# DCTAT 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 Start Date: (Prepopulated)

(mm/dd/yyyy)

Award End Date: (Prepopulated)

(mm/dd/yyyy)

Federal Award Amount: (Prepopulated) $

1. Was there grant activity during the reporting period? \_\_\_ Yes \_\_\_ No  
Grant activity is defined as proposed activities in the OJJDP-approved grant application that are implemented or executed with the OJJDP grant.

2. Please enter the Federal Congressional District(s) where services are provided:

Scroll boxes will appear in the system, where you will select your State/territory and Federal Congressional District(s).

Click http://www.house.gov to use the ZIP code(s) of the area(s) served by the project to determine the Federal Congressional District(s).

3. Please enter the Project Title:

a. Please enter the Project Description:

4. Please enter the Implementing Organization Name:

5. Please select the implementing organization type:

\_\_\_ Coalition

\_\_\_ Juvenile Justice

\_\_\_ Non-profit community-based organization

\_\_\_ Other community-based organization

\_\_\_ Other government agency

\_\_\_ Police/other law enforcement

\_\_\_ School/Other Education

\_\_\_ Tribal Government

\_\_\_ Unit of local government

6. Is this award used to implement evidence-based programs? \_\_\_ Yes \_\_\_ No

7. If yes, select one source from which the program model was cited:

\_\_\_ Blueprints for Violence Prevention

\_\_\_ CASEL (Collaborative for Academic, Social, & Emotional learning)

\_\_\_ Centers for Disease Control and Prevention

\_\_\_ Community Guide to Helping America’s Youth

\_\_\_ Department of Education Safe, Disciplined, & Drug-free Schools

\_\_\_ Drug Strategies, Inc.

\_\_\_ Making the Grade

\_\_\_ Hamilton Fish Institute

\_\_\_ Institute for Medicine

\_\_\_ NIDA Preventing Drug Abuse

\_\_\_ National Institute of Justice What Works Report

\_\_\_ OJJDP Model Programs Guide

\_\_\_ Promising Practices Network

\_\_\_ SAMSHA Model Programs

\_\_\_ Surgeon General’s Youth Violence Report

\_\_\_ Other (e.g., State model program resources)

8. If other, please specify:

## Target Population

Please check the appropriate boxes to indicate for this 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 subaward provide targeted services for any of the following groups? |

|  |  |  |  |
| --- | --- | --- | --- |
| **RACE/ETHNICITY** | American Indian/Alaskan Native  Asian  Black/African American  Hispanic or Latino (of any race)  Native Hawaiian and Other Pacific Islander  Other Race  White/Caucasian  Youth population not served directly | \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_ | \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_ |
| **JUSTICE** | At-Risk Population (no prior offense)  First Time Offenders  Repeat Offenders  Sex Offenders  Status Offenders  Violent Offenders  Youth population not served directly | \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_ | \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_ |
| **GENDER** | Male  Female  Youth population not served directly | \_\_\_  \_\_\_  \_\_\_ | \_\_\_  \_\_\_  \_\_\_ |
| **AGE** | 0–10  11–18  Over 18  Youth population not served directly | \_\_\_  \_\_\_  \_\_\_  \_\_\_ | \_\_\_  \_\_\_  \_\_\_  \_\_\_ |
| **GEO** | Rural  Suburban  Tribal  Urban  Youth population not served directly | \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_ | \_\_\_  \_\_\_  \_\_\_  \_\_\_  \_\_\_ |
| **OTHER** | Mental Health  Substance Abuse  Truant/Dropout | \_\_\_  \_\_\_  \_\_\_ | \_\_\_  \_\_\_  \_\_\_ |

## Program Category Selection

Select one or more primary program category for grant-funded activities. Once data for a program category has been saved, you will not be able to deselect it in future reporting periods. Any funds reported only represent an estimate of dollars allocated or used for activities covered by this grant award.

|  |  |
| --- | --- |
| **Program Category** | **Allocated Amount** |
| \_\_\_ 1. Direct Service Prevention | $ |
| \_\_\_ 2. Direct Service Intervention | $ |
| \_\_\_ 3. System Improvement | $ |

## 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 by category” on the DCTAT sign-in page under the grant program name. You may print out the selected program category documents so that it completes this section of the data collection form**.**