

OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
TITLE V COMMUNITY PREVENTION GRANT PROGRAM

PA 18: JOB TRAINING

Bold indicates mandatory indicators.

#	Output Measure	Definition	Data Grantee Provides	Record Data Here
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 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 program/agency policies or procedures created, amended, or rescinded	

OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
TITLE V COMMUNITY PREVENTION GRANT PROGRAM

PA 18: JOB TRAINING

Bold indicates mandatory indicators.

#	Output Measure	Definition	Data Grantee Provides	Record Data Here
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)	

OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION

TITLE V COMMUNITY PREVENTION GRANT PROGRAM

PA 18: JOB TRAINING

Bold indicates mandatory indicators.

#	Outcome Measure	Definition	Data Grantee Provides	Record Data Here
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 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)	
15	Number and percent of program youth who RE-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 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)	

OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
TITLE V COMMUNITY PREVENTION GRANT PROGRAM

PA 18: JOB TRAINING

Bold indicates mandatory indicators.

#	Outcome Measure	Definition	Data Grantee Provides	Record Data Here
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 another sentence during this reporting period F. Percent of Long Term RECIDIVISM (B/A)	
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)	
19a	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)	
19a	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)	
19b	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)	

OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
TITLE V COMMUNITY PREVENTION GRANT PROGRAM

PA 18: JOB TRAINING

Bold indicates mandatory indicators.

#	Outcome Measure	Definition	Data Grantee Provides	Record Data Here
19b	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)	
20	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)	
21	Number and percent of program youth employed (long 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)	
22	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)	
23	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)	
24	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)	
25	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)	

OFFICE OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION
TITLE V COMMUNITY PREVENTION GRANT PROGRAM

PA 18: JOB TRAINING

Bold indicates mandatory indicators.

#	Outcome Measure	Definition	Data Grantee Provides	Record Data Here
26	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)	