PMT reporting is to report on all activities regardless of funding source for all participants receiving co-occurring services.

7. What type of **reentry services** does the program provide to participants? *Select the reentry services that best reflect the program design. For example, if the program only serves participants who have been released from prison/jail, select "post-release services only." This statement is true even if assessments are provided to pre-release participants who may be admitted to post-release services at a later time.*
- A. Provides pre-release services only
 - B. Provides post-release services only
 - C. Provides both pre- and post-release services
8. Are **co-occurring services** provided to participants, either **directly** or through **referrals**? *Co-occurring services are therapies that focus on treating mental health and substance abuse dependency together.*
- A. Yes, participants receive pre-release co-occurring services only
 - B. Yes, participants receive post-release co-occurring services only
 - C. Yes, participants receive both pre- and post-release co-occurring services
 - D. No, co-occurring services are not provided
9. Are **cognitive-based services** provided to participants, either **directly** or through **referrals**? *Cognitive-based services are therapies that focus on the thought patterns, feelings, and behaviors of clients. These services aim to help clients change how they think and act.*
- A. Yes, participants receive pre-release cognitive-based services only
 - B. Yes, participants receive post-release cognitive-based services only
 - C. Yes, participants receive both pre- and post-release cognitive-based services
 - D. No, cognitive-based services are not provided

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10. Are **pro-social services** provided to participants, either **directly** or through **referrals**?
Pro-social services are defined as those services that aim to organize an individual's leisure time through active engagement in structured activities.
- A. Yes, participants receive pre-release pro-social services only
 - B. Yes, participants receive post-release pro-social services only
 - C. Yes, participants receive both pre- and post-release pro-social services
 - D. No, pro-social services are not provided
11. Are **employment services** provided to participants, either **directly** or through **referrals**?
Employment services increase opportunities for ex-offenders to find jobs and stay employed.
- A. Yes, participants receive pre-release employment services only
 - B. Yes, participants receive post-release employment services only
 - C. Yes, participants receive both pre- and post-release employment services
 - D. No, employment services are not provided
12. Are **educational services** provided to participants, either **directly** or through **referrals**?
Educational services foster knowledge by helping participants develop daily life skills that can enhance their opportunities.
- A. Yes, participants receive pre-release educational services only
 - B. Yes, participants receive post-release educational services only
 - C. Yes, participants receive both pre- and post-release educational services
 - D. No, educational services are not provided
13. Are **housing services** provided to participants, either **directly** or through **referrals**?
Housing services are designed to help individuals or families find, obtain, or retain suitable housing. Transitional housing can also be included in these services.
- A. Yes, participants receive pre-release housing services only
 - B. Yes, participants receive post-release housing services only
 - C. Yes, participants receive both pre- and post-release housing services
 - D. No, housing services are not provided

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PROGRAM ADMINISTRATION

The next set of questions asks about the co-occurring program and staff characteristics. Only enter information about those staff members who were employed and/or left during the reporting period.

Program Characteristics

The information in this section will be pre-populated once complete, and it may be updated each reporting period if necessary.

14. Is the grantee **reporting only on BJA-funded activities** or on all activities regardless of the funding source? *BJA's policy for PMT reporting is to report on all activities regardless of funding source.*
- A. BJA funded activities only
 - B. All activities
15. Estimate the **total co-occurring program cost**. *The total program cost should include BJA funds, state and local funds, matches, and any other source of funds. Costs can include personnel salaries, fringe benefits, travel expenses, equipment and supplies, consultants, and contracts including treatment service providers; as well as other costs including but not limited to rent, telephone, janitorial or security services, and any indirect costs.*
- A. \$ _____
16. Enter a co-occurring **program description** below.
- _____
- _____
- _____
17. What is the date that the co-occurring program first enrolled a participant with the BJA **Second Chance Act award funding**? *The implementation date for questions 17 and 18 may be the same if the co-occurring program did not exist before the BJA Second Chance Act award.*
- A. Enter date (____/____/____)

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18. What is the date that the co-occurring program **first enrolled** a participant? *For example, if the co-occurring program was in existence before the BJA Second Chance Act award, enter that date. The intent of the question is to determine the length of time since program implementation.*
- A. Enter date (____/____/____)
19. Is there a **baseline recidivism rate** for the co-occurring program?
- A. Yes (Go to question 20)
B. No (Go to question 22)
20. What is the **baseline recidivism rate**?
- A. For participants who completed pre-release services _____
B. For participants who completed post-release services _____
21. List the **target population**, the **follow-up period**, and **year** by which the baseline recidivism rate is calculated. *Also include the type of recidivism rate targeted such as arrest, conviction, revocation, and/or reincarceration.*
- _____
- _____
- _____

