BUREAU OF JUSTICE ASSISTANCE
ADULT DISCRETIONARY DRUG COURT PROGRAM—IMPLEMENTATION PERFORMANCE MEASURES

The following pages outline general questions and performance measures for the Bureau of Justice Assistance (BJA) *Adult Discretionary Drug Court Grant Program (Drug Court Program).* The Drug Court Program is designed to build and/or expand capacity at the state, local, and tribal level to reduce crime and substance abuse among high-risk, high-need offenders. The performance measures indicate to what extent grant activities meet the following objective:

> Implement, improve, enhance, and/or expand drug court services to reduce substance use and recidivism of drug court participants.

The *Drug Court Program* performance measures are reported in two formats— quantitatively (numeric) and qualitatively (narrative responses). The quantitative data are entered in the BJA Performance Measurement Tool (PMT) for each quarterly activity period, referred to as a reporting period. The qualitative data consist of seven open-ended questions reported in July and January of each calendar year based on activities that occurred during the previous 6-month period.

NOTE: Data entry and reporting in the PMT began with an initial pilot period of measures in October 1, 2011. Subsequently, measures were revised, and data collection and reporting on the finalized measures begins with the October 1 to December 31, 2012, reporting period. Specifically, data entry and reporting in the PMT will begin on January 1, 2013. Succeeding data entry will occur quarterly, with a 30-day submission period following the close of the reporting period.

In addition, in July and January of each calendar year, the grantee (or direct recipient of funds from BJA) is responsible for creating the *GMS Report* from the PMT to upload into the Grants Management System (GMS). During the nonsubmission periods, you are encouraged to create this report for your records.

If you have questions about your program, please contact your State Policy Advisor (SPA) at http://www.ojp.usdoj.gov/BJA/resource/ProgramsOffice.html.

Your response to the questions that follow must be entered in the PMT located at https://www.bjaperformancetools.org. If you have any questions about the PMT or performance measures, please call the BJA Performance Tools Help Desk at 1-888/252-6867, or send an e-mail to BJAPMT@csrincorporated.com.

PLEASE NOTE: THE INFORMATION REPORTED IN THE PMT SHOULD BE BASED ONLY ON BJA-FUNDED ACTIVITIES.

GENERAL AWARD INFORMATION

1. Was there **grant activity** in the reporting period? *Grant activity is defined as any proposed activity in the BJA-approved grant application that is implemented or executed with BJA program funds.*
   A. Yes _____
   B. No (Please explain below)

   _____

   _____

2. Which one of the following type of areas best describes where your Drug Court program is located? (Please select only one area type.)
   A. Urban (a large city with 50,000 or more people) _____
   B. Suburban (territory outside of a large city with a population of 2,500 to 50,000 people or more) _____
   C. Rural (territory that encompasses all people and housing not included within a suburban, urban, or tribal area) _____
   D. Tribal (territory that contains a concentration of people who identify with a federally recognized American Indian tribe) _____

3. What is the **expected number of participants** the Drug Court program plans to serve with BJA program funds over the life of this award? *The value should correspond to what was reported in the grant application.*
   A. Enter the expected number of participants _____

4. Is this the last time the grantee is reporting in the PMT before **closing out** this award? *If "yes," the grantee must complete the Court and Criminal Involvement section. This question will appear and go into effect starting with the January to March 2013 reporting period.*
   A. Yes _____
   B. No _____

PROGRAM CHARACTERISTICS

5. What is the date that the drug court first enrolled a participant **with this BJA program funding?** *The implementation date for questions 5 and 6 may be the same if the Drug Court program did not exist before this BJA drug court award.*
   A. Enter date (_____/_____/_____)

6. What is the date that the Drug Court program first enrolled a participant? *For example, if the Drug Court program was in existence as a pilot program before this BJA program funding, enter the date it first enrolled a participant. The intent of this question is to determine the length of time since program implementation.*
   A. Enter date (_____/_____/_____)

