

**NEVADA JUVENILE JUSTICE COMMISSION
REQUEST FOR PROPOSAL
FORMULA GRANT
APPLICATION INSTRUCTIONS FFY16**

General Instructions

Each application MUST INCLUDE AN APPLICATION FACE SHEET FOR EACH project for which you are requesting funds.

Please use the format of page 1, items 1 thru 12 for your application face sheet.

The proposal must be written using the order requested in the instructions for each informational item. For example, number 13 gives instructions for a description of the agency and so your number 13 must be a description of the agency; number 14 instructs on problem statement and so your number 14 will describe the identified problem and assessment of your needs.

Each application must:

- **Be typewritten or computer generated on 8 ½ X 11 white paper in landscape format.**
- **Have font size no smaller than 10 no larger than 12.**
- **Have all pages sequentially numbered and stapled.**
- **Have the name of applicant/organization at top of each page beginning with the table of contents.**
- **Include a table of contents.**
- **Have proposal information in the order as listed in this request.**
- **Submit an original and five (5) copies of the proposal.**

Faxed submissions will not be accepted.

Applications received after due date and time will not be accepted.

Please submit only the information requested.

Applications are due June 3, 2016 by 5:00PM at the Juvenile Justice Programs Office, 4126 Technology Way- 3rd Floor, Carson City, Nevada 89706. (See page 4 if you have questions, conference call date, staff phone number)

Cover Sheet, Items 1 - 12:

Item 1: Name of the agency submitting the proposal (direct grantee) along with the mailing address, phone number, and fax number.

Item 2: Name of the director of the agency submitting the proposal.

Item 3: Name of the person who will be in charge of the proposed project and who should be contacted for questions regarding reports.

Item 4: Name of the person who will be in charge of billings and accounting and who should be contacted for questions regarding billings.

Item 5: Check one choice that describes the agency's legal status.

Item 6: Record the agency's Federal Tax identification number.

Item 7: Answer yes or no as to whether the agency has a Board of Directors. If you answer yes, attach an appendix A listing the members of the board, and their affiliations.

Item 8: Record the name of the proposed project.

Item 9: Answer yes or no as to whether this proposal is for a new project. If you answer no, list the dates and amounts of prior funding for the project.

Item 10: Record the total amount of money being requested from the Nevada Juvenile Justice Commission for this proposed project.

Item 11: List the category that best describes the proposed project. (i.e. gender specific, mental health substance abuse, etc.)

Item 12: The person authorized to enter into binding commitments on behalf of the applicant agency must sign here.

Program Narrative, Items 13 – 17:

Item 13: Description of Applicant Agency: Briefly describe the agency's mission, the type of services provided, the number and type of staff working in the agency and the relationship of the proposed project to other projects operated by the agency.

Please attach an organizational chart as appendix B. The organizational chart may be used to provide part of the requested information. Not to exceed ½ page.

Item 14: Problem Statement: From the perspective of your community, describe the nature and scope of the problem the proposed project will address. Provide local facts and statistics specific to the service area and/or target population to support your contention that there is juvenile justice related problems in your area. Cite data such as planning studies, community master plan, census data, client needs assessments, and or school data to substantiate the need for this service. Not to exceed 1 page.

Item 15: Proposed Project Overview: Briefly and concisely address the following areas in the order they are given. Not to exceed 2 pages.

- Goals: State the overall goal of this measurable project (an over arching statement about what the project hopes to achieve logically linked to a problem and its causes). This section should clearly communicate the intended results of the project.
- Clients to be served by the Proposed Project: Describe the client group that will be served in the proposed project. State how many clients will be served and how they will be recruited.
- Service Area: Describe the specific geographic area (i.e. town) or location (i.e. school) where the proposed services will be delivered.
- Proposed Project Staff: Describe the staff needed for the proposed project including administrative, direct service, and support positions as well as volunteers to the extent possible. Include a summary of the major duties of each position involved in direct service.
- Collaboration for the Proposed Project: Identify the collaborative efforts that are most critical to the success of your proposed project. List the collaborations and how it will improve the service to clients. **NOTE:** Letters of cooperative agreements will be required for all agencies listed if this proposal is selected for funding.

Item 16: Using the Logic Model format provided, identify the intermediate outcomes to be achieved to reach the project goal, clearly stated and measurable. To be really useful, program objectives should tell who, what, when, how much, and how it will be measured. For example, “At the end of this project at least 10 youth will demonstrate a pre/post test gain of at least 25% in computer competency skills.” The activities are the necessary actions required to reach the intended objective.

Include all the performance measures that will be tracked according to the information attached to this document. Remember, all bolded performance measures are mandatory and two additional performance measures must be selected.

Item 17: Funding Continuation Plan: Describe plan for identifying and pursuing continued funding for this project.

Budget Section, Items 18 and 19:

Item 18: Budget Summary: Provide the requested information for the first year of your proposed project. Make sure that the total revenue amount listed equals the total cost amount listed. This is necessary in order to ensure that you are submitting a balanced budget. **Your budget is an estimate of what the cost will be for your project. The budget has two basic components: 1. Personnel Costs 2. Non-Personnel Costs. The budget summary is written after the budget is complete and presented at the beginning of the budget.**

Item 19: Budget Detail: Complete the three-page budget section, and attach to your application. **NOTE:** Include only the costs being requested in this application, not all of the costs for the total project. Please be specific, also mileage, per-diem, and room rates cannot exceed the State of Nevada guidelines.

Misc Section, Items 20 and 21:

Item 20: Disaster Emergency Plan: If the applicant operates a juvenile detention facility a copy of the Disaster Emergency Plan must be attached to the application.

Item 21: For local unit of government's that operate a juvenile detention facility- please include a summary of activities that ensure progress towards Prison Rape Elimination Act (PREA) compliance as well as the number and disposition of PREA allegations for SFY 2015.

INCLUDE ALL ATTACHMENTS AND ASSURANCES PRESENTED WITH THIS APPLICATION OR REQUESTED IN THE "REQUEST FOR PROPOSAL" ACCOMPANYING THIS DOCUMENT

**Scheduled Conference Call for Questions: May 13, 2016 9:00am – 10:30 am
Call: 1-888-557-5811, Access: 4395904**

If you have any questions please call Leslie Bittleston at 775-684-4448.