Staff Characteristics

22. How many **staff** work directly with co-occurring program participants? *Staff include both grant-funded and nongrant-funded employees. Staff are defined as, but are not limited to, program managers, administrators, case managers, probation and parole officers, and clinicians. Do NOT count the number of mentors, volunteers, or interns. Report on individuals who work full time and part time, and on the number of individuals, not positions. Be consistent when reporting the type of staff across reporting periods.*
- A. For staff providing pre-release services _____
B. For staff providing post-release services _____
23. **Have staff left** the co-occurring program?
- A. Yes (Go to question 24)
B. No (Go to question 26)

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24. How many **staff left** the co-occurring program and no longer work directly with participants?

A. For staff providing pre-release services _____

B. For staff providing post-release services _____

25. **Please explain** why these staff left.

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PARTICIPANT CHARACTERISTICS

The next set of questions is about the number of participants who are eligible, selected, and admitted to the co-occurring program; assessment activities in the program; and the race, ethnicity, and gender of those who were admitted to the co-occurring program. Grantees should report those participants who received services during the reporting period.

Eligibility, Selection, and Admitted Participants

26. How many individuals were **eligible** to participate in the co-occurring program? *Eligible participants include anyone who qualifies or meets the predefined requirements of the co-occurring program. If the program transfers individuals directly from pre-release to post-release, the number of those eligible in post-release should reflect the number of those in a pre-release setting who are eligible to transfer to post-release.*
- A. Number eligible for pre-release services _____
 - B. Number eligible for post-release services _____
27. Of those who were eligible, how many individuals were **selected** to participate in the co-occurring program? *Participants selected are defined as those who were chosen to participate in the co-occurring program.*
- A. Number selected for pre-release services _____
 - B. Number selected for post-release services _____
28. Of those who were selected, how many **NEW participants** were admitted to the co-occurring program? *Admissions are defined as new participants who receive services in the co-occurring program. For the first reporting period that the grantee becomes operational, report all participants enrolled as NEW.*
- A. Number NEW participants admitted to pre-release services _____
 - B. Number NEW participants admitted to post-release services _____
29. How many **total** participants were **enrolled** in the co-occurring program? *The count includes both new admissions and those previously admitted who continue to participate in the co-occurring program.*
- A. Total number enrolled in pre-release services _____
 - B. Total number enrolled in post-release services _____

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Assessment Activities

30. Does the co-occurring program use a **risk and need** assessment? *A risk and need assessment is an instrument to help identify factors that may lead an offender to reoffend. It pinpoints needed services to minimize those risks.*
- A. Yes (Go to question 31)
 - B. No (Go to question 35)
31. What **risk assessment instrument** is used?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
32. How many **NEW** participants were **assessed** as **low risk**?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
 - i. How many post-release participants not reported in **32B** were assessed as low risk in a pre-release setting? _____
33. How many **NEW** participants were **assessed** as **moderate risk**?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
 - i. How many post-release participants not reported in **33B** were assessed as moderate risk in a pre-release setting? _____
34. How many **NEW** participants were **assessed** as **high risk**?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
 - i. How many post-release participants not reported in **34B** were assessed as high risk in a pre-release setting? _____
35. How many **NEW** participants received a **transition or case plan**? *A case plan is designed to reduce criminogenic risk and need and to support reintegration of offenders into the community. Do not count those individuals who had minor revisions to the case plan. Only count those participants who were reassessed and, as a result, needed new or major revisions to their plan.*
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
 - i. How many post-release participants not reported in **35B** had a case plan already developed in a pre-release setting? _____

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Drug Testing

36. Are participants in the co-occurring program given **bioassays** for **alcohol** or **drug screening** at intake? *A bioassay is a biological assay or sample used to determine the presence or strength of alcohol or drugs. Examples of bioassays include urinalysis, oral, hair, saliva, or blood tests.*
- A. Yes (Go to question 37)
 - B. No (Go to question 38)
37. How many participants **tested positive** for alcohol or drug use at intake?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____