7. Does your Drug Court program have a formal policy for graduated sanctions and incentives that is documented in writing and implemented fairly and with certainty in response to participant behavior?
   A. Yes _____
   B. No _____

8. Does your Drug Court program administer random and observed alcohol and substance abuse testing?
   A. Yes _____
   B. No _____

9. Does your Drug Court program use evidence-based treatment services? *Evidence-based programs and practices are those demonstrated by the research literature to be effective at reducing substance use among court-involved individuals (a conclusion generally reached through one or more outcome evaluations).*
   A. Yes _____
   B. No _____

PARTICIPANT-LEVEL MEASURES

Screening and Program Intake

10. Please enter the number of drug court candidates who were **screened** during the reporting period. *Drug court candidates are those identified at the time of arrest or referred by criminal justice professionals (i.e., prosecutor, defense attorney, probation officer, judge, etc.) but who may not necessarily be deemed eligible for participation. A screening determines eligibility and appropriateness for participation in a drug court.*

    A. Number of drug court candidates who were **screened** during the reporting period _____

11. Of those screened, please enter the number of individuals who were **determined to be eligible** for drug court participation during the reporting period. *Eligible individuals include anyone who qualifies or meets the predefined requirements of the Drug Court program.*

    A. Number of individuals who were **determined to be eligible** for drug court participation during the reporting period _____

12. Of those screened, please enter the number of individuals who were **determined to be ineligible** for drug court participation. *Ineligible individuals include anyone who does not qualify or meet the predefined requirements of the Drug Court program.*

    A. Number of individuals who were **determined to be ineligible** for drug court participation _____

13. Of those screened and **determined to be ineligible** for drug court participation, please enter the number of such individuals based on the following categories. *If an individual was determined to be ineligible for multiple reasons, report that individual under all categories that apply.*

    A. No Drug Problem _____
    B. Exclusionary Prior Non-violent Offense _____
    C. Violent History _____
    D. Mental Health Diagnosis _____
    E. Other _____
    F. If other, please explain _____

    _____

14. Of those screened and **determined to be ineligible** for drug court participation, please enter the number of such individuals based on the following demographic information. Enter the **race**, **ethnicity**, and **gender** of each individual determined to be ineligible for drug court participation during the reporting period. *The number entered should be an unduplicated count, and the sum of each demographic group should equal the number determined to be ineligible. If not, please check for data entry error. Hispanics or Latinos should be counted in the race category that best describes their racial identity, including White, Black or African American, Asian, American Indian or Alaska Native, Pacific Islander or Native Hawaiian, or multiracial.*

   A. Enter the **ethnicity and gender of those screened and determined to be ineligible** for drug court participation.

Ethnicity and Gender			
Measures		**Males**	**Females**
A	Hispanic or Latino/a		
B	Non-Hispanic or Latino/a		
C	Unknown		

   B. Enter the **race and gender of those screened and determined to be ineligible** for drug court participation.

Race and Gender			
Measures		**Males**	**Females**
A	White		
B	Black or African American		
C	Asian		
D	American Indian or Alaska Native		
E	Pacific Islander or Native Hawaiian		
F	Multiracial		
G	Unknown		
H	Other		

15. Of those **eligible but who did not enter** the Drug Court program, please enter the number of such individuals based on the following categories. *If an individual was eligible but did not enter the Drug Court program for multiple reasons, report that individual under all categories that apply.*

    A. Participant Refused Entry ____

    B. Prosecutor or Defense Objection ____

    C. Judicial Objection ____

    D. Out of Jurisdiction ____

    E. Arrest, Conviction, or Incarceration on Another Charge ____

    F. Other ____

    G. If other, please explain _____

    _____

16. Of **those eligible but who did not enter** the Drug Court program, please enter the number of such individuals based on the following demographic information. Enter the **race**, **ethnicity**, and **gender** of each individual determined to be eligible but who did not enter the Drug Court program during the reporting period. *The number entered should be an unduplicated count, and the sum of each demographic group should equal the number determined to be eligible but who did not enter the Drug Court program. If not, please check for data entry error. Hispanics or Latinos should be counted in the race category that best describes their racial identity, including White, Black or African American, Asian, American Indian or Alaska Native, Pacific Islander or Native Hawaiian, or multiracial.*

