Strategies for Building a Successful SAC-SAA Relationship

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Illinois Criminal Justice Information Authority
JRSA Webinar
July 9, 2014
Overview of SAC Role in Grants Administration

- Overall Program Planning
- Structuring of Grant Program Proposals
- Proposal Review – Logic Modeling
- Development of Data Reporting Formats
- Adaptable Program Assessment Capacity
SAC Support for Programming Federal Grant Dollars

• State-level Victim Services Ad Hoc Committee (VOCA & VAWA)
  ➢ Analyze existing program data
  ➢ Inform service gaps and identify areas of high need
  ➢ Summarize literature on evidence-based programs
VOCA Clients Served
Percentage of Clients Served by Crime Type, CY 12
Total Clients Served: 78,865
### Funded Programs by Types of Victims Served, As Identified by VOCA Grantees

<table>
<thead>
<tr>
<th>Type of Victim</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Violence</td>
<td>58</td>
</tr>
<tr>
<td>Child Sexual Abuse</td>
<td>55</td>
</tr>
<tr>
<td>Child Physical Abuse</td>
<td>43</td>
</tr>
<tr>
<td>Adult Sexual Abuse</td>
<td>29</td>
</tr>
<tr>
<td>Elder Abuse</td>
<td>23</td>
</tr>
<tr>
<td>Adult MAC</td>
<td>22</td>
</tr>
<tr>
<td>Survivors of Homicide victims</td>
<td>21</td>
</tr>
<tr>
<td>Assault</td>
<td>20</td>
</tr>
<tr>
<td>Robbery</td>
<td>19</td>
</tr>
<tr>
<td>DUI Crashes</td>
<td>17</td>
</tr>
<tr>
<td>Other</td>
<td>17</td>
</tr>
</tbody>
</table>
### Domestic Violence Program Data

<table>
<thead>
<tr>
<th></th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>VOCA - DV victims</strong></td>
<td>41,859</td>
<td>38,102</td>
<td>42,064</td>
<td>0.5%</td>
</tr>
<tr>
<td><strong>VOCA – All victims</strong></td>
<td>81,887</td>
<td>68,598</td>
<td>78,865</td>
<td>-3.7%</td>
</tr>
<tr>
<td><strong>VAWA - DV victims</strong></td>
<td>21,133</td>
<td>22,906</td>
<td>23,831</td>
<td>12.8%</td>
</tr>
<tr>
<td><strong>VAWA – All victims</strong></td>
<td>22,990</td>
<td>24,934</td>
<td>25,632</td>
<td>11.5%</td>
</tr>
<tr>
<td><strong>Transitional Housing (VAWA only)</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Primary victims/survivors</td>
<td>54</td>
<td>51</td>
<td>43</td>
<td>-20.4%</td>
</tr>
<tr>
<td>Children</td>
<td>76</td>
<td>72</td>
<td>76</td>
<td>none</td>
</tr>
<tr>
<td>Average nights in housing per person</td>
<td>200</td>
<td>199</td>
<td>188</td>
<td>-6.0%</td>
</tr>
</tbody>
</table>
Sexual Violence Program Data

<table>
<thead>
<tr>
<th>Type of Victimization</th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Victims of SA (VOCA)</td>
<td>4,844</td>
<td>3,616</td>
<td>3,843</td>
<td>-20.7%</td>
</tr>
<tr>
<td>Adult Survivors of Incest (VOCA)</td>
<td>1,681</td>
<td>1,612</td>
<td>1,647</td>
<td>-2.0%</td>
</tr>
<tr>
<td>Child Sexual Abuse (VOCA)</td>
<td>10,503</td>
<td>10,015</td>
<td>13,140</td>
<td>25.1%</td>
</tr>
<tr>
<td>Total victims of sexual violence (VOCA)</td>
<td>17,028</td>
<td>15,243</td>
<td>18,630</td>
<td>9.4%</td>
</tr>
<tr>
<td>All victims served with VOCA $$</td>
<td>81,887</td>
<td>68,598</td>
<td>78,865</td>
<td>-3.7%</td>
</tr>
<tr>
<td>Victims of sexual violence (VAWA)</td>
<td>1,854</td>
<td>2,025</td>
<td>1,798</td>
<td>-3.0%</td>
</tr>
<tr>
<td>All victims served with VAWA $$</td>
<td>22,990</td>
<td>24,934</td>
<td>25,632</td>
<td>11.5%</td>
</tr>
</tbody>
</table>
Average number and rate (per 100,000 population) of domestic offenses reported to law enforcement agencies in Illinois, by region, 2010-2011*

