

## TITLE II FORMULA GRANT PROGRAM – PERFORMANCE MEASURES

	<b>DIVISION OF CHILD AND FAMILY SERVICES Juvenile Justice Services STATEWIDE POLICY</b>
<b>SUBJECT:</b>	Title II Formula Grant - Performance Measures
<b>POLICY NUMBER:</b>	DCFS/JJ 100.20
<b>EFFECTIVE DATE:</b>	July 1, 2020
<b>APPROVED BY:</b>	Kathryn Roose, Deputy Administrator – Division of Child and Family Services
<b>DATE:</b>	July 1, 2020
<b>SUPERSEDES:</b>	None – New Policy
<b>APPROVED BY:</b>	Ross Armstrong, Administrator – Division of Child and Family Services
<b>DATE:</b>	July 1, 2020
<b>REFERENCES:</b>	Juvenile Justice Reform Act (JJRA) of 2018; Office of Juvenile Justice Delinquency Prevention (OJJDP) Title II Formula Grant Program; NRS 62B.600
<b>ATTACHMENTS:</b>	Attachment A: Quarterly Report Template

### **I. POLICY:**

It is the policy of the DCFS Juvenile Services Programs Office to ensure subrecipients adhere to quarterly reporting requirements and adequately verify reports submitted by subrecipients.

### **II. PURPOSE:**

To ensure subrecipients adequately report quarterly performance and ensure Juvenile Services Programs Office staff verify that all subrecipients adhere to all reporting expectations and requirements for submitting the accurate and timely information and reports.

### **III. DEFINITIONS:**

- A. Quarterly Report: A specialized form and accompanying backup documentation submitted to DCFS by the subrecipient for reimbursement of grant-related expenditures. The form includes performance measure data and is created for each subrecipient based on their Formula Grant Program Area.
- B. Subrecipient: A non-federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program; but does not include an individual that is a beneficiary of such program. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

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### IV. DATA COLLECTION ACTIVITIES FOR SUBRECIPIENTS

- A. Subrecipients shall collect performance measure based on their identified Formula Grant Program Area.
- B. DCFS staff shall provide a quarterly report template to each subrecipient based on their identified Formula Grant Program Area utilizing OJJDP's list of required performance measures by program area.
- C. At a minimum, each subrecipient shall be required to gather the following data.
  - a. Program utilization broken down by gender, age, and race
  - b. Number of program youth who offend and/or reoffend during the program
  - c. Number of program youth who offend and/or reoffend after program completion
  - d. Number of program youth who successfully complete program requirements
  - e. Number of program youth who are satisfied with the program
  - f. Number of program families who are satisfied with the program
- D. DCFS shall review quarterly reports upon receipt for verification of services rendered through verification of performance measure data. Incomplete data or the lack of data shall be followed up on immediately with the sub recipient. Payments shall not be made to subrecipients until questions are resolved.
- E. DCFS staff may request additional data for review/investigation of any issues identified on a quarterly report.