    A. Enter the ethnicity and gender of those eligible but who did not enter the Drug Court program.

Ethnicity and Gender			
Measures		**Males**	**Females**
A	Hispanic or Latino/a		
B	Non-Hispanic or Latino/a		
C	Unknown		

    B. Enter the race and gender of those eligible but who did not enter the Drug Court program.

Race and Gender			
Measures		**Males**	**Females**
A	White		
B	Black or African American		
C	Asian		
D	American Indian or Alaska Native		
E	Pacific Islander or Native Hawaiian		
F	Multiracial		
G	Unknown		
H	Other		

Risk Assessment

17. Please enter the number of **newly admitted** drug court participants who were administered a **risk and need assessment** during the reporting period. *A risk and need assessment is an instrument to help identify factors that may lead a participant to reoffend. It pinpoints needed services to minimize those risks. Only include those individuals who have been newly admitted to the Drug Court program during the reporting period.*

   A. Number of newly admitted drug court participants who were administered a **risk and need assessment** during the reporting period _____

18. Please name the **risk assessment instrument** that is used to assess risk and need.

   _____

19. Of those **newly admitted** participants who were administered a risk and need assessment during the reporting period, please enter the number of such individuals who were identified as having **high criminogenic** risks and high abuse treatment needs.

   A. Number of newly admitted participants who were identified as having **high criminogenic** risks and high abuse treatment needs _____

Number of Drug Court Participants Receiving Services

20. Please enter the **total** number of participants enrolled in the Drug Court program at the end of the reporting period. *Enrolled participants include new admissions (newly admitted) and those previously admitted in a reporting period and who continue to participate.*

   A. **Total number of participants** enrolled in the Drug Court program at the end of the reporting period _____

21. Has the Drug Court program admitted new participants into the Drug Court program during the reporting period?

   A. Yes ____

   B. No (Please explain below)

   _____

   _____

22. Please enter the number of **newly admitted** drug court participants during the reporting period. *New participants are unique individuals that were not previously enrolled in the Drug Court program in previous reporting periods. Only individuals who exit the Drug Court program without completion and are readmitted may be counted twice. For the first reporting period that the program becomes operational, report all participants enrolled as NEW.*

    A. Number of **newly admitted** drug court participants during the reporting period _____

23. Please enter the **race**, **ethnicity**, and **gender** of each participant newly admitted to the Drug Court program during the reporting period. For the first reporting period, include all participants enrolled in the Drug Court program. *The number entered should be an unduplicated count, and the sum of each demographic group should be equal to the sum of the newly admitted participants in the program during the reporting period. If not, please check for data entry error. Hispanics or Latinos should be counted in the race category that best describes their racial identity, including White, Black or African American, Asian, American Indian or Alaska Native, Pacific Islander or Native Hawaiian, or multiracial.*

A. Enter the **ethnicity and gender of newly admitted** participants in the Drug Court program.

Ethnicity and Gender			
Measures		**Males**	**Females**
A	Hispanic or Latino/a		
B	Non-Hispanic or Latino/a		
C	Unknown		

B. Enter **the race and gender of newly admitted** participants in the Drug Court program.

Race and Gender			
Measures		**Males**	**Females**
A	White		
B	Black or African American		
C	Asian		
D	American Indian or Alaska Native		
E	Pacific Islander or Native Hawaiian		
F	Multiracial		
G	Unknown		
H	Other		

24. Were your BJA Drug Court program funds used to provide **substance abuse treatment services** to drug court participants during the reporting period? *For example, these services might include clinical assessment, residential, , outpatient group, outpatient individual, intensive outpatient, outpatient detoxification, addiction receiving facility, substance abuse detoxification (residential), in-home counseling, and aftercare.*