<table>
<thead>
<tr>
<th>Region</th>
<th>Number of domestic offenses reported</th>
<th>Annual rate per 100,000 population</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cook</td>
<td>72,554</td>
<td>1400</td>
</tr>
<tr>
<td>Collar</td>
<td>13,537</td>
<td>276</td>
</tr>
<tr>
<td>Northern</td>
<td>3,636</td>
<td>73</td>
</tr>
<tr>
<td>Central</td>
<td>24,100</td>
<td>480</td>
</tr>
<tr>
<td>Southern</td>
<td>6,793</td>
<td>140</td>
</tr>
<tr>
<td>Illinois</td>
<td>120,618</td>
<td>240</td>
</tr>
</tbody>
</table>

Source: Illinois State Police and U.S. Census Bureau
*I-UCR data was averaged for 2010-2011 due to data quality issues.
Rate (per 100,000 population) and number of Index criminal sexual assault offenses reported to law enforcement agencies in Illinois, by region, 2011

- Number of Index criminal sexual assault offenses:
  - Cook: 1,984
  - Collar: 531
  - Northern: 333
  - Central: 988
  - Southern: 452
  - Illinois: 4,288

Source: Illinois State Police and U.S. Census Bureau
DV victims turned away from shelter due to no bed space, 2010-2012

<table>
<thead>
<tr>
<th>Region</th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cook</td>
<td>10039</td>
<td>6875</td>
<td>8330</td>
<td>-17.0%</td>
</tr>
<tr>
<td>Collar</td>
<td>3174</td>
<td>4078</td>
<td>3668</td>
<td>15.6%</td>
</tr>
<tr>
<td>North</td>
<td>210</td>
<td>333</td>
<td>473</td>
<td>125.2%</td>
</tr>
<tr>
<td>Central</td>
<td>1745</td>
<td>1668</td>
<td>2022</td>
<td>15.9%</td>
</tr>
<tr>
<td>South</td>
<td>603</td>
<td>346</td>
<td>306</td>
<td>-49.3%</td>
</tr>
<tr>
<td>Statewide</td>
<td>15771</td>
<td>13300</td>
<td>14799</td>
<td>-6.2%</td>
</tr>
</tbody>
</table>
Domestic violence in Illinois

• DV indicators remained mostly stable statewide over time, yet some variation was seen:
  ➢ OPs issued in 2012 increased 17% since 2008
    ➢ Healthy increase in all regions but Cook
  ➢ Clients who received services in 2012 down slightly (4%) since 2008
    • 9% increase in clients from Central region
  ➢ Calls requesting victim services to Illinois DV Help Line in 2011 down slightly (7.5%) since 2009
Sexual violence in Illinois

• Statewide SV indicators mostly remained stable over past five years.

• Highest rates of survivors receiving services from a sexual assault center: Northern and Central regions – both substantially higher than statewide rate.

• Highest rates of children reported and indicated for child sexual abuse: Southern & Central regions – all at least 50% higher than statewide rate.

• Highest rate of rape reported to police – Central region > 30% higher than statewide rate.
DV funding vs. indicators by region

<table>
<thead>
<tr>
<th>Region</th>
<th>ICJIA Funding (VOCA &amp; VAWA)</th>
<th>Domestic Offenses (2010-2011 Average)</th>
<th>OPs Issued 2012</th>
<th>Clients Served 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cook</td>
<td>16.2%</td>
<td>5.6%</td>
<td>11.4%</td>
<td>12.4%</td>
</tr>
<tr>
<td>Collar</td>
<td>19.0%</td>
<td>20.0%</td>
<td>24.7%</td>
<td>24.7%</td>
</tr>
<tr>
<td>Northern (excl. Cook &amp; Collar)</td>
<td>17.9%</td>
<td>11.2%</td>
<td>8.9%</td>
<td>8.2%</td>
</tr>
<tr>
<td>Central</td>
<td>8.3%</td>
<td>60.2%</td>
<td>15.5%</td>
<td>16.6%</td>
</tr>
<tr>
<td>Southern</td>
<td>38.5%</td>
<td>39.5%</td>
<td>39.5%</td>
<td>38.1%</td>
</tr>
</tbody>
</table>
Child Sexual Abuse: Funding & Cases 2012