Performance Measures and Program Description

Aftercare/Reentry. Community-based programs that prepare targeted youth to successfully return to their homes and communities after confinement in a training school, youth correctional facility, or other secure institution. These programs focus on preparing youth offenders for release and providing a continuum of follow up post-placement services to promote successful reintegration into the community.

Mandatory Measures: #2, #15, #16, #17

Select 2 additional Measures that are not bolded

Sub-grantee must report on all four mandatory measures plus two optional measures, to include all areas listed within the reporting format. Failure to do so may result in the loss of funding.

	Output Measure	Definition	Reporting Format
1	Number of MOUs developed	The number of Memoranda of Understanding or interagency agreements developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	Number of Memoranda of Understanding developed
2	Number of program youth served	An unduplicated count of the number of youth served by the program during the reporting period. Definition of the number of youth served for a reporting period is the number of program youth carried over from previous reporting period, plus new admissions during the reporting period. In calculating the 3-year summary, the total number of youth served is the number of participants carried over from the year previous to the first fiscal year, plus all new admissions during the 3 reporting fiscal years. Program records are the preferred data source.	Number of program youth carried over from the previous reporting period, plus new admissions during the reporting period
3	Number of program slots available	The number of client service slots available during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	Number of client service slots available during the reporting period
4	Number of FTEs funded by FG \$	The number of staff, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program by 2080.	Number of Full-Time Equivalents paid with FG \$
5	Number of program materials developed	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
6	Number and percent of program staff trained	The number and percent of program staff that are trained during reporting period. Program staff includes full and part-time employees and/or volunteers. The number is the raw number of staff to receive 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 can be	A. Number of staff that participated in training B. Total number of program staff C. Percent (A/B)

		verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	
7	Number of hours of program staff training provided	The number of training hours that program staff are provided during the reporting period. Training includes in-house and external trainings.	A. Number of hours of training provided to program staff
8	Number of planning activities conducted	The number of planning activities undertaken during the reporting period. Planning activities include meetings held, needs assessments undertaken.	A. Number of planning activities undertaken
9	Number of program/agency policies or procedures created, amended, or rescinded	The number of program/agency policies or procedures created, amended, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of the program or agency. Include policies that are either relevant to the topic area of the program or policies that affect program operations.	A. Number of policies or procedures created, amended, or rescinded
10	Number of service hours completed	The number of hours of service completed by program youth during the reporting period. Service is any explicit activity (such as program contact, counseling sessions, course curriculum, community service, etc.) delivered by program staff or other professionals dedicated to completing the program requirements. Program records are the preferred data source.	A. Total number of program youth service hours
11	Average length of stay in program	The average length of time (in days) that clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those who do not. Program records are the preferred data source.	A. Total number of days between intake and program exit across all clients served B. Number of cases closed C. Average (A/B)
12	Average length of time to complete aftercare or reentry plan	The average length of time (in days) from program entrance to the completion of a finalized reentry plan. Program records are the preferred data source.	A. Total number of days between program entry and finalized reentry plan for clients with completed plans B. Number of clients with completed plans C. Average (A/B)
13	Number and percent of program youth who OFFEND during the reporting period (short term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses. Ideally this number should be all youth served by the program during this reporting period. Ex. If I am serving 100 youth in my program, A would be 100. If I am following up with 50 of them, B would be 50. Of these 50 program youth I'm tracking, if 25 of them were arrested or had a delinquent offense during this reporting period, then C would be 25.	A. Total number of program youth served B. Number of program youth tracked during this reporting period C. Of B, the number of program youth who had a new arrest or delinquent offense during this reporting period D. Number of program youth who were recommitted to a juvenile facility during this reporting period E. Number of program youth who were sentenced to adult prison during this reporting period F. Number of youth who received another sentence during this reporting period G. Percent OFFENDING (C/B)
14	Number and percent of program youth who	The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving	A. Number of program youth who exited the program 6-12 months ago that you

	OFFEND during the reporting period (long term)	program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses 6-12 months after exiting the program. Ex. I have a lot of youth who exited my program 6-12 months ago, but we are only tracking 100 of them, so A is 100. Of these 100 program youth that exited the program 6-12 months ago 65 had a new arrest or delinquent offense during this reporting period, so B is 65.	are tracking B. Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period C. Number of program youth who were recommitted to a juvenile facility during this reporting period D. Number of program youth who were sentenced to adult prison during this reporting period E. Number of youth who received another sentence during this reporting period F. Percent of Long Term RECIDIVISM (B/A)
15	Number and percent of program youth who RE-OFFEND (short term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for new arrests or offenses. Ideally this number should be all youth served by the program during this reporting period. Ex. If I am serving 100 youth in my program, A would be 100. If I am following up with 50 of them, B would be 50. Of these 50 program youth I'm tracking, if 25 of them were arrested or had a delinquent offense during this reporting period, then C would be 25.	A. Total number of program youth served B. Number of program youth tracked during this reporting period C. Of B, the number of program youth who had a new arrest or delinquent offense during this reporting period D. Number of program youth who were recommitted to a juvenile facility during this reporting period E. Number of program youth who were sentenced to adult prison during this reporting period F. Number of youth who received another sentence during this reporting period G. Percent RECIDIVISM (C/B)
16	Number and percent of program youth who RE-OFFEND (long term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for new arrests or offenses 6-12 months after exiting the program. Ex. I have a lot of youth who exited my program 6-12 months ago, but we are only tracking 100 of them, so A is 100. Of these 100 program youth that exited the program 6-12 months ago 65 had a new arrest or delinquent offense during this reporting period, so B is 65.	A. Number of program youth who exited the program 6-12 months ago that you are tracking B. Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period C. Number of program youth who were recommitted to a juvenile facility during this reporting period D. Number of program youth who were sentenced to adult prison during this reporting period E. Number of youth who received