    A. Yes _____

    B. No _____

    C. If yes, please enter the number of **NEW drug court participants** who received substance abuse treatment services during the reporting period. _____

25. Were your BJA Drug Court program funds used to provide **recovery support services** to drug court participants during the reporting period? *For example, these services might include employment, housing, education, mental health, health services such as medical and dental services, pro-social services such as anger and stress management, faith-based services, family counseling, life skills training, mentoring, and other services. One participant may receive more than one type of service during the reporting period. For example, one person could receive a housing referral (housing services) and adult education classes in preparation of receiving a GED during the current reporting period. For this example, please enter '1' in housing services and '1' in education services.*

    A. Yes ___

    B. No ___

    C. If yes, please enter the number of **drug court participants** who received each of the following recovery support services for the first time during the reporting period. *The intent of this question is to see what types of services each unique drug court participant is receiving. Please report only during the first quarter in which the participant receives services and NOT in subsequent reporting periods if services are received for more than one reporting period.*

        i. Employment services _____

        ii. Housing services _____

        iii. Education services _____

        iv. Mental health services _____

        v. Health services (includes medical and/or dental services) _____

        vi. Pro-social services _____

        vii. Other services _____

        viii. Please explain "other" services _____

26. What services are these BJA program funds supporting?
    A. Offender Supervision/Case Management _____
    B. Equipment _____
    C. Other _____
    D. If other, please explain _____

    _____

Program Completion and Judicial Interaction

27. Please enter the number of drug court participants who **successfully completed** all program requirements, excluding financial obligations, during the reporting period. *The number entered should represent only those participants who successfully completed all the requirements of the Drug Court program during the reporting period.*
    A. Number of drug court participants who **successfully completed** all program requirements during the reporting period _____

28. Of those who **completed all program** requirements, from start to finish, please indicate when these participants graduated from the program within the following time frames. *The sum of all of these categories should be equal to the total number of successful completions in question 27. If not, please check for data entry errors.*
    A. 0 to 6 months _____
    B. 7 to 12 months _____
    C. 13 to 18 months _____
    D. 19 to 24 months _____
    E. 25 months or more _____

29. Please enter the number of individuals **who exited the program unsuccessfully or did not complete** the Drug Court program for the categories below. *Participants should not fit in more than one category, so choose the option that best represents why these individuals did not complete the program.*

Incompletes		
Measure		**Number**
A	Number of participants no longer in the program due to **court** or **criminal involvement** (technical violation, arrest, conviction, revocation, reincarceration)	
B	Number of participants no longer in the program due to **a lack of engagement** (no-shows and nonresponsive participants)	
C	Number of participants no longer in the program due to **absconding**	
D	Number of participants no longer in the program due to **relocating or case transfer**	
E	Number of participants no longer in the program due to **death** or **serious illness**	
F	Number of participants who did not complete the program for **other** reasons (please specify below) _____ _____ _____	

30. Of those drug court participants who exited the Drug Court program **unsuccessfully or who did not complete the program**, please indicate when these participants, from start of the program to termination, within the following time frames. *The sum of all of these categories should be equal to the total number of incompletes in question 29. If not, please check for data entry errors.*

  A. 0 to 3 months _____
  B. 4 to 6 months _____
  C. 7 to 9 months _____
  D. 10 to 12 months _____
  E. 13 to 18 months _____
  F. 19 months or more _____

Alcohol and Substance Involvement

31. Of those enrolled in the Drug Court program at least **90 days**, please enter the number of participants who tested positive for the presence of alcohol, non-prescribed medications, or illegal substances during the reporting period. *The number entered should be an unduplicated count only of participants enrolled in the program at least 90 days who tested positive for alcohol or illegal substances, and it should be equal to or less than the total number of participants tested. If not, please check for data entry error. Alcohol and substance use information should be based on documented tests rather than self-reported information from program participants. Include all participants who received services during the reporting period, regardless of whether they successfully completed the program, exited the program without completion, or are currently enrolled in the Drug Court program.*

