

**OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION**  
**TITLE II FORMULA GRANT PROGRAM**

**PA 16: PROTECTING JUVENILE RIGHTS**

**Bold indicates mandatory measures**

Projects to develop and implement activities focused on improving services for and protecting the rights of youth affected by the juvenile justice system, including hiring court-appointed defenders, providing training, coordination, and innovative strategies for indigent defense services.

Enter data for all mandatory and applicable measures.

Enter zero (0) if you are able to collect and report data for the measure but there was no activity during the reporting period. If you enter 0 for another reason (e.g., data not tracked, activity not applicable), please explain in the text box available at the end of data reporting.

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| # | Measure  | Definition   | Data Grantee Reports  | Record Data Here |
|---|--|--|---|------------------|
| 1 | Number of program slots available  | 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.  | A. Number of client service slots available during the reporting period   |                  |
| 2 | Number of investigations conducted   | The number of investigations conducted by an advocate during the reporting period. Program records are the preferred data source   | A. Number of investigations conducted   |                  |
| 3 | Number of FTEs funded with Formula Grant funds                                 | The number of staff funded by Formula Grants (FGs), as measured through the number of full-time equivalents (FTE) staff working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program by 2080.   | A. Number of FTEs funded with FG funds  |                  |
| 4 | Number of program materials developed  | The number of program materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, and 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.  | A. Number of program materials developed  |                  |
| 5 | Number and percent of program staff trained                                    | The number and percent of program staff who are trained during the reporting period. Program staff includes full- and part-time employees and/or volunteers. 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 be 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 staff who participated in training<br>B. Total number of program staff<br>C. Percent (A/B)                     |                  |
| 6 | Number of hours of program staff training provided                             | The number of training hours provided to program staff during the reporting period. Training includes in-house and external trainings.   | A. Number of hours of training provided to program staff  |                  |
| 7 | Number of planning activities conducted  | The number of planning activities undertaken during the reporting period. Planning activities include meetings held and needs assessments undertaken.  | A. Number of planning activities undertaken   |                  |
| 8 | Number of program/agency policies or procedures created, amended, or rescinded | 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 program policies that are either relevant to the topic area or that affect program operations.  | A. Number of policies or procedures created, amended, or rescinded  |                  |
| 9 | <b>Number of program youth served</b>  | 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 the 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.   | A. Number of program youth carried over from the previous reporting period, plus new admissions during the reporting period |                  |

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| 10 | Average length of stay in program  | The average number of days that participating youth remain in the program. Include data for youth who complete program requirements prior to program exit and for those who do not. Program records are the preferred data source.   | A. Total number of days between intake and program exit across all youth served<br>B. Number of cases closed<br>C. Percent (A/B)   |                  |
| 11 | Average length of tenure per advocate                                    | The average length of time, in days, advocates remain with the program. Program records are the preferred data source.   | A. Total number of days of service across all advocates<br>B. Number of advocates<br>C. Percent (A/B)  |                  |
| 12 | Number of hours of advocate training provided                            | The number of training hours provided to advocates during the reporting period. Training includes in-house and external trainings, as long as it is possible to verify that the targeted advocates were aware of the training opportunity.   | A. Number of hours of training provided to advocates   |                  |
| 13 | Number of hours spent in advocacy activities                             | The number of hours spent in advocacy activities during the reporting period.  | A. Number of hours spent in advocacy activities  |                  |
| 14 | Number of advocates trained  | The number of advocates who are trained during the reporting period. Program records are the preferred data source.  | A. Number of advocates who undergo training in advocacy  |                  |
| 15 | FG money per youth served  | The program costs, in dollars, divided by the number of youth served. Program records and financial statements are the preferred data sources.   | A. Amount spent by program<br>B. Number of youth served<br>C. Average (A/B)  |                  |
| 16 | Number of youth referred   | 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.   | A. Number of youth referred  |                  |
| 17 | Average time from assignment of case to first meeting with program youth | The average number of days from the time a program youth's case is assigned to a mentor or a youth court advocate during a reporting period. Program file is the preferred data source.  | A. Total number of days from assignment to first meeting<br>B. Number of youth who had a first meeting<br>C. Average (A/B)   |                  |
| 18 | <b>Number and percent of program youth who OFFEND (short term)</b>       | <p>The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored for arrests or offenses. Ideally this number should be all youth served by the program during the reporting period.</p> <p>A youth may be "committed" to a juvenile facility any time that he/she is held overnight. Certain jurisdictions refer to adjudications as "sentences."</p> <p>Other sentences may be community-based sanctions, such as community service, probation, etc.</p> <p>Example: If I am tracking 50 program youth, then B would be 50. Of these 50 program youth I am tracking, if 25 were arrested or had a delinquent offense during the reporting period, then C would be 25. This logic should follow for D, E, and F values. The percent of youth offending who are measured short term will be autocalculated in G.</p> | A. Total number of program youth served during the reporting period<br>B. Number of program youth tracked during the reporting period<br>C. Of B, the number of program youth who had an arrest or delinquent offense during the reporting period<br>D. Number of program youth who were committed to a juvenile facility during the reporting period<br>E. Number of program youth who were sentenced to adult prison during the reporting period<br>F. Number of youth who received another sentence during the reporting period<br>G. Percent OFFENDING (C/B) |                  |