- Current VOCA Funding for Child Abuse Services:
  - Southern: 11.3%
  - Central: 25.6%
  - Northern (excl. Cook & Collar): 9.5%
  - Collar: 22.3%
  - Cook: 31.3%

- Portion of Reported CSA Cases CY12:
  - Southern: 14.8%
  - Central: 25.2%
  - Northern (excl. Cook & Collar): 8.8%
  - Collar: 16.0%
  - Cook: 34.2%
Reported domestic violence offense rates and services available, 2010-11*

Legend
Rate per 100,000 in the general population
- No domestic offenses reported
- 1 - 537
- 538 - 1,008
- 1,009 - 1,875
- 1,876 - 3,117

*Indicates an ICJIA funded domestic violence service provider. Source: Illinois State Police and U.S. Census Bureau
*I-UCR data was averaged for 2010-2011 due to data quality issues.
DV gaps map based on domestic offense rates and funded domestic violence service providers.
SV gaps map based on criminal sexual assault rates and funded sexual assault service providers
Child sexual abuse gaps map based on reported child sexual abuse rates and ALL (not just ICJIA funded) child advocacy centers
Percent of labor force who are unemployed, 2012

Source: Illinois Department of Employment Security and U.S. Census Bureau
Number of linguistically isolated households, 2004*
(latest data available)

Legend
Number of linguistically isolated households
- up to 100
- 101 - 500
- 501 - 1000
- 1,001 - 14,000
- 14,001 - 81,286

Source: U.S. Census Bureau
Percent of persons over 25 years old with no high school diploma, 2012

Legend

Percent of population 25 and over who have no HS diploma
- 6.0-9.9
- 10.0-11.9
- 12.0-13.9
- 14.0-15.9
- 16.0-24.9

Source: U.S. Census Bureau
Percent of persons in the general population with a disability, 2004
(Latest data available)

Legend
Percent of Population with a Disability
- 7% - 9%
- 10%
- 11%
- 12%
- 13% - 14%

Source: U.S. Census Bureau
SAC Support for Program Implementation in Specific Purpose Areas

• Data tools to assist site selection
• Data tools to identify underlying issues and define program activities
Data Theme: Admissions into the Illinois Department of Corrections

Current Indicator: Total Admission Rate into IDOC

Time Period: 2009

Legend
- IL Counties
  - 15.2 - 116.6
  - 116.7 - 157.8
  - 157.9 - 200.7
  - 200.8 - 266.2
  - 268.3 - 578.5

Table

<table>
<thead>
<tr>
<th>Name</th>
<th>Rate</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brown</td>
<td>15.2</td>
<td>1</td>
</tr>
<tr>
<td>Scott</td>
<td>19.3</td>
<td>1</td>
</tr>
<tr>
<td>Marshall</td>
<td>47.2</td>
<td>6</td>
</tr>
<tr>
<td>Putnam</td>
<td>49.9</td>
<td>3</td>
</tr>
<tr>
<td>McHenry</td>
<td>60.8</td>
<td>195</td>
</tr>
<tr>
<td>Jo Daviess</td>
<td>72.8</td>
<td>16</td>
</tr>
<tr>
<td>Ogle</td>
<td>83.1</td>
<td>46</td>
</tr>
<tr>
<td>Stark</td>
<td>83.1</td>
<td>6</td>
</tr>
</tbody>
</table>

Notes & Meta Data

ICJIA New Court Commitment Rate
New court commitments into the Illinois Department of Corrections (IDOC) from fiscal years 2000-2009 are from an ICJIA analysis of IDOC data. New Court Commitments can be for person, property, drug, sex, and “other” admission types, and do not include those incarcerated for a technical violation. Rates are per 100,000 people using total county populations.
Data Theme: Admissions into the Illinois Department of Corrections
Current Indicator: Total Admission Rate into IDOC
Time Period: 2000

Legend
- IL Counties
- 15.2 - 116.6
- 116.7 - 157.8
- 157.9 - 200.7
- 200.8 - 265.2
- 266.3 - 678.5