			<p>another sentence during this reporting period</p> <p>F. Percent of Long Term RECIDIVISM (B/A)</p>
17	Number and percent of program youth completing program requirements	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source. The total number of youth includes those who exited successfully or unsuccessfully.	<p>A.Number of program youth who exited the program having completed program requirements</p> <p>B.Total number of youth who exited the program during the reporting period (both successfully and unsuccessfully)</p> <p>C.Percent (A/B)</p>
18	Number and percent of program youth charged with formal parole violations (short term)	The number of program youth who have been charged with a formal parole violation. Official records are the preferred data source.	<p>A.Number of program youth charged with parole violation</p> <p>B.Number of youth in program.</p> <p>C.Percent (A/B)</p>
19	Number and percent of program youth charged with formal parole violations (long term)	The number of program youth who have been charged with a formal parole violation. Official records are the preferred data source.	<p>A.Number of program youth charged with parole violation</p> <p>B.Number of youth in program.</p> <p>C.Percent (A/B)</p>
20	Substance abuse (short term)	The number and percent of program youth who have exhibited a decrease in substance abuse during the reporting period. Self-report or staff ratings are most likely data sources.	<p>A.Number of program youth served by the program during the reporting period with the noted behavioral change</p> <p>B.Number of youth in the program who received services for this behavior.</p> <p>C.Percent (A/B)</p>
21	School attendance (short term)	The number of program youth who have exhibited an increase in school attendance during the reporting period. Self-report or staff ratings are most likely data sources.	<p>A.Number of program youth served by the program during the reporting period with the noted behavioral change</p> <p>B.Number of youth in the program who received services for this behavior.</p> <p>C.Percent (A/B)</p>
22	Employment status (short term)	The number of program youth who have exhibited an improvement in employment status during the reporting period. Self-report or staff ratings are most likely data sources.	<p>A.Number of program youth served by the program during the reporting period with the noted behavioral change</p> <p>B.Number of youth in the program who received services for this behavior.</p> <p>C.Percent (A/B)</p>
23	Family relationships (short term)	Number and percent of program youth who exhibited an improvement in family relationships during the reporting period. Self-report, staff ratings are most likely data sources.	<p>A.Number of program youth served by the program during the reporting period with the noted behavioral change</p> <p>B.Number of youth in the program who</p>

			received services for this behavior. C.Percent (A/B)
24	Number and percent of program youth committed to correctional facility (short term)	The number and percent of program youth who have been ordered to a correctional facility. Include youth mandated to any secure residential facility including juvenile correctional and adult corrections facilities. Official records are the preferred data source.	A.Number of program youth enrolled in a correctional facility B.Number of youth in program. C.Percent (A/B)
25	Number and percent of program youth committed to correctional facility (long term)	The number and percent of program youth who have been ordered to a correctional facility. Include youth mandated to any secure residential facility including juvenile correctional and adult corrections facilities. Official records are the preferred data source.	A.Number of program youth enrolled in a correctional facility B.Number of youth in program. C.Percent (A/B)
26	Number and percent of program families satisfied with program (short term)	The number and percent of program families satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A.Number of program families satisfied with the program during the reporting period B.Total number of program families served by the program during the reporting period C.Percent (A/B)
27	Number and percent of program youth satisfied with program (short term)	The number and percent of program youth satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A.Number of program youth who report being satisfied with the program during the reporting period B.Total number of program youth served by the program during the reporting period C.Percent (A/B)
28	Number and percent of program staff with increased knowledge of program area (short term)	The number and percent of program staff who gained a greater knowledge of the program area through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A.Number of program staff trained during the reporting period who report increased knowledge B.Number of program staff trained during the period C.Percent (A/B)

Delinquency Prevention. Programs, research, or other initiatives to prevent or reduce the incidence of delinquent acts and directed to youth at risk of becoming delinquent to prevent them from entering the juvenile justice system or to intervene with first-time and non-serious offenders to keep them out of the juvenile justice system. This program area excludes programs targeted at youth already adjudicated delinquent, on probation, in corrections, and those programs designed specifically to prevent gang-related or substance abuse activities undertaken in different program areas.

Mandatory Measures: #1, #2, #3, #4, #13, #17, #18, #19, #20

Select 2 additional Measures that are not bolded

Sub-grantee must report on all nine mandatory measures plus two optional measures, to include all areas listed within the reporting format. Failure to do so may result in the loss of funding.

	Output Measure	Definition	Reporting Format
1	Number and percent of program youth who OFFEND during the reporting period (short term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses. Ideally this number should be all youth served by the program during this reporting period. Ex. If I am serving 100 youth in my program, A would be 100. If I am following up with 50 of them, B would be 50. Of these 50 program youth I'm tracking, if 25 of them were arrested or had a delinquent offense during this reporting period, then C would be 25.	<p>A. Total number of program youth served</p> <p>B. Number of program youth tracked during this reporting period</p> <p>C. Of B, the number of program youth who had a new arrest or delinquent offense during this reporting period</p> <p>D. Number of program youth who were recommitted to a juvenile facility during this reporting period</p> <p>E. Number of program youth who were sentenced to adult prison during this reporting period</p> <p>F. Number of youth who received another sentence during this reporting period</p> <p>G. Percent OFFENDING (C/B)</p>
2	Number and percent of program youth who OFFEND during the reporting period (long term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses 6-12 months after exiting the program. Ex. I have a lot of youth who exited my program 6-12 months ago, but we are only tracking 100 of them, so A is 100. Of these 100 program youth that exited the program 6-12 months ago 65 had a new arrest or delinquent offense during this reporting period, so B is 65.	<p>A. Number of program youth who exited the program 6-12 months ago that you are tracking</p> <p>B. Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period</p> <p>C. Number of program youth who were recommitted to a juvenile facility during this reporting period</p>

