

**OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION**  
**TRIBAL JUVENILE ACCOUNTABILITY DISCRETIONARY GRANT PROGRAM (T-JADG)**

**HIRING COURT STAFF/PRETRIAL SERVICES**

#	Output Measure	Definition	Data Grantee Provides	Record Data Here
1	Amount of JABG/Tribal JADG funds awarded for system improvement  System Improvements Mandatory	The amount of JABG/Tribal JADG funds in whole dollars that are awarded for System Improvement during the reporting period. Program records are the preferred source.	A. Funds awarded to program for services	
2	Number and percent of each of the following types of staff hired: judges, probation officers, defenders, special advocates, pretrial service staff	Determine the distribution of the money. Appropriate for projects that hire staff. Report the raw number of staff hired by staff type. Percent is the raw number (by staff type) divided by the total number of staff (by type).	A. Number of judges hired B. Total number of judges C. Percent (a/b) D. Number of probation officers hired E. Total number of probation officers: F. Percent (d/e) G. Number of defenders hired: H. Total number of defenders I. Percent (g/h) J. Number of special advocates hired K. Total number of special advocates: L. Percent (j/k) M. Number of pretrial service staff hired N. Total number of pretrial staff O. Percent (m/n)	
3	Number of cases per staff member	Measure of infrastructure. Appropriate for programs that serve youth. Report the number of cases open at any point during the reporting period divided by the number of client staff (i.e., staff that work directly with clients).	A. Number of cases B. Number of court staff C. Number of cases per staff (a/b)	
4	Number and percent of vacant positions for each of the following staff types: judges, probation officers, defenders, special advocates, pretrial service staff"	Determine program operational capacity. Appropriate for programs with the type of staff listed. Report the raw number of vacant positions. Percent is the raw number divided by the total number of positions (open and filed).	A. Number of vacant positions B. Total number of positions C. Percent (a/b)	
5	Number of different pretrial service types	Determine program scope. Appropriate for programs that offer pretrial services. Report the raw number of types of pretrial services offered. Include both service types directly delivered by the program as well as service types that youth have access to through the program. Different programs would be those, for example, that offer different services, serve different populations, have different procedures or criteria for inclusion or operation, or are run by different people/agencies/organizations.	A. Number of different types of pretrial services	
6	Number of pretrial service slots	Determine program scope. Appropriate for programs that offer pretrial services. Report the raw number of different pretrial services slots that the program has at any one time. Include both services directly delivered by the program as well as services that youth have access to through the program. For example, if a program can assess 5 youth at one time and offers a drug education course for 10 youth per session, the number of slots would be 15.	A. Number of pretrial service slots	

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7	Number of hours of training about pretrial services offered to staff	Measure of infrastructure. Appropriate for programs whose staff delivers pretrial services. Report the raw number of hours of training offered about pretrial services. Include in-house and external training and any training medium (classes, observations, on-line, etc.) as long as it can be verified that staff were aware of the training opportunity and were able to avail themselves of it (e.g., the training was not cost prohibitive or offered at a time that conflicted with other necessary duties). Include training that started during the reporting period even if the training did not conclude before the end of the period.	A. Number of hours of training offered	
8	Number and percent of staff trained in pretrial services (including screening)	Measure of infrastructure. Appropriate for programs whose staff delivers pretrial services. Report the raw number of staff to receive some training about pretrial services. Include in-house and external training and any training medium (e.g., classes, observations, on-line, etc.) as long as training receipt can be verified. Include staff that started training during the reporting period even if the training did not conclude before the end of the period. Percent is the raw number divided by the total number of pretrial staff.	A. Number of staff trained in pretrial services B. Number of staff C. Percent (a/b)	
9	Number of training requests RECEIVED	This measure represents the number of training requests received during the reporting period. Requests can come from individuals or organizations served.	A. Number of training requests received during the reporting period.	
10	Number of technical assistance requests RECEIVED	This measure represents the number of technical assistance requests received during the reporting period. Requests can come from individuals or organizations served.	A. Number of technical assistance requests received during the reporting period	
11	Number of program materials developed during the reporting period	This measure represents the number of program materials that were developed during the reporting period. Include only substantive materials such as program overviews, client workbooks, 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	
12	Number of planning or training events held during the reporting period	This measure represents the number of planning or training activities held during the reporting period. Planning and training activities include creation of task forces or inter-agency committees, meetings held, needs assessments undertaken, etc. Preferred data source is program records.	A. Number of planning or training activities held during the reporting period	
13	Number of people trained during the reporting period	This measure represents the number of people trained during the reporting period. The number is the raw number of people receiving 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 of training can be verified. Training does not have to have been completed during the reporting period. Preferred data source is program records.	A. Number of people trained	