Table
<table>
<thead>
<tr>
<th>Name</th>
<th>Rate</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Richland</td>
<td>386.5</td>
<td>60</td>
</tr>
<tr>
<td>Rock Island</td>
<td>118.5</td>
<td>174</td>
</tr>
<tr>
<td>Saline</td>
<td>190.4</td>
<td>49</td>
</tr>
<tr>
<td>Sangamon</td>
<td>209.5</td>
<td>410</td>
</tr>
<tr>
<td>Schuyler</td>
<td>341.8</td>
<td>23</td>
</tr>
<tr>
<td>Scott</td>
<td>10.3</td>
<td>1</td>
</tr>
<tr>
<td>Shelby</td>
<td>279.8</td>
<td>61</td>
</tr>
<tr>
<td>St. Clair</td>
<td>200.7</td>
<td>628</td>
</tr>
</tbody>
</table>

Notes & Meta Data
IDOC New Court Commitment Rate
New court commitments into the Illinois Department of Corrections (IDOC) from fiscal years 2000-2009 are from an ICJIA analysis of IDOC data. New Court Commitments can be for person, property, drug, sex, and "other" admission types, and do not include those incarcerated for a technical violation. Rates are per 100,000 people using total county populations.

Comparison Table
Comparison Lines
- Click to Show No Comparison Rate on Chart
- Click to Show Illinois Overall Rate on Chart 212.8
- Click to Show Rural Counties Overall Rate on Chart 214.7
- Click to Show Urban Counties Overall Rate on Chart 232.3
- Click to Show Cook & collar Counties Overall Rate on Chart 205.4
- Click to Show Northern Counties Overall Rate on Chart 207.9
Data Theme: Admissions into the Illinois Department of Corrections
Current Indicator: Total Admission Rate into IDOC

Time Period: 2000

Map

Time Series Chart

Legend

Table

Notes & Meta Data

IDOC New Court Commitment Rate
New court commitments into the Illinois Department of Corrections (IDOC) from fiscal years 2000-2009 are from an ICJIA analysis of IDOC data. New Court Commitments can be for person, property, drug, sex, and "other" admission types, and do not include those incarcerated for a technical violation. Rates are per 100,000 people using total county populations.

Comparison Table

Comparison Lines | Average rate/percentage
--- | ---
Click to Show No Comparison Rate on Chart | -
Click to Show Illinois Overall Rate on Chart | 212.8
Click to Show Rural Counties Overall Rate on Chart | 214.7
Click to Show Urban Counties Overall Rate on Chart | 232.3
Click to Show Cook & collar Counties Overall Rate on Chart | 205.4
Click to Show Northern Counties Overall Rate on Chart | 207.9
Data Theme: Criminal Case Filings
Current Indicator: Felony Filing Rate
Time Period: 2008

**Notes & Meta Data**

Felony filings for calendar years 2000 through 2008. A felony filing occurs when a felony case is officially entered in the courts against one or more defendants by the state’s attorney. Felonies are more serious than misdemeanors, and can carry sentences of up to four years probation and incarceration for more than one year.
Data Theme: Criminal Case Filings

Indicator 1: Felony Filing Rate

Date: 2008

<table>
<thead>
<tr>
<th>County</th>
<th>Rate - Map 1</th>
<th>Rate - Map 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cook</td>
<td>630.0</td>
<td>254.2</td>
</tr>
<tr>
<td>Crawford</td>
<td>1,009.5</td>
<td>231.5</td>
</tr>
<tr>
<td>Cumberland</td>
<td>1,027.5</td>
<td>84.0</td>
</tr>
<tr>
<td>De Witt</td>
<td>657.6</td>
<td>318.1</td>
</tr>
<tr>
<td>DeKalb</td>
<td>738.9</td>
<td>128.6</td>
</tr>
<tr>
<td>Douglas</td>
<td>895.8</td>
<td>245.2</td>
</tr>
<tr>
<td>DuPage</td>
<td>365.5</td>
<td>100.4</td>
</tr>
<tr>
<td>Edgar</td>
<td>934.3</td>
<td>254.5</td>
</tr>
<tr>
<td>Edwards</td>
<td>754.3</td>
<td>329.0</td>
</tr>
<tr>
<td>Ettingham</td>
<td>745.8</td>
<td>137.5</td>
</tr>
</tbody>
</table>

Data Theme: Admissions into the Illinois Department of Corrections

Indicator 2: Total Admission Rate into IDOC

Date: 2009

<table>
<thead>
<tr>
<th>County</th>
<th>Total Admission Rate into IDOC - 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Richland</td>
<td>1,190.3</td>
</tr>
</tbody>
</table>

Scatter Plot

Correlation coefficient (r) = 0.48, Regression Equation: $y = 0.13x + 85.26$
# Admissions into IDOC