			<p>D. Number of program youth who were sentenced to adult prison during this reporting period</p> <p>E. Number of youth who received another sentence during this reporting period</p> <p>F. Percent of Long Term RECIDIVISM (B/A)</p>
3	<p>Number and percent of program youth who RE-OFFEND (short term)</p>	<p>The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for new arrests or offenses. Ideally this number should be all youth served by the program during this reporting period. Ex. If I am serving 100 youth in my program, A would be 100. If I am following up with 50 of them, B would be 50. Of these 50 program youth I'm tracking, if 25 of them were arrested or had a delinquent offense during this reporting period, then C would be 25.</p>	<p>A. Total number of program youth served</p> <p>B. Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period</p> <p>C. Number of program youth who were recommitted to a juvenile facility during this reporting period</p> <p>D. Number of program youth who were sentenced to adult prison during this reporting period</p> <p>E. Number of youth who received another sentence during this reporting period</p> <p>F. Percent of Long Term RECIDIVISM (B/A)</p>
4	<p>Number and percent of program youth who RE-OFFEND (long term)</p>	<p>The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for new arrests or offenses 6-12 months after exiting the program. Ex. I have a lot of youth who exited my program 6-12 months ago, but we are only tracking 100 of them, so A is 100. Of these 100 program youth that exited the program 6-12 months ago 65 had a new arrest or delinquent offense during this reporting period, so B is 65.</p>	<p>A. Number of program youth who exited the program 6-12 months ago that you are tracking</p> <p>B. Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period</p> <p>C. Number of program youth who were recommitted to a juvenile facility during this reporting period</p> <p>D. Number of program youth who were sentenced to adult prison during this reporting period</p> <p>E. Number of youth who received another sentence during this reporting period</p> <p>F. Percent of Long Term RECIDIVISM (B/A)</p>
5	<p>Substance use (short term)</p>	<p>The number and percent of program youth who have exhibited a decrease in substance use during the reporting period. Self-report or staff ratings are most likely data sources.</p>	<p>A. Number of program youth with the noted behavioral change</p> <p>B. Number of youth in the program who</p>

			received services for this behavior. C.Percent (A/B)
6	Substance use (long term)	Number and percent of program youth who exhibited a decrease in substance abuse 6 months to 1 year after exiting the program.	A.Number of youth defined in B with the noted behavioral change. B.Number of youth who exited the program 6-12 months earlier and received services for this behavior. C.Percent (A/B)
7	School attendance (short term)	The number of program youth who have exhibited an increase in school attendance during the reporting period. Self-report or staff ratings are most likely data sources.	A.Number of program youth with the noted behavioral change B.Number of youth in the program who received services for this behavior. C.Percent (A/B)
8	School attendance (long term)	Number and percent of program youth who exhibited an increase in school attendance 6 months to 1 year after exiting the program.	A.Number of youth defined in B with the noted behavioral change. B.Number of youth who exited the program 6-12 months earlier and received services for this behavior. C.Percent (A/B)
9	Antisocial behavior (short term)	The number and percent of youth who have exhibited a decrease in antisocial behavior during the reporting period. Self-report or staff ratings are the preferred data source. Anti-social behavior: A pervasive pattern of behavior that displays disregard for and violation of the rights of others, societal mores, or the law (such as deceitfulness, irritability, consistent irresponsibility, lack of remorse, failure to conform to social norms).	A.Number of program youth with the noted behavioral change B.Number of youth in the program who received services for this behavior. C.Percent (A/B)
10	Antisocial behavior (long term)	Number and percent of program youth who exhibited a decrease in antisocial behavior 6 months to 1 year after exiting the program. Anti-social behavior: A pervasive pattern of behavior that displays disregard for and violation of the rights of others, societal mores, or the law (such as deceitfulness, irritability, consistent irresponsibility, lack of remorse, failure to conform to social norms).	A.Number of youth defined in B with the noted behavioral change. B.Number of youth who exited the program 6-12 months earlier and received services for this behavior. C.Percent (A/B)
11	Family relationships (short term)	Number and percent of program youth who exhibited an improvement in family relationships during the reporting period. Self-report, staff ratings are most likely data sources.	A.Number of program youth with the noted behavioral change B.Number of youth in the program who received services for this behavior. C.Percent (A/B)
12	Family relationships (long term)	Number and percent of program youth who exhibited an improvement in family relationships 6 months to 1 year after exiting the program.	A.Number of youth defined in B with the noted behavioral change. B.Number of youth who exited the program 6-12 months earlier and received services for this behavior. C.Percent (A/B)

13	Number and percent of program youth completing program requirements (short term)	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source. The total number of youth includes those who exited successfully or unsuccessfully.	A. Number of program youth who exited the program having completed program requirements B. Total number of youth who were in the program during the reporting period C. Percent (A/B)
14	Number and percent of program families satisfied with program (short term)	The number and percent of program families satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of program families satisfied with the program B. Total number of program families C. Percent (A/B)
15	Number and percent of program youth satisfied with program (short term)	The number and percent of program youth satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A. Number of program youth satisfied with the program B. Total number of program youth C. Percent (A/B)
16	Number and percent of program staff with increased knowledge of program area (short term)	The number and percent of program staff who gained a greater knowledge of the program area through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A. Number of program staff trained during the reporting period who report increased knowledge B. Total number of program staff trained during the reporting period C. Percent (A/B)
17	Number and percent of program youth who OFFEND during the reporting period (short term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses. Ideally this number should be all youth served by the program during this reporting period. Ex. If I am serving 100 youth in my program, A would be 100. If I am following up with 50 of them, B would be 50. Of these 50 program youth I'm tracking, if 25 of them were arrested or had a delinquent offense during this reporting period, then C would be 25.	H. Total number of program youth served I. Number of program youth tracked during this reporting period J. Of B, the number of program youth who had a new arrest or delinquent offense during this reporting period K. Number of program youth who were recommitted to a juvenile facility during this reporting period L. Number of program youth who were sentenced to adult prison during this reporting period M. Number of youth who received another sentence during this reporting period N. Percent OFFENDING (C/B)
18	Number and percent of program youth who OFFEND during the reporting period (long term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses 6-12 months after exiting the program. Ex. I have a lot of youth who exited my program 6-12 months ago, but we are only tracking 100	G. Number of program youth who exited the program 6-12 months ago that you are tracking H. Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period