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#	Output Measure	Definition	Data Grantee Provides	Record Data Here
14	Percent of those served by training and technical assistance (TTA) who reported implementing an evidence based program and/or practice during or after the TTA.	Number and percent of programs served by TTA that reported implementing an evidence-based program / and or practice during or after the TTA. 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.	A. Number of programs served by TTA that reported using an evidence-based program and / or practice. B. Number of programs served by TTA C. Percent of programs served by TTA that report using an evidence-based program and / or practice (A/B)	
15	Percent of people exhibiting an increased knowledge of the program area during the reporting period	This measure represents the number of people who exhibit an increased knowledge of the program area after participating in training. Use of pre and posttests is preferred.	A. Number of people exhibiting an increase in knowledge post-training. B. Number of people trained during the reporting period. C. Percent of people trained who exhibited increased knowledge (A/B)	
16	Number of program policies changed, improved, or rescinded during the reporting period	This measure represents the number of cross-program or agency policies or procedures changed, improved, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of programs and/or agencies. Include polices that are relevant to the topic area of the program or that affect program operations. Preferred data source is program records.	A. Number of programs policies changed during the reporting period B. Number of programs policies rescinded during the reporting period	
17	Percent of organizations reporting improvements in operations based on training and technical assistance (TTA).	The number and percent of organizations reporting improvements in operations as a result of TTA one to six months post-service.	A. The number of organizations reporting improvements in operations as a result of TTA one to six months post-service B. The total number of organizations served by TTA during the reporting period C. Percent of organizations reporting improvements (A/B)	

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#	Outcome Measure	Definition	Data Grantee Provides	Record Data Here
18	Number of pretrial services received per youth	Measure of program implementation and coverage. Appropriate for any program offering pretrial services or serving pretrial youth. Report the number of pretrial services (e.g., individual services, not service types) divided by the number of youth served.	A. Number of individual services delivered B. Number of youth served C. Number of services per youth (A/B)	
19	Number of hours per week and percent of staff time spent directly serving clients (short term)	Measure of program implementation. Appropriate for programs with any of the following types of staff: judges, probation officers, defenders, special advocates, pretrial service staff. Report the average number of hours, by staff type, that staff spent in contact with youth (in person, by telephone, by e-mail, etc.) Percent is the average number of hours per week divided by the total number of hours those staff work per week. For example, if staff A spends 15 hours per week and staff B spends 35 hours per week, the average number of hours is 25 hours per week. If they each work 40 hours per week, the percent is 63 percent.	A. Average number of hours judges spend in direct service per week B. Average number of hours judges work per week C. Percent (a/b) D. Average number of hours probation officers spend in direct service per week E. Average number of hours probation officers work per week F. Percent (d/e) G. Average number of hours defenders spend in direct service per week H. Average number of hours defenders work per week: I. Percent (g/h) J. Average number of hours special advocates spend in direct service per week K. Average number of hours special advocates work per week L. Percent (j/k) M. Average number of hours pretrial service staff spend in direct service per week N. Average number of hours pretrial service staff work per week O. Percent (m/n)	
20	Number and percent of youth screened (short term)	Measure of program implementation. Appropriate for programs that deliver services to youth or refer youth to services. Report the raw number of youth to receive a complete screening. Percent is the raw number divided by the total number of youth in the program.	A. Number of youth screened B. Number of youth in program C. Percent (a/b)	
21	Number and percent of youth assessed (short term)	Measure of program implementation. Appropriate for programs that deliver services to youth or refer youth to services. Report the raw number of youth to receive a complete assessment. Percent is the raw number divided by the total number of youth in the program.	A. Number of youth assessed B. Number of youth in program C. Percent (a/b)	
22	Average time in hours from first contact to screening (short term)	Measure of program efficiency. Appropriate for programs that conduct youth screening or refer youth to screening. Report the raw number of hours from determination that a youth needs a screening to the screening being completed. The determination can be based on a rule (e.g., all youth brought to the intake center must be screened) or a judgment (e.g., case managers evaluate which youth receive screening based on their clinical judgment).	A. Average number of hours from determination of screening need to end of screening	