Race, Ethnicity, and Gender

38. Enter the appropriate **ethnicity and gender**, and then **race and gender**, of **NEW** participants admitted to the **pre-release** co-occurring program. *Hispanics should be counted in the race category that best describes their racial identity, including White, Black or African American, Asian, American Indian or Alaska Native, Pacific Islander or Native Hawaiian, or multiracial. Note that the count reported in the ethnicity and race matrices should equal the same number, because people of Hispanic origin may be of any race. For instance, if there are 10 new male participants enrolled in the program who are Non-Hispanic and White, 10 should be reported under Non-Hispanic Male under Ethnicity and Gender (question 38A) and 10 under White Male under Race and Gender (question 38B). For the first reporting period that the grantee becomes operational, include all participants enrolled in the program.*
- A. Enter the **ethnicity and gender** of **NEW** participants admitted to the **pre-release** co-occurring program.

Ethnicity and Gender			
Measures		Males	Females
A	Hispanic or Latino/a		
B	Non-Hispanic or Latino/a		
C	Unknown		

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- B. Enter the **race and gender** of **NEW** participants admitted to the **pre-release** co-occurring program.

Race and Gender			
Measures		Males	Females
A	White		
B	Black or African American		
C	Asian		
D	American Indian or Alaska Native		
E	Pacific Islander or Native Hawaiian		
F	Multiracial		
G	Unknown		

39. Enter the appropriate **ethnicity and gender**, and then **race and gender**, of **NEW** participants admitted to the **post-release** co-occurring program. *Hispanics should be counted in the race category that best describes their racial identity, including White, Black or African American, Asian, American Indian or Alaska Native, Pacific Islander or Native Hawaiian, or multiracial. Note that the count reported in the ethnicity and race matrices should equal the same number, because people of Hispanic origin may be of any race. For instance, if there are 10 new male participants enrolled in the program who are Non-Hispanic and White, 10 should be reported under Non-Hispanic Male under Ethnicity and Gender (question 39A) and 10 under White Male under Race and Gender (question 39B). For the first reporting period that the grantee becomes operational, include all participants enrolled in the program.*

- A. Enter the **ethnicity and gender** of **NEW** participants admitted to the **post-release** co-occurring program.

Ethnicity and Gender			
Measures		Males	Females
A	Hispanic or Latino/a		
B	Non-Hispanic or Latino/a		
C	Unknown		

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B. Enter the **race and gender** of **NEW** participants admitted to the **post-release** co-occurring program.

Race and Gender			
Measures		Males	Females
A	White		
B	Black or African American		
C	Asian		
D	American Indian or Alaska Native		
E	Pacific Islander or Native Hawaiian		
F	Multiracial		
G	Unknown		

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SUCCESSFUL COMPLETIONS AND INCOMPLETES

The next set of questions is about participants who completed the co-occurring program requirements and those who exited services without completion. Successful completion is defined as completion of the obligations and co-occurring program requirements. Definitions of successful completion will vary by program; however, all programs should have specific requirements that equate to a successful completion. Grantees should only report completions and incompletes for those individuals who were participating in the co-occurring program during the reporting period.

Successful Completions

40. **Define** successful completion for the co-occurring program.

41. What is the expected co-occurring **program length** in **months**?

- A. For participants receiving pre-release services _____
- B. For participants receiving post-release services _____

42. Have any participants **successfully completed** the co-occurring program requirements in the reporting period?

- A. Yes (**Go to question 43**)
- B. No (**Go to question 44**)
 - i. If no, why have participants **not successfully completed** the co-occurring program?

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43. How many participants **successfully completed** the co-occurring program requirements?
- A. Number of participants who completed pre-release services _____
 - B. Number of participants who completed post-release services _____
 - i. Of those in **43B** who completed the program requirements, how many participants also successfully completed a pre-release program? _____

Incompletes

44. Enter the number of individuals who **did not complete** the co-occurring program for the categories below. *Participants should not fit in more than one category, so choose the option that best represents why the individuals did not complete the program. For example, if participants broke the program’s rules, then they would fall under “A”; but if they stopped attending treatment services, they would fall under “C.”*

Incompletes			
Measure		Pre-release	Post-release
A	Number of participants no longer in the program due to failure to meet program requirements		
B	Number of participants no longer in the program due to court or criminal involvement (technical violation, arrest, conviction, revocation, reincarceration)		
C	Number of participants no longer in the program due to a lack of engagement (no-shows and nonresponsive participants)		
D	Number of participants no longer in the program due to absconding		
E	Number of participants no longer in the program due to relocating or case transfer		
F	Number of participants no longer in the program due to death or serious illness		
G	Number of participants who did not complete the program for other reasons (please specify below) _____ _____ _____		

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RECIDIVISM

The next set of questions is about recidivism among those participating in the co-occurring program and after program completion. Please note that individuals can be included in more than one category. In other words, an individual could have a technical violation and be arrested in the same reporting period.