    A. Number of participants who tested positive for the presence of alcohol or illegal substances during the reporting period _____

32. Of those enrolled in the Drug Court program at least **90 days**, please enter the total number of participants tested for alcohol or illegal substances during the reporting period. *This should represent the total number of drug court participants who were tested for the presence of alcohol, non-prescribed medications, or illegal substance use. The number entered should be an unduplicated count only of participants enrolled in the program at least 90 days who were tested for alcohol or illegal substances, and it should be equal to or greater than the number of participants who tested positive. If not, please check for data entry error.*

    A. Total number of participants tested for alcohol, non-prescribed medications, or illegal substances during the reporting period _____

COURT AND CRIMINAL INVOLVEMENT

The next set of questions is about criminal involvement for Drug Court program participants. Note that individuals can be included in more than one category. For example, a Drug Court participant could be arrested and have a conviction; thus, the individual should be counted in both categories. If an ex-offender has multiple arrests or convictions, only count that individual once. **This section is to be completed at the close of the grant.** *These questions will appear and go into effect starting with the January to March 2013 reporting period.*

33. Since the **start** of this **BJA program funding,** how many participants:
    A. Are still participating in the Drug Court program? _____
    B. Have successfully completed the Drug Court program? _____
    C. Exited the Drug Court program unsuccessfully? _____

34. Since the start of this BJA award, enter the **total number of participants** who have had a **criminal court** and/or **criminal involvement event**. *A participant can be counted in more than one category (i.e., an individual can have an arrest and a conviction). However, do not count the frequency of events (i.e., number of arrests and convictions). Pending charges that the individual had before entering the program should not be counted. New charges that are dropped and/or not prosecuted should **not** be counted.*

Court and Criminal Involvement Since Start of BJA Award for Drug Court Program Participants and Former Participants			
Measure	**Charged for Committing a New Criminal Offense**	**Conviction for a New Criminal Charge**	**Revocation of Terms of Supervised Release**
A	Participants who are still participating in the program			
B	Participants who successfully completed the program in the past 12 months			
C	Participants who successfully completed the program 12–24 months ago			
D	Participants who unsuccessfully exited the program			

35. Please enter the number of drug court participants who were charged with any **drug** offense(s) during the reporting period. *Criminal history information should be based on official arrest information from a local, state, or national law enforcement reporting system or official court records. In the case of multiple offenses, this should be determined by the top charge.*

    A. Number of drug court participants who were charged with any **drug** offense(s) during the reporting period _____

36. Please enter the number of drug court participants who were charged with any **non-drug** offense(s) during the reporting period. *Criminal history information should be based on official arrest information from a local, state, or national law enforcement reporting system or official court records. In the case of multiple offenses, this should be determined by the top charge.*

    A. Number of drug court participants who were charged with any **non-drug** offense(s) during the reporting period _____

37. Please enter the number of participants who were charged with any drug or non-drug offense(s) within **1 year after** successfully completing the Drug Court program. *Criminal history information should be based on official arrest information from a local, state, or national law enforcement reporting system or official court records.*

    A. Number of participants who were charged with any drug or non-drug offense(s) within **1 year after** successfully completing the Drug Court program _____

NARRATIVE QUESTIONS

> The following questions must be answered in **January** and **July** of each calendar year. Please answer based on your experience for the last 6-month period. You can use up to 5,000 characters for each of your responses.

1. What were your accomplishments within this reporting period?

    _____

    _____

    _____

    _____

2. What goals were accomplished, as they relate 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 address any problems/barriers identified in question 3?
    A. Yes (Please explain below) ____
    B. No (Go to question 5)

    _____

    _____

    _____

    _____

5. Are you on track to fiscally and programmatically complete your program as outlined in your grant application?
    A. Yes (Go to question 6) _____
    B. No (Please explain below)

    _____

    _____

    _____

    _____

6. What major activities are 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?

    _____

    _____

    _____

    _____

THANK YOU FOR PARTICIPATING!