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23	Average time in hours from screening to assessment (short term)	Measure of program efficiency. Appropriate for programs that assess clients or refer clients for assessment. Report the average number of hours from youths' screening being completed (i.e., all screening data being completely collected) to their assessment being completed (i.e., all assessment data being completely collected).	A. Average number of hours from end of screening to end of assessment	
24	Number of youth to receive pretrial services (short term)	Measure of program implementation and coverage. Most appropriate for local government departments or agencies, including court or prosecution units through which pretrial youth are processed. Report the raw number of youth to receive at least one pretrial service. Percent is the raw number divided by the total number of youth seen that meet the criteria for pretrial services.	A. Number of youth receiving pretrial service B. Number of youth that meet pretrial criteria C. Percent (a/b)	
25	Average time in days from referral to pretrial services to completion of pretrial processing (intermediate term)	Measure of program efficiency. Appropriate for programs that provide pretrial services. Report the average number of calendar days from a case being officially referred to pretrial services to the case being closed by the pretrial program. Referral can be an automatic event, such as the end of one phase triggering the start of the pretrial phase or a referral by staff based on judgment.	A. Average number of days from referral to the completion of pretrial processing	
26	Number and percent of complete case files	Measure of infrastructure. Appropriate for programs that track clients or client information such as treatment providers, probation departments, or court units. Report the raw number of case files that have all of the required information. If there are no formal requirements, determine a minimum criteria for a complete file and use that as the requirement. Time dependent requirements are fine. For example, youth that have been in the program for 1 week must have a screening and assessment, while youth who have been in the program for 6 months should have a screening, assessment, at least one urinalysis, and six sets of case manager meeting notes. Percent is the raw number divided by the number of open cases.	A. Number of complete files B. Number of open cases C. Percent (A/B)	
27	Average time in days from referral to pretrial services to completion of pretrial processing	Measure of program efficiency. Appropriate for programs that provide pretrial services. Report the average number of calendar days from a case being officially referred to pretrial services to the case being closed by the pretrial program. Referral can be an automatic event, such as the end of one phase triggering the start of the pretrial phase or a referral by staff based on judgment.	A. Average number of days from referral to the completion of pretrial processing	

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28	Number and percent pretrial appointments missed by youth or families (intermediate term)	Measure of youth accountability. Appropriate for programs providing or overseeing pretrial services. Report the raw number of pretrial appointments (e.g., assessments, case management meetings, court appearances, appointments for services arranged through the pretrial program) that have been missed by youth, or the youth's family, assigned to the pretrial program. Include face-to-face and other meetings or appointments. Percent is the raw number divided by the total number of appointments scheduled.	A. Number of pretrial appointments missed B. Number of pretrial appointments scheduled C. Percent (a/b)	
29	Number and percent of youth to go through the system as intended (no service gaps, in the intended order, etc.) (intermediate term)	Measure of system operations and accountability. Appropriate for operational pretrial programs. Report the raw number of youth whose progress through the program matched the intended client flow developed for the program. For example, this includes having events occur in the anticipated order (screening before assessment, before service referral), events occurring according to schedule (e.g., screenings occurring within 24 hours of program intake). Percent is the raw number divided by the total number of clients in the program.	A. Number of clients that flow through program as intended B. Number of clients C. Percent (a/b)	
30	Number and percent of youth to receive mental health services (intermediate term)	Measure of program scope. Appropriate for programs that offer pretrial services. Report the raw number of youth to receive a mental health service. Do not include mental health assessments. Do include clinical services that the client receives based on their participation in the program whether those services are delivered directly through the program or through a third-party provider.	A. Number of youth to receive mental health services B. Number of youth served C. Percent (a/b)	