In-Program Recidivism

45. How many individuals participating in the program have been released from jail/prison **1 to 180 days ago**?
- A. For participants receiving post-release services? _____
46. Enter the number of participants who had any **court** and/or **criminal involvement while participating** in the co-occurring program and who were released from jail/prison **1 to 180 days ago**. *Grantees should only report on those individuals who had court or criminal involvement during the reporting period.*

In-Program Recidivism For Participants Released 1–180 Days Ago		
Measure		Post-release
A	Number of participants who had a technical violation of supervised release while participating in the program	
B	Number of participants who were arrested while participating in the program	
C	Number of participants who were convicted while participating in the program	
D	Number of participants who had a revocation of the terms of supervised release while participating in the program	
E	Number of participants who were reincarcerated while participating in the program	

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47. How many individuals participating in the co-occurring program have been released from jail/prison **181 or more days ago**?
- A. For participants receiving post-release services _____
48. Enter the number of participants who had any **court** and/or **criminal involvement while participating** in the co-occurring program and who were released from jail/prison **181 or more days ago**. *Grantees should only report on those individuals who had court or criminal involvement during the reporting period.*

In-Program Recidivism For Participants Released 181 or More Days Ago		Post-release
Measure		
A	Number of participants who had a technical violation of supervised release while participating in the program	
B	Number of participants who were arrested while participating in the program	
C	Number of participants who were convicted while participating in the program	
D	Number of participants who had a revocation of the terms of supervised release while participating in the program	
E	Number of participants who were reincarcerated while participating in the program	

49. How was the in-program recidivism information obtained for those who had **technical violations**?
- A. The grantee is an agency such as the department of corrections, probation, or parole and has access to this information.
 - B. The grantee has a Memorandum of Understanding (MOU) with a correctional agency that has access to this information.
 - C. The grantee has a linkage agreement with an agency that provides this information.
 - D. The grantee entered unofficial data (through word of mouth or from the participants who reported the incident).
 - E. The grantee does not have access to official justice information.
 - F. Other (Please specify)

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50. How was the in-program recidivism information obtained for those individuals who were **arrested**?
- A. The grantee is an agency such as the department of corrections, probation, or parole and has access to this information.
 - B. The grantee has a Memorandum of Understanding (MOU) with a correctional agency that has access to this information.
 - C. The grantee has a linkage agreement with an agency that provides this information.
 - D. The grantee entered unofficial data (through word of mouth or from the participants who reported the incident).
 - E. The grantee does not have access to official justice information.
 - F. Other (Please specify)
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51. How was the in-program recidivism information obtained for those individuals who were **convicted** of a crime?
- A. The grantee is an agency such as the department of corrections, probation, or parole and has access to this information.
 - B. The grantee has a Memorandum of Understanding (MOU) with a correctional agency that has access to this information.
 - C. The grantee has a linkage agreement with an agency that provides this information.
 - D. The grantee entered unofficial data (through word of mouth or from the participants who reported the incident).
 - E. The grantee does not have access to official justice information.
 - F. Other (Please specify)
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52. How was the in-program recidivism information obtained for those individuals who had **revocations** of the terms of supervised release?
- A. The grantee is an agency such as the department of corrections, probation, or parole and has access to this information.
 - B. The grantee has a Memorandum of Understanding (MOU) with a correctional agency that has access to this information.
 - C. The grantee has a linkage agreement with an agency that provides this information.
 - D. The grantee entered unofficial data (through word of mouth or from the participants who reported the incident).
 - E. The grantee does not have access to official justice information.
 - F. Other (Please specify)