<table>
<thead>
<tr>
<th>IDOC Admissions by Type</th>
<th>2000</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drug Admissions into IDOC</td>
<td>7</td>
<td>16</td>
<td>9</td>
<td>9</td>
<td>27</td>
<td>31</td>
<td>37</td>
<td>23</td>
<td>30</td>
<td>31</td>
</tr>
<tr>
<td>Violent admissions into IDOC</td>
<td>8</td>
<td>8</td>
<td>3</td>
<td>7</td>
<td>6</td>
<td>13</td>
<td>11</td>
<td>11</td>
<td>12</td>
<td>14</td>
</tr>
<tr>
<td>Total admissions into IDOC</td>
<td>21</td>
<td>34</td>
<td>16</td>
<td>19</td>
<td>46</td>
<td>56</td>
<td>64</td>
<td>51</td>
<td>62</td>
<td>60</td>
</tr>
</tbody>
</table>
## I-UCR Arrests

<table>
<thead>
<tr>
<th>I-UCR arrests by Type</th>
<th>2000</th>
<th>2001</th>
<th>2002</th>
<th>2003</th>
<th>2004</th>
<th>2005</th>
<th>2006</th>
<th>2007</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drug arrests</td>
<td>139</td>
<td>125</td>
<td>129</td>
<td>176</td>
<td>163</td>
<td>141</td>
<td>103</td>
<td>97</td>
<td>105</td>
</tr>
<tr>
<td>Total arrests</td>
<td>198</td>
<td>165</td>
<td>178</td>
<td>215</td>
<td>227</td>
<td>215</td>
<td>168</td>
<td>149</td>
<td>153</td>
</tr>
</tbody>
</table>
SAC Support for Grants Management

• Structure grantee program documentation to facilitate logic modeling, development of performance measures, and creation of program data reports

• Establish scalable program assessment capacity
Redesign of Grant Program Proposal Template

• Provides more structured format to:
  ➢ Eliminate flimsy program descriptions and justifications
  ➢ Furnish documentation needed to construct logic model
**GENERIC LOGIC MODEL**

Use the text in each block to guide your development of a project-specific logic model

<table>
<thead>
<tr>
<th>PROBLEM</th>
<th>SUBPROBLEM(S)</th>
<th>ACTIVITIES</th>
<th>OUTPUT MEASURES</th>
<th>OUTCOME MEASURES</th>
</tr>
</thead>
<tbody>
<tr>
<td>The problem is defined in relation to OJJDP’s mission and must be one of the following: 1. Juvenile Delinquency; 2. Youth victimization; 3. Improving systems/programs to address either problem 1 or 2 above.</td>
<td>This is the specific problem that the program/initiative will address. What is the problem or issue that the program/initiative is designed to address?</td>
<td>A general listing of the program efforts (events and actions) conducted to achieve its objective(s). What will the program do? For example, does your program offer direct prevention or intervention services to youth or families, conduct needs assessments, or provide training or technical assistance?</td>
<td>These are measures of the program/initiatives process or implementation. The data demonstrate the implementation of the program/initiative’s activities. What did the program produce? Measures commonly include the numbers of youth and/or families served, number of service hours completed, and numbers of hours of training provided.</td>
<td>Short term These are quantitative measures of the initial results of the program. They are typically measured as of the end program. This typically includes changes in knowledge, attitudes and awareness. How, and how much, have participants (or participating entities) changed by the end of the program/initiative? Long Term These are quantitative measures of the longer results of the program. They are measured six to 12-months post program. This typically includes changes in behaviors, practices, decision-making. They may also include changes in social conditions (e.g., local arrest rates). What changes are exhibited by participants (or participating entities) approximately six to 12 months after participating in the program/initiative?</td>
</tr>
</tbody>
</table>

**Goal(s)**

The goal must be defined in relation to OJJDP’s agency-level goals which are: 1. Prevent and reduce delinquent behavior and victimization; 2. Promote public safety by encouraging accountability for acts of delinquency; 3. Address juvenile crime and victimization by supporting effective programs and practices.

**Objective(s)**

A specific and measurable statements regarding what the program/initiative will accomplish. What will the program achieve?
A logic model is a **diagram and text** that describes/illustrates the logical (causal) relationships among program elements and the problem to be solved, thus defining measurements of success.

