# 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

Organization Name: (Prepopulated) \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Solicitation: (Prepopulated) \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Federal Award Number: (Prepopulated) \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Award Period Start Date: (Prepopulated)

(mm/dd/yyyy)

Award Period End Date: (Prepopulated)

(mm/dd/yyyy)

Federal Award Amount: (Prepopulated) $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Was there grant activity during the reporting period? *Grant activity is defined as proposed activities in the OJJDP-approved grant application that are implemented or executed with the OJJDP grant.*

YES \_\_\_ NO \_\_\_

1. Please enter the state(s) where activities are conducted: \_\_\_\_\_\_\_\_\_\_\_\_   
   *(To select multiple entries for State(s), hold down CTRL and then left click the entries you wish to select.)*
2. Please enter the Project Title:
3. Please enter the Project Description:

1. Please enter the Implementing Organization Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Please enter the Implementing Organization Type:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Target Population for this Award/Subaward

Please check the appropriate boxes to indicate for this Award/Subaward:

1. The population actually served during the project period; and
2. The populations, if any, to which the program offers targeted services.

Targeted services include any services or approaches specifically designed to meet the needs of the population (e.g., gender specific, culturally based, developmentally appropriate services).

|  |  |  |  |
| --- | --- | --- | --- |
|  | Population | 1. Did you serve this group during the project period? | 2. Did this award/subaward provide targeted services for any of the following groups? |
| **RACE/ETHNICITY** | American Indian/Alaskan Native  Asian  Black/African American  Caucasian/Non-Latino  Hispanic or Latino (of any race)  Native Hawaiian and Other Pacific Islander  Other Race  White/Caucasian  Youth population not directly served | \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_ | \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_ |
| **JUSTICE** | At-Risk Population (no prior offense)  First Time Offenders  Repeat Offenders  Sex Offenders  Status Offenders  Violent Offenders  Youth population not directly served | \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_ | \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_ |
| **GENDER** | Male  Female  Youth population not directly served | \_\_\_  \_\_\_  \_\_\_ | \_\_\_  \_\_\_  \_\_\_ |
| **AGE** | 0-10  11-18  Over 18  Youth population not served directly | \_\_\_  \_\_\_  \_\_\_  \_\_\_ | \_\_\_  \_\_\_  \_\_\_  \_\_\_ |
| **GEO** | Rural  Suburban  Tribal  Urban  Youth population not directly served | \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_ | \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_ |
| **OTHER** | Mental Health  Substance Abuse  Truant/Dropout | \_\_\_  \_\_\_  \_\_\_ | \_\_\_  \_\_\_  \_\_\_ |

## Performance Measures

You may use this section to record the collected data for the “data grantee provides” indicated for each performance measure. Please find the “performance measures grid” on the DCTAT sign-in page under the grant program name. You may print out the performance measures grid document so that it completes this section of the data collection form**.**