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| #  | Measure   | Definition  | Data Grantee Reports  | Record Data Here |
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| 19 | <b>Number and percent of program youth who OFFEND</b> (long term)     | <p>The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored 6–12 months after completing program requirements.</p> <p>A youth may be “committed” to a juvenile facility any time that he/she is held overnight. Certain jurisdictions refer to adjudications as “sentences.”</p> <p>Other sentences may be community-based sanctions, such as community service, probation, etc.</p> <p>Example: A grantee may have several youth who exited the program 6–12 months ago; however, they are tracking only 100 of them. Therefore, the A value will be 100. Of these 100 program youth who exited the program 6–12 months ago, 65 had an arrest or delinquent offense during the reporting period; therefore, the B value should be recorded as 65. This logic should follow for C, D, and E values. The percent of youth offending who are measured long term will be autocalculated in F.</p> | <p>A. Total number of program youth tracked during the reporting period who exited the program 6-12 months ago</p> <p>B. Of A, the number of program youth who had an arrest or delinquent offense during the reporting period</p> <p>C. Number of program youth who were committed to a juvenile facility during the reporting period</p> <p>D. Number of program youth who were sentenced to adult prison during the reporting period</p> <p>E. Number of youth who received another sentence during the reporting period</p> <p>F. Percent OFFENDING (B/A)</p>                                     |                  |
| 20 | <b>Number and percent of program youth who RE-OFFEND</b> (short term) | <p>The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored for new arrests or offenses. Ideally this number should be all youth served by the program during the reporting period.</p> <p>Certain jurisdictions refer to adjudications as “sentences.”</p> <p>Other sentences may be community-based sanctions, such as community service, probation, etc.</p> <p>Example: If I am tracking 50 program youth, the B value would be 50. Of these 50 program youth I am tracking, if 25 had a new arrest or a new delinquent offense during the reporting period, then C would be 25. This logic should follow for D, E, and F values. The percent of youth reoffending who are measured short term will be autocalculated in G.</p>  | <p>A. Total number of program youth served during the reporting period</p> <p>B. Number of program youth tracked during the reporting period</p> <p>C. Of B, number of program youth who had a new arrest or new delinquent offense during the reporting period</p> <p>D. Number of program youth who were recommitted to a juvenile facility during the reporting period</p> <p>E. Number of program youth who were sentenced to adult prison during the reporting period</p> <p>F. Number of youth who received another sentence during the reporting period</p> <p>G. Percent RECIDIVISM (C/B)</p> |                  |