53. How was the in-program recidivism information obtained for those individuals who have been **reincarcerated**?
- A. The grantee is an agency such as the department of corrections, probation, or parole and has access to this information.
 - B. The grantee has a Memorandum of Understanding (MOU) with a correctional agency that has access to this information.
 - C. The grantee has a linkage agreement with an agency that provides this information.
 - D. The grantee entered unofficial data (through word of mouth or from the participants who reported the incident).
 - E. The grantee does not have access to official justice information.
 - F. Other (Please specify)

54. How was the in-program recidivism information **verified**?

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Recidivism for Program Completers

55. Since the start of the BJA Second Chance Act award, have any participants **successfully completed** the co-occurring program requirements?
 A. Yes (Go to question 56)
 B. No (Go to the Treatment Interventions and Services section)
56. Since the start of the BJA Second Chance Act award, how many participants have **successfully completed** the co-occurring program requirements? *Only report on those who have successfully completed the program up to 1 year after completion. For example, if an individual completed the program 1 day ago, he or she would be included in the count. However, if this person completed the program 1 year and 1 day ago, he or she would not be.*
 A. Number of participants who completed pre-release services _____
 B. Number of participants who completed post-release services _____
57. Enter the number of participants who had a **NEW court** and/or **criminal offense** after **successfully completing** the co-occurring program. *Only report on individuals who have recidivated up to 1 year following program completion OR until the end of the grant period. Note that this is an aggregate count across reporting periods. For example, if the program had 15 people complete in the previous reporting period and 30 complete at the end of this reporting period, report recidivism for all 45 individuals.*

Recidivism For Program Completers			
Measure		Pre-release	Post-release
A	Number of participants who had a technical violation of supervised release after successfully completing the program		
B	Number of participants who were arrested for a new offense after successfully completing the program		
C	Number of participants who were convicted of a new offense after successfully completing the program		
D	Number of participants who had a revocation of the terms of supervised release after successfully completing the program		
E	Number of participants who were reincarcerated for a new offense after successfully completing the program		

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58. How was the recidivism information obtained for those who had **technical violations**?
- A. The grantee is an agency such as the department of corrections, probation, or parole and has access to this information.
 - B. The grantee has a Memorandum of Understanding (MOU) with a correctional agency that has access to this information.
 - C. The grantee has a linkage agreement with an agency that provides this information.
 - D. The grantee entered unofficial data (through word of mouth or from the participants who reported the incident).
 - E. The grantee does not have access to official justice information.
 - F. Other (Please specify)

59. How was the recidivism information obtained for those individuals who were **arrested**?
- A. The grantee is an agency such as the department of corrections, probation, or parole and has access to this information.
 - B. The grantee has a Memorandum of Understanding (MOU) with a correctional agency that has access to this information.
 - C. The grantee has a linkage agreement with an agency that provides this information.
 - D. The grantee entered unofficial data (through word of mouth or from the participants who reported the incident).
 - E. The grantee does not have access to official justice information.
 - F. Other (Please specify)

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60. How was the recidivism information obtained for those individuals who were **convicted** of a crime?

- A. The grantee is an agency such as the department of corrections, probation, or parole and has access to this information.
- B. The grantee has a Memorandum of Understanding (MOU) with a correctional agency that has access to this information.
- C. The grantee has a linkage agreement with an agency that provides this information.
- D. The grantee entered unofficial data (through word of mouth or from the participants who reported the incident).
- E. The grantee does not have access to official justice information.
- F. Other (Please specify)

61. How was the recidivism information obtained for those individuals who had a **revocation** of the terms of supervised release?

- A. The grantee is an agency such as the department of corrections, probation, or parole and has access to this information.
- B. The grantee has a Memorandum of Understanding (MOU) with a correctional agency that has access to this information.
- C. The grantee has a linkage agreement with an agency that provides this information.
- D. The grantee entered unofficial data (through word of mouth or from the participants who reported the incident).
- E. The grantee does not have access to official justice information.
- F. Other (Please specify)

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62. How was the recidivism information obtained for those individuals who have been **reincarcerated**?

- A. The grantee is an agency such as the department of corrections, probation, or parole and has access to this information.
- B. The grantee has a Memorandum of Understanding (MOU) with a correctional agency that has access to this information.
- C. The grantee has a linkage agreement with an agency that provides this information.
- D. The grantee entered unofficial data (through word of mouth or from the participants who reported the incident).
- E. The grantee does not have access to official justice information.
- F. Other (Please specify)

63. How was the recidivism information for the program completers **verified**?

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TREATMENT INTERVENTIONS AND SERVICES

The next set of questions is about the number of participants who received services in the following categories: co-occurring services, cognitive-based services, pro-social services, employment services, educational services, and housing services. Grantees should report those participants who received services during the reporting period.

