

**OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
TITLE V FORMULA GRANTS PROGRAM**

DCTAT GRANTEE DATA COLLECTION FORM

Reporting Period: _____

This document is for your use to assist with gathering information that should be reported into the DCTAT tool. It is not necessary to submit this form to OJJDP. It is only for your information.

Award Information

1. Please enter the Federal Fiscal Year : _____

Please enter project start date: (Prepopulated) _____
(mm/dd/yyyy)

Please enter project end date: (Prepopulated) _____
(mm/dd/yyyy)

2. Please enter the total amount of federal award used for statewide activities during this reporting period:
(Federal Funds only)

*Any funds reported only represent an estimate of dollars allocated or used for activities covered by this grant award.

\$ _____

3. Please enter the subaward numbers or other descriptor that you use to track your Statewide activities:

Measure Selection

The following measures are MANDATORY

Measure	Record Data Here
4 – Number and percent of program staff trained	
5 – Number of hours of program staff training provided	
9 – Number of program youth served	
12 – Number of planning activities conducted	
13 – Number of assessment studies conducted	
14 – Number of data improvement projects implemented	
15 – Number of objective decision-making tools developed	
1 – Number and percent of program youth who OFFEND during the reporting period (Short Term Measure)	
1 – Number and percent of program youth who OFFEND during the reporting period (Long Term Measure)	

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Mandatory Measures

You must select at least one of the following target behaviors

Select	Measure	Record Data Here
	5a Substance use 5a Substance use	
	5b School attendance 5b School attendance	
	5c Family relationships 5c Family relationships	
	5d Antisocial behavior 5d Antisocial behavior	

Applicable Mandatory Measures

You must select all indicators that apply to your program.

Select	Measure	Record Data Here
	3 – Number of programs implemented	
	1 – Number of state agencies reporting improved data collection systems (Short Term)	
	1 – Number of state agencies reporting improved data collection systems (Long Term)	
	2 – NUMBER OF LOCAL AGENCIES REPORTING IMPROVED DATA COLLECTION SYSTEMS (Short Term)	
	2 – NUMBER OF LOCAL AGENCIES REPORTING IMPROVED DATA COLLECTION SYSTEMS (Long Term)	
	6 – Number and percent of program youth completing program requirements (Short Term)	
	11 – NUMBER OF CONTRIBUTING FACTORS DETERMINED FROM ASSESSMENT STUDIES (Short Term)	
	12 – Number of contact points reporting reduction in disproportionality at the state level (Long Term)	
	13 – Number of contact points reporting reduction in disproportionality at the local level (Long Term)	
	14 – NUMBER AND PERCENT OF RECOMMENDATIONS FROM ASSESSMENT STUDIES IMPLEMENTED (Long Term)	

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Output Measures

You may select additional OUTPUT measures.

Select	Measure	Record Data Here
	2 – Number of FTEs funded by FG \$	
	6 – Number of non-program personnel trained	
	7 – Number of hours of non-program personnel training provided	
	8 – Number of program materials developed during the reporting period	
	10 – Number of service hours completed	
	11 – Average length of stay in program	
	16 – Number of program/agency policies or procedures created, amended, or rescinded	

Outcome Indicators

You may select additional OUTCOME measures.

Select	Measure	Record Data Here
	1 – Number and percent of program youth who RE-OFFEND (Short Term)	
	1 – Number and percent of program youth who RE-OFFEND (Long Term)	
	3 – Number of minority staff hired (Short Term)	
	7 – Number and percent of program families satisfied with program (Short Term)	
	8 – Number and percent of program youth satisfied with program (Short Term)	
	9 – Number and percent of program staff with increased knowledge of program area (Short Term)	
	10 – Number and percent of non-program personnel with increased knowledge of program area (Short Term)	

Performance Measures

For this section, please find the “performance measure grid by category” on the DCTAT sign-in page under the grant program name. Please print out the selected program category grids to add to this document. Record the collected data in the “Record Data Here” column for each performance measure.

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Narrative Questions

Please respond to each question below. Your response should reflect activity that occurred during the previous 12-month period.

#	Question	Information Grantee Provides
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 OJJDP can offer you to address any problems/barriers identified in question #3 above?	
5	Are you on track to fiscally and programmatically complete your program as outlined in your grant application??	
6	What major activities are planned for the next six months?	
7	Based on your knowledge of the juvenile justice field, are there any innovative programs/accomplishments that you would like to share with OJJDP?	