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| 21 | <b>Number and percent of program youth who RE-OFFEND (long term)</b>  | <p>The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source.</p> <p>The number of youth tracked should reflect the number of program youth who are followed or monitored 6–12 months after completing program requirements.</p> <p>Certain jurisdictions refer to adjudications as “sentences.”</p> <p>Other sentences may be community-based sanctions, such as community service, probation, etc.</p> <p>Example: A grantee may have several youth who exited the program 6–12 months ago; however, they are tracking only 100 of them. Therefore, the A value will be 100. Of these 100 program youth who exited the program 6–12 months ago, 65 had an arrest or delinquent offense during the reporting period; therefore, the B value should be recorded as 65. This logic should follow for C, D, and E values. The percent of youth offending who are measured long term will be autocalculated in F.</p> | <p>A. Total number of program youth tracked during the reporting period who exited the program 6-12 months ago</p> <p>B. Of A, the number of program youth who had a new arrest or new delinquent offense during the reporting period</p> <p>C. Number of program youth who were recommitted to a juvenile facility during the reporting period</p> <p>D. Number of program youth who were sentenced to adult prison during the reporting period</p> <p>E. Number of youth who received another sentence during the reporting period</p> <p>F. Percent RECIDIVISM (B/A)</p> |                  |
| 22 | <b>Number of allegations of civil rights violations filed</b>         | The number of allegations of civil rights violations filed during the reporting period. Case files are the preferred data source.   | A. Number of allegations of civil rights violations   |                  |
| 23 | Number and percent of youth affected by civil rights violations       | The number and percent of youth affected by civil rights violations during the reporting period.  | <p>A. Number of youth affected by violations</p> <p>B. Number of target youth</p> <p>C. Percent (A/B)</p>   |                  |
| 24 | Number and percent of substantiated civil rights violations           | The number and percent of substantiated civil rights violations during the reporting period.  | <p>A. Number of substantiated violations</p> <p>B. Number of violations filed</p> <p>C. Percent (A/B)</p>   |                  |
| 25 | <b>Number and percent of court hearings attended by an advocate</b>   | The number and percent of court hearings that a volunteer advocate attended on behalf of a juvenile. Case records are the preferred data source.  | <p>A. Number of court hearings attended</p> <p>B. Number of court hearings</p> <p>C. Percent (A/B)</p>  |                  |
| 26 | Number and percent of advocates satisfied with process/program        | The number and percent of advocates who report being satisfied with the process in areas such as general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.  | <p>A. Number of advocates who report being satisfied with the program</p> <p>B. Number of advocates who respond to survey</p> <p>C. Percent (A/B)</p>   |                  |
| 27 | Number and percent of JJ staff satisfied with process/program         | The number and percent of Juvenile Justice (JJ) staff who report being satisfied with the process in areas such as general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.  | <p>A. Number of JJ staff who report being satisfied with the program</p> <p>B. Number of JJ staff with the program</p> <p>C. Percent (A/B)</p>  |                  |
| 28 | Number and percent of program families satisfied with process/program | 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.   | <p>A. Number of program families satisfied with the program</p> <p>B. Total number of program families</p> <p>C. Percent (A/B)</p>  |                  |

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|----|--|---|--|------------------|
| 29 | Number and percent of program youth satisfied with process/program               | The number 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<br>B. Total number of program youth<br>C. Percent (A/B)  |                  |
| 30 | Number and percent of program staff with increased knowledge of the program area | The number and percent 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 have to be 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<br>B. Number of program staff trained during the reporting period and returning surveys<br>C. Percent (A/B)  |                  |
| 31 | Number and percent of assignments lasting until case completion                  | The number and percent of cases where the volunteer advocate remained involved with the case until the case was closed. Case records are the preferred data source.   | A. Number of volunteer advocates remaining active until case completion<br>B. Number of volunteer advocates in the program<br>C. Percent (A/B)   |                  |
| 32 | <b>Number and percent of program youth who are REVICTIMIZED</b> (short term)     | The revictimization measure counts the number of youth who experienced subsequent victimization. Victimization can be physical or psychological; it also includes harm or adverse effects to youths' property.<br><br>The number of youth tracked should reflect the number of program youth who are followed or monitored for revictimization. Ideally this number should be all youth served by the program during the reporting period.<br><br>Example: If I am tracking 50 program youth, then the B value would be 50. Of these 50 program youth, if 25 of them were revictimized during the reporting period, then C would be 25. The percent of youth who are revictimized that are measured short term will be autocalculated in D based on B and C values. | A. Total number of program youth served during the reporting period<br>B. Number of program youth tracked during the reporting period for revictimization<br>C. Of B, the number of program youth who were revictimized<br>D. Percent REVICTIMIZED (C/B) |                  |
| 33 | <b>Number and percent of program youth who are REVICTIMIZED</b> (long term)      | The revictimization measure counts the number of youth who experienced subsequent victimization. Victimization can be physical or psychological; it also includes harm or adverse effects to youths' property.<br><br>The number of youth tracked should reflect the number of program youth that are followed or monitored for revictimization 6–12 months after exiting the program.<br><br>Example: If I am tracking 50 program youth, the A value would be 50. Of these 50 program youth I am tracking, if 25 were revictimized during the reporting period, then B would be 25. The percent of youth who are revictimized that are measured long term will be autocalculated in C based on A and B values.   | A. Number of program youth exiting the program 6-12 months ago tracked for revictimization during the reporting period<br>B. Of A, the number of program youth who were revictimized during the reporting period<br>C. Percent REVICTIMIZED (B/A)        |                  |

**Additional Comments**

*Please Note:* Enter zero (0) if you are able to collect and report data for the measure but there was no activity during the reporting period. If you enter 0 for another reason (e.g., data not tracked, activity not applicable), please explain.