- We use these resources…
- For these activities…
- To produce these outputs…
- So that these customers can change their ways…
- Which leads to these outcomes…
- Leading to these results!
Program Narrative Template:
Statement of Problem

• **Describe the problem that your program seeks to address by:**
  - Providing data that justifies the existence of the problem and detail as to WHY these data indicate that there is a problem. Data may come from:
    - **Quantitative sources** (census data, program data, rates, percentages, etc.)
    - **Qualitative sources** (narratives, past cases, interviews, focus groups, surveys, etc.)
  - Describing any existing gaps in service relative to the problem that your program will work to address.
  - Describing any other resources that could be directed toward this problem and why they are not sufficient.
Program Narrative Template: Statement of Problem

• *Explain how the requested funding corresponds to the identified needs by:*

  - Identifying all other sources of funding for this program, including both federal and non-federal sources.
  - Identifying other sources of funding from which your agency has attempted to secure for this project, if any.
  - Describing how your agency determined that current agency funding or other avenues could not support the proposed program without the requested grant funding. (Supplanting is not allowed.)
Program Narrative Template: Program Strategy

- **Describe the area and target population that the program will serve by:**
  
  - Identifying and describing the region, county, and municipality where this program will be implemented.
  
  - Defining the target population and providing demographic information (e.g., race, ethnicity, age, offense type) if applicable.
Program Narrative Template: Program Strategy

• Describe the proposed program by:

  ➢ Explaining how the program will address the target population or identified problem (i.e., what activities will the program undertake).
  ➢ Explaining what the grant funds will support (personnel, materials, etc).
  ➢ Describing program stakeholders or partners and their respective roles.
  ➢ Clearly stating the volume of individuals or cases you propose to target during the funding period using grant funds.
  ➢ Describing how the program activities are expected to produce the desired outcomes.
Program Narrative Template: Program Strategy

• *Offer support that this program is appropriate and effective by:*
  
  ➢ Noting if the program is a documented evidence-based or promising program (see Evidence Based Portal at www.icjia.state.is.us).
  
  ➢ Documenting how the program is appropriate to achieve your anticipated outcomes or that it has been shown to be effective.
  
  ➢ Explaining how the program fits in with your agency’s work.
  
  ➢ Explaining how the program best fits the needs of your community or the component of the system it serves (e.g., law enforcement, courts, human services) and its link with other programming.
Program Narrative Template: Program Strategy

- **Describe your goals, objectives, and performance indicators.**
  - **Goals** are general statements about what your program hopes to accomplish.
  - **Objectives** are the specific, MEASURABLE changes you intend to achieve with your program. Objectives can be process oriented (relative to the implementation and operation of the program) or outcome objectives (relative to what the program aims to affect).
  - **Performance indicators** are what you use to measure the objectives. There should be a least one performance indicator for each objective. Performance indicators will be reviewed and approved by SAA and are used as the basis for the progress performance reports you will be required to complete.
<table>
<thead>
<tr>
<th>Goal:</th>
<th>Objective:</th>
<th>Performance Measure:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Example 1:</strong> To provide an alternative to detention for first time juvenile offenders.</td>
<td>Provide a job training action plan for each enrolled youth.</td>
<td>Number of youth enrolled and number of youth with a completed job training action plan. (Data report could then reflect: 40 youth enrolled / 40 action plans completed)</td>
</tr>
<tr>
<td><strong>Example 2:</strong> To reduce high-level drug trafficking offenses in Area 5.</td>
<td>Obtain 30 search warrants for property targeted as drug distribution houses.</td>
<td>Number of search warrants obtained.</td>
</tr>
</tbody>
</table>
• Performance assessment: Document your ability to collect and report on required performance indicators by:
  
  ➢ Describing your plan for data collection, management, & analysis
  ➢ Describing how you will assess your program’s performance (In addition to the required performance measures for grant compliance, what else will you rely on to gauge program progress?)
  ➢ Describing how data will be used to provide management feedback & improve the program, and how information related to process and outcomes will be routinely communicated to program staff
Program Narrative Template: Implementation Approach

• *Describe how the program will achieve the stated goals, objectives, and performance indicators by:*
  
  ➢ Justifying the capability of the organization(s) involved to implement and manage the program.
  
  ➢ Describing the coordination, collaboration and oversight necessary for implementation and sustainment.
Program Narrative Template: Implementation Approach

• *Note what has been done to start the program by:* (for new grantees only)

➢ Describing any start-up activities that have taken place in anticipation of the program (planning meetings, development of memoranda of understanding, protocols, etc.) so that the program can be implemented and service delivery can begin as soon as possible after completion of an interagency agreement.
Program Narrative Template: Implementation Approach

• **Identify potential challenges to successful implementation by:**
  
  ➢ Describing the challenges to the proposed program and how you will overcome them.
  