Co-occurring Services

Co-occurring services are therapies that focus on treating mental health and substance abuse dependency together.

64. How many participants received a substance abuse and/or mental health **screening**? *A screening identifies participants who need further assessment or treatment, but it does not establish a definite diagnosis or treatment.*
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
65. How many participants received a substance abuse and/or mental health **clinical assessment**? *A clinical assessment is provided by a licensed clinician and establishes a definite diagnosis and treatment.*
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
66. How many participants were **assessed** as needing co-occurring services?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
67. Does the co-occurring program **refer** individuals out to other agencies so they can participate in co-occurring services?
- A. Yes (Go to question 68)
 - B. No (Go to question 69)
68. How many **NEW participants** were **referred out** to receive co-occurring services?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____

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69. Does the co-occurring program provide co-occurring services **directly** to participants?
- A. Yes (Go to question 70)
 - B. No (Go to the next set of service questions applicable)
70. How many **NEW participants** were **enrolled** in co-occurring services that were **directly provided**?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
71. How many **total** participants were **enrolled** in co-occurring services that were **directly provided**? *The count includes both new enrollees and those previously enrolled who continue to participate in the co-occurring program.*
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____

Cognitive-Based Services

Cognitive-based services are therapies that focus on the thought patterns, feelings, and behaviors of clients. These services aim to help clients change how they think and act.

72. How many participants were **assessed** as needing cognitive-based services?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
73. Does the co-occurring program **refer** individuals out to other agencies so they can participate in cognitive-based services?
- A. Yes (Go to question 74)
 - B. No (Go to question 75)
74. How many **NEW participants** were **referred out** to receive cognitive-based services?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
75. Does the co-occurring program provide cognitive-based services **directly** to participants?
- A. Yes (Go to question 76)
 - B. No (Go to the next set of service questions applicable)

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76. How many **NEW participants** were **enrolled** in cognitive-based services that were **directly provided**?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
77. How many **total** participants were **enrolled** in cognitive-based services that were **directly provided**? *The count includes both new enrollees and those previously enrolled who continue to participate in the co-occurring program.*
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____

Pro-Social Services

Pro-social services are defined as those services that aim to organize an individual's leisure time through active engagement in structured activities. Pro-social services can include programs such as anger and stress management, faith-based services, family counseling, life skills training, mentoring, or peer support groups; and any type of structured activities such as cooking, literacy and reading classes, financial classes, art and painting classes, and exercise classes.

78. How many participants were **assessed** as needing pro-social services?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
79. Does the co-occurring program **refer** individuals out to other agencies to participate in pro-social services?
- A. Yes (Go to question 80)
 - B. No (Go to question 81)
80. How many **NEW participants** were **referred out** to receive pro-social services? *If an individual receives more than one referral to pro-social services, only report that person once.*
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
81. Does the co-occurring program provide pro-social services **directly** to participants?
- A. Yes (Go to question 82)
 - B. No (Go to the next set of service questions applicable)

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82. How many **NEW participants** were **enrolled** in pro-social services that were **directly provided**?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
83. How many **total** participants were **enrolled** in pro-social services that were **directly provided**? *The count includes both new enrollees and those previously enrolled who continue to participate.*
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____

Employment Services

Employment services increase opportunities for ex-offenders to find jobs and stay employed.

84. How many participants were **assessed** as needing employment services?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
85. Does the co-occurring program **refer** individuals out to other agencies to participate in employment services?
- A. Yes (Go to question 86)
 - B. No (Go to question 87)
86. How many **NEW participants** were **referred out** to receive employment services?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
87. Does the co-occurring program provide employment services **directly** to participants?
- A. Yes (Go to question 88)
 - B. No (Go to the next set of service questions if applicable)
88. How many **NEW participants** were **enrolled** in employment services that were **directly provided**?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____