		of them, so A is 100. Of these 100 program youth that exited the program 6-12 months ago 65 had a new arrest or delinquent offense during this reporting period, so B is 65.	<p>I. Number of program youth who were recommitted to a juvenile facility during this reporting period</p> <p>J. Number of program youth who were sentenced to adult prison during this reporting period</p> <p>K. Number of youth who received another sentence during this reporting period</p> <p>L. Percent of Long Term RECIDIVISM (B/A)</p>
19	Number and percent of program youth who RE-OFFEND (short term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for new arrests or offenses. Ideally this number should be all youth served by the program during this reporting period. Ex. If I am serving 100 youth in my program, A would be 100. If I am following up with 50 of them, B would be 50. Of these 50 program youth I'm tracking, if 25 of them were arrested or had a delinquent offense during this reporting period, then C would be 25.	<p>G. Total number of program youth served</p> <p>H. Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period</p> <p>I. Number of program youth who were recommitted to a juvenile facility during this reporting period</p> <p>J. Number of program youth who were sentenced to adult prison during this reporting period</p> <p>K. Number of youth who received another sentence during this reporting period</p> <p>L. Percent of Long Term RECIDIVISM (B/A)</p>
20	Number and percent of program youth who RE-OFFEND (long term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for new arrests or offenses 6-12 months after exiting the program. Ex. I have a lot of youth who exited my program 6-12 months ago, but we are only tracking 100 of them, so A is 100. Of these 100 program youth that exited the program 6-12 months ago 65 had a new arrest or delinquent offense during this reporting period, so B is 65.	<p>G. Number of program youth who exited the program 6-12 months ago that you are tracking</p> <p>H. Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period</p> <p>I. Number of program youth who were recommitted to a juvenile facility during this reporting period</p> <p>J. Number of program youth who were sentenced to adult prison during this reporting period</p> <p>K. Number of youth who received another sentence during this reporting period</p> <p>L. Percent of Long Term RECIDIVISM (B/A)</p>

21	Substance use (short term)	The number and percent of program youth who have exhibited a decrease in substance use during the reporting period. Self-report or staff ratings are most likely data sources.	A.Number of program youth with the noted behavioral change B.Number of youth in the program who received services for this behavior. C.Percent (A/B)
22	Substance use (long term)	Number and percent of program youth who exhibited a decrease in substance abuse 6 months to 1 year after exiting the program.	A.Number of youth defined in B with the noted behavioral change. B.Number of youth who exited the program 6-12 months earlier and received services for this behavior. C.Percent (A/B)
23	School attendance (short term)	The number of program youth who have exhibited an increase in school attendance during the reporting period. Self-report or staff ratings are most likely data sources.	A.Number of program youth with the noted behavioral change B.Number of youth in the program who received services for this behavior. C.Percent (A/B)
24	School attendance (long term)	Number and percent of program youth who exhibited an increase in school attendance 6 months to 1 year after exiting the program.	A.Number of youth defined in B with the noted behavioral change. B.Number of youth who exited the program 6-12 months earlier and received services for this behavior. C.Percent (A/B)
25	Antisocial behavior (short term)	The number and percent of youth who have exhibited a decrease in antisocial behavior during the reporting period. Self-report or staff ratings are the preferred data source. Anti-social behavior: A pervasive pattern of behavior that displays disregard for and violation of the rights of others, societal mores, or the law (such as deceitfulness, irritability, consistent irresponsibility, lack of remorse, failure to conform to social norms).	A.Number of program youth with the noted behavioral change B.Number of youth in the program who received services for this behavior. C.Percent (A/B)
26	Antisocial behavior (long term)	Number and percent of program youth who exhibited a decrease in antisocial behavior 6 months to 1 year after exiting the program. Anti-social behavior: A pervasive pattern of behavior that displays disregard for and violation of the rights of others, societal mores, or the law (such as deceitfulness, irritability, consistent irresponsibility, lack of remorse, failure to conform to social norms).	A.Number of youth defined in B with the noted behavioral change. B.Number of youth who exited the program 6-12 months earlier and received services for this behavior. C.Percent (A/B)
27	Family relationships (short term)	Number and percent of program youth who exhibited an improvement in family relationships during the reporting period. Self-report, staff ratings are most likely data sources.	A.Number of program youth with the noted behavioral change B.Number of youth in the program who received services for this behavior. C.Percent (A/B)
28	Family relationships (long term)	Number and percent of program youth who exhibited an improvement in family relationships 6 months to 1 year after exiting the program.	A.Number of youth defined in B with the noted behavioral change. B.Number of youth who exited the program 6-12 months earlier and received services

			for this behavior. C.Percent (A/B)
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Job Training. Projects to enhance the employability of juveniles or prepare them for future employment. Such programs may include job readiness training, apprenticeships, and job referrals.

Mandatory Measures: #9, #13, #14, #15, #16, #19, #20, #21, #22, #24, #25
Select 2 additional Measures that are not bolded

Sub-grantee must report on all 11 mandatory measures plus two optional measures, to include all areas listed within the reporting format. Failure to do so may result in the loss of funding.

	Output Measure	Definition	Reporting Format
1	Number of MOUs developed	The number of Memoranda of Understanding or interagency agreements developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	A. Number of Memoranda of Understanding developed
2	Number of program slots available	The number of client service slots available during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	A. Number of client services slots available during the reporting period
3	Number of FTEs funded by TV or FG	The number of staff funded through Title V or Formula Grants, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program and divide by 2080.	A. Number of Full-Time Equivalents
4	Number of program materials developed	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 materials developed
5	Number and percent of program staff trained	The number and percent of program staff that are trained during reporting period. Program staff includes full and part-time employees and/or volunteers. The number is the raw number of staff to receive 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 can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff who participated in training B. Total number of program staff C. Percent (A/B)
6	Number of hours of program staff training provided	The number of training hours that program staff are provided during the reporting period. Training includes in-house and external trainings.	A. Number of hours of training provided to staff
7	Number of planning activities conducted	The number of planning activities undertaken during the reporting period. Planning activities include meetings held, needs assessments undertaken.	A. Number of planning activities undertaken
8	Number of program/agency policies or procedures	The number of program/agency policies or procedures created, amended, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of the program or agency. Include policies that are either relevant to the topic area of	A. Number of program/agency policies or procedures created, amended, or rescinded