  ➢ Describing how program continuity will be maintained when there is a change in the operational environment (e.g., staff turnover, change in program leadership) to ensure stability over time.
  
  ➢ Describing your plan to continue the program after the funding period ends.
SAC Review of Completed Program Narrative Template

- SAC assesses whether stated goals, objectives, and performance indicators are realistic, meaningful, and measurable.
- Grant specialist facilitates all contacts with the project grantee and development of the final revised proposal. SAC staff do not contact the grantee directly regarding comments.
- SAC and grant staff work together to refine grantees’ goals, objectives, and performance indicators; and design data reports that can be used to measure their performance.
Program Narrative Template: SAC Review & Revision (example)

Grantee Objective:
Provide program monitoring & oversight for all subcontractors

SAC Revision:
- 100% of subcontractors will submit progress reports by the 15th of the month
- 100% of subcontractors will receive a site visit by grantee each month
- 100% of subcontractors will submit to a service & administrative records review each quarter
- 100% of subcontractors will be found in compliance of the review of service and administrative records
SAC Data Report Development

• SAC assistance ensures that reports capture data elements are tied to the goals and objectives specified in the revised proposal; data is consistent across projects in different jurisdictions

• Grant specialist conveys other program information needed not necessarily tied to performance goals and objectives.

• Reports designed to collect standard information from similar projects, but also customized so that information on unique relevant program elements are captured.
SAC Data Report Development

- Grant specialist reviews report with the grantee to:
  - answer questions
  - define data elements
  - determine whether it meets internal needs of grantee
  - assess whether it would be overly burdensome to complete
  - Assess whether grantee automated system may be able to facilitate reporting requirements.

- Requested revisions communicated to SAC staff and implemented, and then sent back to the grant specialist for review and approval.
SAC Design of Client Database

- May be well within SAC capacity given fluency with MS Access.
### Community Corrections: Design of Program Database Main Form

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>DocketNumber</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ReferralSource</td>
<td>255</td>
<td>Not Answered</td>
</tr>
<tr>
<td>ReferralPathway</td>
<td>255</td>
<td>Not Answered</td>
</tr>
<tr>
<td>AdmittingOffense</td>
<td>255</td>
<td>Not Answered</td>
</tr>
<tr>
<td>FN</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LN</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SID</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DOB</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sex</td>
<td>255</td>
<td>Not Answered</td>
</tr>
<tr>
<td>Race</td>
<td>255</td>
<td>Not Answered</td>
</tr>
<tr>
<td>VeteranStatus</td>
<td>255</td>
<td>Not Answered</td>
</tr>
<tr>
<td>Acceptance/Decision Date</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Acceptance Code</td>
<td>255</td>
<td>Not Answered</td>
</tr>
<tr>
<td>Termination Outcome</td>
<td>100</td>
<td>Active</td>
</tr>
<tr>
<td>Termination Other Describe</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ClientOutcome</td>
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<td>Not Answered</td>
</tr>
<tr>
<td>ClientOutcomeOtherDescribe</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Termination Date</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Not Accepted Reason</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Primary Drug of Choice</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PrimaryDrugOtherSpecify</td>
<td>255</td>
<td></td>
</tr>
</tbody>
</table>

### Additional Features
- **Aliases**: Offending History
- **Monthly Contacts**: Monthly by ClientID
- **LSIR**: Non-Compliance
- **Drug Tests**: Axis Diagnosis
- **Conditions/Requirements**
- **Status Updates**
- **Children**
- **Search By Name**
- **Search Active Clients**
- **End Search**
- **Search Active Clients By Staff**
- **Add New Client Record**
- **Import**
- **Delete**
- **User Maintenance**
- **Reports**
- **More Reports**
- **ICJIA Reports**
- **Caseload Reports**
Community Corrections: Design of Program Database
Offending History Form
# Community Corrections: Design of Program Database Conditions/Requirements Form

