Overview of Performance Measures and Data Collection

Elizabeth Zwicker – Program Specialist
Latest News

• Pilot performance measures website
• www.bjaperformancemeasures.org
• Hiring of evaluation coordinator position
## Performance Measurement vs. Evaluation

<table>
<thead>
<tr>
<th>Feature</th>
<th>Performance Measurement</th>
<th>Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Question</td>
<td>How much?</td>
<td>What does it mean?</td>
</tr>
<tr>
<td>Example</td>
<td>Game score</td>
<td>Game analysis</td>
</tr>
<tr>
<td>Offers</td>
<td>A tally</td>
<td>Causality</td>
</tr>
<tr>
<td>Timeframe</td>
<td>Continuous (Ongoing)</td>
<td>Interval (Discrete)</td>
</tr>
<tr>
<td>Cost</td>
<td>Less expensive</td>
<td>More expensive</td>
</tr>
</tbody>
</table>

Performance measurement is necessary, but not sufficient, for evaluation.
Did you know that every grantee has required performance measures?
Performance Measures:
Why They’re Important

• Link people and dollars to performance

• Link programs and resources to results

• Help to justify continued funding

• Are learning and management tools for us, for you
What Does BJA Do With the Data?

- GPRA: Government Performance and Results Act
- PART: Program Assessment Rating Tool (www.expectmore.gov)
- Budget formulation
- PAR: Performance and Accountability Report
- PMA: Presidential Management Agenda
- Share it with you
Where Do You Report the Performance Measures?

In the Grants Management System (GMS)
**Bureau of Justice Assistance**

**BJA FY 2006 Anti-Gang Initiative**

<table>
<thead>
<tr>
<th>Award</th>
<th>Financial Status Reports (SF-200a)</th>
<th>OVC Performance Report</th>
<th>Correspondence</th>
</tr>
</thead>
</table>

### Semi-Annual Progress Reports

This handbook allows you to complete Semi-Annual Progress Reporting for BJA FY 2006 Anti-Gang Initiative.

For questions about what to submit click [here](http://www.ojp.gov/gmscbt).

<table>
<thead>
<tr>
<th>Report Number</th>
<th>Reporting Period</th>
<th>Type</th>
<th>Status</th>
<th>Last Edited</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>01-Jan-2006 - 30-Jun-2006</td>
<td>Regular</td>
<td>Approved</td>
<td>18-Dec-2006</td>
<td>View</td>
</tr>
<tr>
<td>2</td>
<td>01-Jul-2006 - 31-Dec-2006</td>
<td>Regular</td>
<td>Approved</td>
<td>17-Jan-2007</td>
<td>View</td>
</tr>
<tr>
<td>4</td>
<td>01-Jul-2007 - 31-Dec-2007</td>
<td>Regular</td>
<td>Draft</td>
<td>16-Dec-2006</td>
<td>View, Update</td>
</tr>
<tr>
<td>5</td>
<td>01-Jan-2008 - 30-Jun-2008</td>
<td>Regular</td>
<td>Draft</td>
<td>16-Dec-2008</td>
<td>View, Update</td>
</tr>
<tr>
<td>6</td>
<td>01-Jul-2008 - 31-Dec-2008</td>
<td>Final Report</td>
<td>Draft</td>
<td>16-Dec-2008</td>
<td>View, Update</td>
</tr>
</tbody>
</table>

[http://www.ojp.gov/gmscbt](http://www.ojp.gov/gmscbt)
<table>
<thead>
<tr>
<th>Performance Metrics</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. What were your accomplishments within this reporting period?</td>
</tr>
<tr>
<td>2. What goals were accomplished, as they relate to your grant application?</td>
</tr>
<tr>
<td>3. What problems/barriers did you encounter, if any, within the reporting period that prevented you from reaching your goals or milestones?</td>
</tr>
<tr>
<td>4. Is there any assistance that BJA can provide to address any problems/barriers identified in question #3 above? (Please answer YES or NO only.)</td>
</tr>
<tr>
<td>5. Are you on track to fiscally and programmatically complete your program as outlined in your grant application? (Please answer YES or NO. If no, please explain.)</td>
</tr>
<tr>
<td>6. What major activities are planned for the next 6 months?</td>
</tr>
<tr>
<td>7. Based on your knowledge of the criminal justice field, are there any innovative programs/accomplishments that you would like to share with BJA?</td>
</tr>
</tbody>
</table>

http://www.ojp.gov/gmscbt
Seven Narrative Questions

1) What are your accomplishments within this reporting period?

2) What are the goals accomplished as it relates 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 BJA can provide to assist with question #3 above? (Please answer YES or NO only)

5) Are you on track to fiscally and programmatically complete your program as outlined in your grant application? (Please answer YES or NO. If no, please explain)

6) What are the major activities planned for the next 6 months?

7) Based on your knowledge of the criminal justice field, are there any innovative programs/accomplishments that you would like to share with BJA?
http://www.ojp.gov/gmscbt
Reasons for Change Requests

• Report is marked incorrectly as Final or Regular

• Program-specific required attachment is missing (Privacy Certificate)

• Metrics – narrative in the numerical questions

• Blank report – you should be discussing future plans if no funds have been used yet
How You’ll Report on Performance Measures

• Via the semi-annual progress report submitted electronically via GMS (Grants Management System)

• Report only on grant-funded activities during the specified six month reporting period

• Aggregate responses of sub-grantees

• Incomplete progress reports will not be accepted

• Funds are frozen if reports are delinquent
Reporting Guidelines

• Do answer the first 7 questions in narrative format.

• Do answer customized questions numbered 8 and higher with numerical answers; provide only the number in the answer field.