	created, amended, or rescinded	the program or policies that affect program operations.	
9	Number of program youth served	An unduplicated count of the number of youth served by the program during the reporting period. Definition of the number of youth served for a reporting period is the number of program youth carried over from previous reporting period, plus new admissions during the reporting period. In calculating the 3-year summary, the total number of youth served is the number of participants carried over from the year previous to the first fiscal year, plus all new admissions during the 3 reporting fiscal years. Program records are the preferred data source.	A. Number of program youth carried over from the previous reporting period, plus new admissions during the reporting period
10	Number of service hours completed	The number of hours of service completed by program youth during the reporting period. Service is any explicit activity (such as program contact, counseling sessions, course curriculum, community service, etc.) delivered by program staff or other professionals dedicated to completing the program requirements. Program records are the preferred data source.	A. Total number of program youth service hours
11	Number of referrals made	The number of referrals to needed services made by program staff. Program records are the preferred data source.	A. Total number of program youth referred
12	Average length of stay in job training program	The average length of time, in days, that clients remain in the job training program. Include data for clients who both complete program requirements prior to program exit and those who do not. Program records are the preferred data source.	A. Total number of days between intake and program exit across all program youth exiting program B. Number of cases closed C. Average (A/B)
13	Number and percent of program youth who OFFEND during the reporting period (short term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses. Ideally this number should be all youth served by the program during this reporting period. Ex. If I am serving 100 youth in my program, A would be 100. If I am following up with 50 of them, B would be 50. Of these 50 program youth I'm tracking, if 25 of them were arrested or had a delinquent offense during this reporting period, then C would be 25.	A. Total number of program youth served B. Number of program youth tracked during this reporting period C. Of B, the number of program youth who had a new arrest or delinquent offense during this reporting period D. Number of program youth who were recommitted to a juvenile facility during this reporting period E. Number of program youth who were sentenced to adult prison during this reporting period F. Number of youth who received another sentence during this reporting period G. Percent OFFENDING (C/B)
14	Number and percent of program youth who OFFEND during the reporting period (long term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses 6-12 months after exiting the program. Ex. I have a lot of youth who exited my program 6-12 months ago, but we are only tracking 100	A. Number of program youth who exited the program 6-12 months ago that you are tracking B. Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period

		of them, so A is 100. Of these 100 program youth that exited the program 6-12 months ago 65 had a new arrest or delinquent offense during this reporting period, so B is 65.	<p>C. Number of program youth who were recommitted to a juvenile facility during this reporting period</p> <p>D. Number of program youth who were sentenced to adult prison during this reporting period</p> <p>E. Number of youth who received another sentence during this reporting period</p> <p>F. Percent of Long Term RECIDIVISM (B/A)</p>
15	Number and percent of program youth who RE-OFFEND (short term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for new arrests or offenses. Ideally this number should be all youth served by the program during this reporting period. Ex. If I am serving 100 youth in my program, A would be 100. If I am following up with 50 of them, B would be 50. Of these 50 program youth I'm tracking, if 25 of them were arrested or had a delinquent offense during this reporting period, then C would be 25.	<p>A. Total number of program youth served</p> <p>B. Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period</p> <p>C. Number of program youth who were recommitted to a juvenile facility during this reporting period</p> <p>D. Number of program youth who were sentenced to adult prison during this reporting period</p> <p>E. Number of youth who received another sentence during this reporting period</p> <p>F. Percent of Long Term RECIDIVISM (B/A)</p>
16	Number and percent of program youth who RE-OFFEND (long term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for new arrests or offenses 6-12 months after exiting the program. Ex. I have a lot of youth who exited my program 6-12 months ago, but we are only tracking 100 of them, so A is 100. Of these 100 program youth that exited the program 6-12 months ago 65 had a new arrest or delinquent offense during this reporting period, so B is 65.	<p>A. Number of program youth who exited the program 6-12 months ago that you are tracking</p> <p>B. Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period</p> <p>C. Number of program youth who were recommitted to a juvenile facility during this reporting period</p> <p>D. Number of program youth who were sentenced to adult prison during this reporting period</p> <p>E. Number of youth who received another sentence during this reporting period</p> <p>F. Percent of Long Term RECIDIVISM (B/A)</p>

17	Number and percent of program youth committed to correctional facility (short term)	The number and percent of program youth who have been ordered to a correctional facility. Include youth mandated to any secure residential facility including juvenile correctional and adult corrections facilities. Official records are the preferred data source.	A.Number of youth enrolled in correctional facility B.Number of youth in program C.Percent (A/B)
18	Number and percent of program youth committed to correctional facility (long term)	The number and percent of program youth who have been ordered to a correctional facility. Include youth mandated to any secure residential facility including juvenile correctional and adult corrections facilities. Official records are the preferred data source.	A.Number of youth enrolled in correctional facility B.Number of youth in program C.Percent (A/B)
19	GED (short term)	Number and percent of program youth who earned a GED (through the program) during the reporting period. Self-report or staff ratings are most likely data sources.	A.Number of program youth served during the program period with the noted behavioral change B.Number of youth in the program who received services for this behavior. C.Percent (A/B)
20	GED (long term)	Number and percent of program youth who earned a GED (through the program) 6 months to 1 year after exiting the program.	A.Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B.Number of youth who exited the program 6-12 months earlier and received services for this behavior C.Percent (A/B)
21	Job skills (short term)	Number and percent of program youth who exhibited an increase in job skills during the reporting period. Self-report or staff rating is most likely data source.	A.Number of program youth served during the program period with the noted behavioral change B.Number of youth in the program who received services for this behavior. C.Percent (A/B)
22	Job skills (long term)	Number and percent of program youth who exhibited an increase in job skills 6 months to 1 year after exiting the program.	A.Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B.Number of youth who exited the program 6-12 months earlier and received services for this behavior C.Percent (A/B)
23	Number and percent of program youth employed (short term)	The number and percent of placed youth who were employed. Self-reporting or program records are preferred data sources.	A.Number of program youth employed B.Number of youth in program C.Percent (A/B)
24	Number and percent of program youth completing program	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program	A.Number of program youth who exited the program having completed program requirements

	requirements (short term)	completion. Program records are the preferred data source. The total number of youth includes those who exited successfully or unsuccessfully.	B.Total number of youth who exited the program during the reporting period (both successfully and unsuccessfully) C.Percent (A/B)
25	Number and percent of program families satisfied with program (short term)	The number and percent of program families satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A.Number of program families satisfied with the program during the reporting period B.Total number of program families served by the program during the reporting period C.Percent (A/B)
26	Number and percent of program youth satisfied with program (short term)	The number and percent of program youth satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A.Number of program youth who report being satisfied with the program during the reporting period B.Total number of program youth served by the program during the reporting period C.Percent (A/B)
27	Number and percent of program staff with increased knowledge of the program area (short term)	The number and percent of staff who gained a greater knowledge of the gender specific program area through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A.Number of staff trained during the reporting period who report increased knowledge B.Number of staff trained during the reporting period and returning surveys C.Percent (A/B)
28	Number and percent of employers satisfied with program (short term)	The number and percent of employers who report being satisfied with the program in areas such as staff training, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A.A. Number of employers during the reporting period who report being satisfied with the program B.B. Number of employers served by the program during the reporting period C.Percent (A/B)

Mental Health Services. Services include, but are not limited to, the development and/or enhancement of diagnostic, treatment, and prevention instruments; psychological and psychiatric evaluations; counseling services; and/or family support services.