<table>
<thead>
<tr>
<th>Requirement or Treatment Type</th>
<th>Start Date</th>
<th>Requirement or Treatment Source</th>
<th>Service Mode</th>
<th>Service Provider</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 Electronic Monitoring</td>
<td>6/23/2011</td>
<td>Starting At Intake</td>
<td>Outpatient</td>
<td></td>
</tr>
<tr>
<td>Referral Date:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Has Client Started:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sanction Complete?:</td>
<td>NO</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>End Date:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Is This Required?:</td>
<td></td>
<td></td>
<td>30</td>
<td></td>
</tr>
<tr>
<td>Required At Intake:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Req. Amt.:</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amount:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Other Provider: Adult Probation Department
Community Corrections: Design of Program Database
Initial Status/Status Updates Form

Add Status Update

- Update Statuses on this Page
- Update Requirement Statuses
- Update Children Statuses
- Update Wraparound Status

Please update it by clicking the "Add status update" button at left. To update "Marital Status" through "Zip Code" on this page, please check "Update Statuses on this Page". To update progress on requirements and conditions, click "Update requirement statuses" below.

Steps to Enter Requirements and their Statuses:

1) Use Add/Edit Requirements to add any new requirements or conditions if they have not already been entered.
2) If updating this client's status, click Add Status Update to give you a new form with all active requirements and conditions.
3) Use the Update Requirement Statuses button to update the ongoing requirements and conditions. If a requirement or condition has been marked as completed in any prior status update, it will not be available to update in the newly-created form.

Probation Officer: 9999
Client Status Date: 2/6/2014
Status Update Type: 20
Marital Status: 255
Vet. Assistance Status: 255
Vet. Assistance Contact:
Medicaid Status: 255
Medicaid Status Date:
Employment Status: 255
Highest Education Level: 255
Housing Status: 255
Zip Code:
Program Phase: 255
Program Phase Specify:
Next Court Date:
Client Status Notes:

Add/Edit Probation Officers
Add/Edit Requirements
Update Requirement Statuses
Wraparound Service Statuses
Add/Edit Children
Enter Child Statuses
Save and Close Form
Community Corrections: Design of Program Database
Non-Compliance Form

If using Date Range, please also enter End Date in the Violation Date box above. This will ensure that violations appear in reports.
Community Corrections: Design of Program Database

LSI-R Form

Please enter the LSIR Date and LSIR Purpose before entering anything else on this form!

<table>
<thead>
<tr>
<th>LSIR Date</th>
<th>LSIR Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category</th>
<th>Protective Score (Check if NA)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Criminal History</th>
<th>0</th>
<th>0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education/Employment</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Finances</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Family/Marriage</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Accommodation</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Leisure/Recreation</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Companions</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Alcohol/Drugs</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Emotional/Personal Attributes</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Attitudes/Orientation</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

| Total of All Scores | 0 | 0 |

<table>
<thead>
<tr>
<th>Initial Assessed Risk Level</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Risk Level After Override</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>
Community Corrections: Design of Program Database
Drug Tests Form

- Drug Test Date: 11/1/2013
- Drug Test Result: Failed the test (positive test)
- Substance Found:
  - Alcohol
  - Cocaine
  - Marijuana
  - Ecstasy
  - Opiates
  - OtherYN
  - Barbiturates
  - Hallucinogens
  - PCP
  - OtherSpecify
  - Benzodiazepines
  - Heroin
  - Synthetic
Adaptable program assessment capacity

- Range of evaluation products/ Internal for: Grants Unit monitoring, Budget Committee requests, to provide evidence of ROI for local funding after SAA seed money ends, profiles for public accountability.

- Range of evaluation products/ External for: ISLs (IL legislature, Executive Branch benchmarks, Comptroller reports; annual and semi-annual federal reports, fund specific PMTs for JAG, RSAT.

Program Profile → Process/implementation evaluation → Cost-benefit analysis → Experimental Design Impact Evaluation
Outline of Program Profile

• Introduction – granting history, community served
• Program Description
• Detailed Funding and Expenditure Breakdown
• Goals and Objectives
• Statistical Presentation – summary from grantee data reports
• Conclusion – is program generally meeting implementation and process objectives?
Criteria for Determination of Program Assessment Options

• Potential magnitude of program on state criminal justice policy and practices
• Status of program area as current or emerging area for innovation
• Manageability of evaluation (single vs. multiple site program requiring substantial travel and time)
• Evaluability (Does program have clear goals and objectives, available data, and other program documentation)
Criteria for Determination of Program Assessment Options

• Lack of previous evaluation weighed against years of operation & funding
• Potential for program expansion or replication in other jurisdictions
• Amount of funding resources expended
Thank you!!!

Questions?

Comments?

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E-mail: mark.myrent@illinois.gov