• Do mark “0” if the questions do not apply, and explain in the narrative.

• Do not attach a narrative to GMS in place of answering questions. Supporting details can go in an attachment or in the narrative field.

• Do not use letters in answer fields in place of numerical answers.
Tips For Excellent Reports

• GMS Training Homepage [http://www.ojp.gov/gmscbt/](http://www.ojp.gov/gmscbt/)

• Double check reporting periods in Progress Reporting Module – contact your SPA if anything looks incorrect

• Make sure metrics are answered correctly (numerical vs. narrative responses)

• Program-specific attachment is added (when relevant)

• If you haven’t spend any funding yet, discuss future plans
Submitting **Regular** Progress Reports

- **Regular** Progress Reports:
  - **Discretionary** Awards: due 30 days after reporting period end date
  - Semi-annual reports
    - January 1- June 30, due July 31
    - July 1- December 31, due January 31
  - Email reminders sent 12 days before due date
  - Reports marked as overdue 14 days past due date

- **Important to submit reports on time** – funds are frozen when you are delinquent on reports
Submitting Final Progress Reports

• **Final** Progress Reports:
  – Due no later than 90 days after due date
  – Email reminders sent 12 days before due date
  – Reports marked as overdue 14 days past due date

• Important to submit final reports in timely manner – affects closeout procedures

• Closing out awards early – mark last report as **Final**
Your feedback about the 2006 PRI Performance Measures
Results from ’06 PRI Grantees

<table>
<thead>
<tr>
<th>Description</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of eligible nonviolent offenders (TP) selected for program participation.</td>
<td>2074</td>
</tr>
<tr>
<td>Number of offenders in the TP who are subject to some term of supervision upon release from the facility.</td>
<td>1159</td>
</tr>
<tr>
<td>Number of offenders in the TP who successfully complete a pre-release risk or need assessment, participate in all assigned pre-release services, and obtain a transition plan.</td>
<td>539</td>
</tr>
<tr>
<td>Number of offenders in TP who successfully complete a pre-release risk or need assessment, participate in all assigned pre-release services, and obtain a transition plan.</td>
<td></td>
</tr>
<tr>
<td>Number of offenders in the TP for whom a transition plan is developed.</td>
<td>1442</td>
</tr>
<tr>
<td>Number of offenders in TP receiving pre-release services while incarcerated.</td>
<td>1723</td>
</tr>
<tr>
<td>Number of offenders in TP undergoing risk and need assessments; from this, number not recommended for pre-release services.</td>
<td>282</td>
</tr>
<tr>
<td>Number of offenders in TP undergoing risk and need assessments; from this, number recommended for pre-release services.</td>
<td>1384</td>
</tr>
<tr>
<td>Number of participating offenders from the TP who, on release are re-convicted for a new crime.</td>
<td>5</td>
</tr>
<tr>
<td>Number of participating offenders from the TP who, on release are re-incarcerated for a violation of terms of sentence.</td>
<td>33</td>
</tr>
<tr>
<td>Of the number of offenders in TP for whom a transition plan is developed, number of offenders referred to services with DOL FB/CBO partner.</td>
<td>513</td>
</tr>
<tr>
<td>Of the number of offenders in TP for whom a transition plan is developed, number whose plan is provided to the DOL FB/CBO partner.</td>
<td>595</td>
</tr>
<tr>
<td>Those who otherwise violated the terms and condition of their sentence, however, this will not be included in the definition of recidivism.</td>
<td>31</td>
</tr>
<tr>
<td>Total number of offenders (includes eligible nonviolent offenders and ineligible nonviolent offenders) from facilities used to draw and select TP.</td>
<td>81835</td>
</tr>
</tbody>
</table>
Number of offenders in defined nonviolent target population

- 1a. Number of eligible offenders (TP) selected for program participation.
- 1b. Number of total eligible offenders not selected for participation in the Reentry program.
- 1c. Total number of offenders from facilities used to draw and select TP.
Increased # of offenders in TP assessed for risk and need while incarcerated.

- 2a. Number of offenders in TP undergoing risk and need assessments—from this, number recommended for pre and post release services.

- 2b. Number of offenders in TP undergoing risk and need assessments—from this, number not recommended for pre or post release services.
Increased # and type of pre & post release services being provided to offenders in TP

- Number of offenders in TP receiving pre-release services while incarcerated and post-release services after release.
Increased # & type of pre- & post-release services provided to offenders in TP in following categories:

- Cognitive behavioral therapy or other counseling.
- Life skills.
- Employment.
- Education.
- Substance abuse.
- Mental health.
- Overall health.
- Family.
- Anger management.
- Mentoring.
- Faith-based.
- Other.

Note: Provide one overall number and then the specific number in each category.
Increased # of offenders in TP for whom a transition plan is developed.

• Number of offenders in TP for whom a transition plan is developed.
% increase in number of offenders in TP who successfully complete the pre-release program

- Number of offenders in the TP who successfully complete a pre-release risk or need assessment, participate in all assigned pre-release services, and obtain a transition plan.
Reduction in recidivism rate.

- Number of participating offenders from the TP who, on release:
  - 8a. are re-convicted for a new crime; or
  - 8b. are re-incarcerated for a violation of terms of sentence.
  - 8c. otherwise violated the terms and condition of their release.
Technical Assistance

• Status check in late spring
• Assistance, if needed with measures and reporting
Reentry Programs

What Is Reentry?

What Have We Learned From Evaluations of Reentry Programs?

Putting the Evaluation Findings to Work

Planning to Evaluate a Reentry Program? What Are Some Challenges?

Commonly Used Measures of Reentry Program Performance

Publications
http://www.ojp.usdoj.gov/BJA/evaluation/
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