Mandatory Measures: #9, #15, #16, #17, #18, #21, #22, #23, #24, #25, #26, #27, #28, #29

Select 2 additional Measures that are not bolded

Sub-grantee must report on all 14 mandatory measures plus two optional measures, to include all areas listed within the reporting format. Failure to do so may result in the loss of funding.

	Output Measure	Definition	Reporting Format
1	Number of MOUs developed	The number of Memoranda of Understanding or interagency agreements developed during reporting period of the program. Include all formal partnership or coordination agreements. Program records are the preferred data source.	A. Number of Memoranda of Understanding developed
2	Number of program slots available	The number of client service slots available during the reporting period of the program. If slots were lost over the reporting period, please report a negative number. Program records are the preferred data source.	A. Number of client service slots available
3	Number of FTEs funded with FG or Title V \$	The number of program staff funded by Formula Grants or Title V, as measured through the number of Full-Time Equivalents, working for the program during the reporting period. To calculate FTE, divide the number of staff hours used by the program by 2080.	A. Number of Full-Time Equivalents funded by FG or Title V \$
4	Number of program materials developed during the reporting period	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 materials developed
5	Number and percent of program staff trained	The number and percent of program staff that are trained during reporting period. Program staff includes full and part-time employees and/or volunteers. The number is the raw number of staff to receive 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 can be verified. Training does not have to have been completed during the reporting period. To get the percent divide the raw number by the total number of program staff. Program records are the preferred data source.	A. Number of staff who participated in training B. Total number of program staff C. Percent (A/B)
6	Number of hours of program staff training provided	The number of training hours that program staff are provided during the reporting period. Training includes in-house and external trainings.	A. Number of hours of training provided to program staff
7	Number of planning activities conducted	The number of planning activities undertaken during the reporting period. Planning activities include meetings held, needs assessments undertaken.	A. Number of planning activities undertaken
8	Number of program/agency policies or procedures created, amended, or rescinded	The number of program/agency policies or procedures created, amended, or rescinded during the reporting period. A policy is a plan or specific course of action that guides the general goals and directives of the program or agency. Include policies that are either relevant to the topic area of the program or policies that affect program operations.	A. Number of policies or procedures created, amended, or rescinded
9	Number of program	An unduplicated count of the number of youth served by the program during the reporting	A. Number of program youth carried

	youth served	period. Definition of the number of youth served for a reporting period is the number of program youth carried over from previous reporting period, plus new admissions during the reporting period. In calculating the 3-year summary, the total number of youth served is the number of participants carried over from the year previous to the first fiscal year, plus all new admissions during the 3 reporting fiscal years. Program records are the preferred data source.	over from the previous reporting period, plus new admissions during the reporting period
10	Number of youth referred	The number of youth referred to mental health services during the reporting period. Include all youth who received at least one program service and met the program's minimum criteria for participation. Program records are the preferred data source.	A. Number of youth referred
11	Number of youth screened/assessed	The number of youth screened at the intake procedure during the reporting period. Include all youth who met the program's minimum criteria for participation. Program records are the preferred data source.	A.Number of youth who are screened B.Number of youth in program C.Percent (A/B)
12	Number of program youth with formal psychological/psychiatric evaluations	The number of program youth who received formal psychological/ psychiatric evaluations to diagnosis and treat psychopathology during the reporting period. Program records are the preferred data source.	A.Number of program youth who are screened B.Number of youth in program C.Percent (A/B)
13	Number of service hours completed	The number of hours of service completed by program youth during the reporting period. Service is any explicit activity (such as program contact, counseling sessions, course curriculum, community service, etc.) delivered by program staff or other professionals dedicated to completing the program requirements. Program records are the preferred data source.	A. Total number of program youth service hours
14	Average length of stay in program	The average length of time (in days) that clients remain in the program. Include data for clients who both complete program requirements prior to program exit and those who do not. Program records are the preferred data source.	A.Total number of days between intake and program exit across all youth exiting the program B.Number of cases closed C.Average (A/B)
15	Number and percent of program youth who OFFENDED (short term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses. Ideally this number should be all youth served by the program during this reporting period. Ex. If I am serving 100 youth in my program, A would be 100. If I am following up with 50 of them, B would be 50. Of these 50 program youth I'm tracking, if 25 of them were arrested or had a delinquent offense during this reporting period, then C would be 25.	A.Total number of program youth served B.Number of program youth tracked during this reporting period C.Of B, the number of program youth who had a new arrest or delinquent offense during this reporting period D.Number of program youth who were recommitted to a juvenile facility during this reporting period E.Number of program youth who were sentenced to adult prison during this reporting period F.Number of youth who received another sentence during this