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89. How many **total** participants were **enrolled** in employment services that were **directly provided**? *The count includes both new enrollees and those previously enrolled who continue to participate.*
- A. For participants receiving pre-release services _____
- B. For participants receiving post-release services _____
90. How many participants who were directly provided with employment services **obtained employment**? *Only report individuals who obtained employment once.*
- A. For participants receiving pre-release services _____
- B. For participants receiving post-release services _____
91. How many participants who were directly provided with employment services have been employed for **3 or more months**? *Only report individuals who maintained employment for 3 or more months once. Participants are considered to have maintained employment if a job is lost and a new job is found within 30 days.*
- A. For participants receiving pre-release services _____
- B. For participants receiving post-release services _____
92. How many participants who were directly provided with employment services have been employed for **6 or more months**? *Only report individuals who maintained employment for 6 or more months once. Participants are considered to have maintained employment if a job is lost and a new job is found within 30 days.*
- A. For participants receiving pre-release services _____
- B. For participants receiving post-release services _____

Educational Services

Educational services foster knowledge by helping participants develop daily life skills that can enhance their opportunities.

93. How many participants were **assessed** as needing educational services?
- A. For participants receiving pre-release services _____
- B. For participants receiving post-release services _____
94. Does the co-occurring program **refer** individuals out to other agencies to participate in educational services?
- A. Yes (Go to question 95)
- B. No (Go to question 96)

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95. How many **NEW participants** were **referred out** to receive educational services?
A. For participants receiving pre-release services _____
B. For participants receiving post-release services _____
96. Does the co-occurring program provide educational services **directly** to participants?
A. Yes (Go to question 97)
B. No (Go to the next set of service questions applicable)
97. How many **NEW participants** were **enrolled** in educational services that were **directly provided**?
A. For participants receiving pre-release services _____
B. For participants receiving post-release services _____
98. How many **total** participants were **enrolled** in educational services that were **directly provided**? *The count includes both new enrollees and those previously enrolled who continue to participate.*
A. For participants receiving pre-release services _____
B. For participants receiving post-release services _____
99. How many participants who were directly provided with educational services obtained a **GED** certificate?
A. For participants receiving pre-release services _____
B. For participants receiving post-release services _____
100. How many participants who were directly provided with educational services obtained a **high school diploma**?
A. For participants receiving pre-release services _____
B. For participants receiving post-release services _____
101. How many participants who were directly provided with educational services obtained a **vocational certificate**?
A. For participants receiving pre-release services _____
B. For participants receiving post-release services _____
102. How many participants who were directly provided with educational services obtained a **higher education**? *Higher education includes college and graduate degrees.*
A. For participants receiving pre-release services _____
B. For participants receiving post-release services _____

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Housing Services

Housing services are designed to help individuals or families find, obtain, or retain suitable housing. Transitional housing can also be included in these services.

103. How many participants were **assessed** as needing housing services?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
104. Does the co-occurring program **refer** individuals out to other agencies to participate in housing services?
- A. Yes (Go to question 105)
 - B. No (Go to question 106)
105. How many **NEW participants** were **referred out** to receive housing services?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
106. Does the co-occurring program provide housing services **directly** to participants?
- A. Yes (Go to question 107)
 - B. No (Go to the narrative section, when applicable)
107. How many NEW participants were enrolled in housing services that were directly provided?
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
108. How many **total** participants were **enrolled** in housing services that were **directly provided**? *The count includes both new enrollees and those previously enrolled who continue to participate.*
- A. For participants receiving pre-release services _____
 - B. For participants receiving post-release services _____
109. How many participants who were directly provided with services **obtained housing**? *Only report individuals who obtained housing once.*
- A. For participants receiving post-release services _____

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110. How many participants who were directly provided with services were housed for **3 or more months**? *Only report individuals who maintained housing for 3 or more months once.*

A. For participants receiving post-release services _____

111. How many participants who were directly provided with services were housed for **6 or more months**? *Only report individuals who maintained housing for 6 or more months once.*

A. For participants receiving post-release services _____

**BUREAU OF JUSTICE ASSISTANCE
SEMIANNUAL NARRATIVE QUESTIONS**

NARRATIVE QUESTIONS

You will be asked to answer the following questions in January and July of each calendar year. Answer the questions based on the 6-month period. You can use up to 8,000 characters for each response.

1. What were your accomplishments within this reporting period?

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

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

4. Is there any assistance that BJA can provide to address any problems/barriers identified in question #3?

- B. Yes (Please explain below)
- C. No (Go to question 5)

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5. Are you on track to fiscally and programmatically complete your program as outlined in your grant application?

- A. Yes (Go to question 6)
- B. No (Please explain below)

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

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

THANK YOU FOR PARTICIPATING!