			reporting period G.Percent OFFENDING (C/B)
16	Number and percent of program youth who OFFEND during the reporting period (long term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses 6-12 months after exiting the program. Ex. I have a lot of youth who exited my program 6-12 months ago, but we are only tracking 100 of them, so A is 100. Of these 100 program youth that exited the program 6-12 months ago 65 had a new arrest or delinquent offense during this reporting period, so B is 65.	A.Number of program youth who exited the program 6-12 months ago that you are tracking B.Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period C.Number of program youth who were recommitted to a juvenile facility during this reporting period D.Number of program youth who were sentenced to adult prison during this reporting period E.Number of youth who received another sentence during this reporting period F.Percent of Long Term RECIDIVISM (B/A)
17	Number and percent of program youth who RE-OFFEND (short term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for new arrests or offenses. Ideally this number should be all youth served by the program during this reporting period. Ex. If I am serving 100 youth in my program, A would be 100. If I am following up with 50 of them, B would be 50. Of these 50 program youth I'm tracking, if 25 of them were arrested or had a delinquent offense during this reporting period, then C would be 25.	A.Total number of program youth served B.Number of program youth tracked during this reporting period C.Of B, the number of program youth who had a new arrest or delinquent offense during this reporting period D.Number of program youth who were recommitted to a juvenile facility during this reporting period E.Number of program youth who were sentenced to adult prison during this reporting period F.Number of youth who received another sentence during this reporting period G.Percent RECIDIVISM (C/B)
18	Number and percent of program youth who RE-OFFEND (long term)	The number and percent of participating program youth who were arrested or seen at a juvenile court for a new delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records (police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for new arrests or offenses 6-12 months after exiting the program. Ex. I have a lot of youth who exited my program 6-12 months ago, but we are only tracking 100 of them, so A is 100. Of these 100 program youth that exited the program 6-12 months ago 65 had a new arrest or delinquent offense during this reporting period, so B is 65.	A.Number of program youth who exited the program 6-12 months ago that you are tracking B.Of A, the number of program youth who had a new arrest or delinquent offense during this reporting period C.Number of program youth who were recommitted to a juvenile facility

			during this reporting period D.Number of program youth who were sentenced to adult prison during this reporting period E.Number of youth who received another sentence during this reporting period F.Percent of Long Term RECIDIVISM (B/A)
19	Number and percent of program youth charged with formal probation violations (short term)	The number and percent of program youth who have been charged with a formal probation violation. Official records are the preferred data source.	A.Number of program youth charged with a probation violation B.Number of youth in program C.Percent (A/B)
20	Number and percent of program youth charged with formal probation violations (long term)	The number and percent of program youth who have been charged with a formal probation violation. Official records are the preferred data source.	A.Number of program youth charged with a probation violation B.Number of youth in program C.Percent (A/B)
21	Substance use (short term)	The number and percent of program youth who have exhibited a decrease in substance use during the reporting period. Self-report or staff ratings are most likely data sources.	A.Number of program youth served during the program period with the noted behavioral change B.Number of youth in the program who received services for this behavior C. Percent (A/B)
22	Substance use (long term)	Number and percent of program youth who exhibited a decrease in substance use 6 months to 1 year after exiting the program.	A.Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B.Number of youth who exited the program 6-12 months earlier and received services for this behavior C.Percent (A/B)
23	Antisocial behavior (short term)	The number and percent of youth who have exhibited a decrease in antisocial behavior during the reporting period. Self-report or staff ratings are the preferred data source. Anti-social behavior: A pervasive pattern of behavior that displays disregard for and violation of the rights of others, societal mores, or the law (such as deceitfulness, irritability, consistent irresponsibility, lack of remorse, failure to conform to social norms).	A.Number of program youth served during the program period with the noted behavioral change B.Number of youth in the program who received services for this behavior C.Percent (A/B)
24	Antisocial behavior (long term)	Number and percent of program youth who exhibited a decrease in antisocial behavior 6 months to 1 year after exiting the program. Anti-social behavior: A pervasive pattern of behavior that displays disregard for and violation of the rights of others, societal mores, or the law (such as deceitfulness, irritability, consistent irresponsibility, lack of remorse, failure to conform to social norms).	A.Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B.Number of youth who exited the program 6-12 months earlier and

			received services for this behavior C.Percent (A/B)
25	Family relationships (short term)	Number and percent of program youth who exhibited an improvement in family relationships during the reporting period. Self-report, staff ratings are most likely data sources.	A.Number of program youth served during the program period with the noted behavioral change B.Number of youth in the program who received services for this behavior C.Percent (A/B)
26	Family relationships (long term)	Number and percent of program youth who exhibited an improvement in family relationships 6 months to 1 year after exiting the program.	A.Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B.Number of youth who exited the program 6-12 months earlier and received services for this behavior C.Percent (A/B)
27	Social competencies (short term)	The number and percent of program youth who exhibited an improvement in social competencies during the reporting period. Self-report, staff ratings are most likely data sources.	A.Number of program youth served during the program period with the noted behavioral change B.Number of youth in the program who received services for this behavior C.Percent (A/B)
28	Social competence (long term)	Number and percent of program youth who exhibited an improvement in social competencies 6 months to 1 year after exiting the program.	A.Total number of youth who exited the program 6-12 months ago who had the noted behavioral change B.Number of youth who exited the program 6-12 months earlier and received services for this behavior C.Percent (A/B)
29	Number and percent of program youth completing program requirements (short term)	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program, but should be a predefined list of requirements or obligations that clients must meet prior to program completion. Program records are the preferred data source. The total number of youth includes those who exited successfully or unsuccessfully.	A.Number of program youth who exited the program having completed program requirements B.Total number of youth who exited the program during the reporting period (both successfully and unsuccessfully) C.Percent (A/B)
30	Number and percent of program youth complying with aftercare plan (long term)	The number and percent of program youth who are complying with their individual mental health aftercare plan.	A.Number of program youth complying with mental health aftercare program B.Number of youth in program C.Percent (A/B)
31	Number and percent of program families satisfied with program	The number and percent of program families satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A.Number of program families satisfied with the program B.Total number of program families

	(short term)		C.Percent (A/B)
32	Number and percent of program youth satisfied with program (short term)	The number and percent of program youth satisfied with the program in areas such as staff relations and expertise, general program operations, facilities, materials, and service. Self-report data collected using program evaluation or assessment forms are the expected data source.	A.Number of program youth satisfied with the program B.Total number of program youth C.Percent (A/B)
	Number and percent of program staff with increased knowledge of program area (short term)	The number and percent of program staff who gained a greater knowledge of the program area through trainings or other formal learning opportunities. Appropriate for any program whose staff received program-related training. Training does not need to have been given by the program. Self-report data collected using training evaluation or assessment forms are the expected data source.	A.Number of program staff trained during the reporting period who report increased knowledge B.Number of program staff trained during the reporting period and returning surveys C.Percent (A/B)