



04 – Prosecution Questionnaire

(Single Award of \$25,000 or more)

Recipient:

Award Number:

Reporting Period:

Completed By:

Date:

INSTRUCTIONS

The following pages outline the performance achievements for recipients of a single award of \$25,000 or more under the **JAG Prosecution Program Area**. The data collected from this form is used by OCJG members to report performance data BJA's Performance Management Tool (PMT) system, as required by the state's federal JAG award.

**FAILURE TO SUBMIT THE APPROPRIATE PERFORMANCE QUESTIONNAIRE(S) BY
YOUR AGENCY'S REPORTING DEADLINE WILL RESULT IN THE WITHHOLDING OF
FUNDS ON YOUR AWARD.**

Please contact the Office of Criminal Justice Grants at (850) 617-1250 for any questions pertaining to this report.

GENERAL AGENCY INFORMATION

This section collects information on the state of your award and your organization in general. It should be completed by all recipients for EACH reporting period the award is active.

1. How many employees did your office have on staff as of the last day of the reporting period? Please count both full- and part-time employees. JAG-funded employees are those who receive any portion of their salary/pay from JAG funds, regardless of the amount.

Type of Employee	Total Personnel	Total Jag Funded
Prosecutors		
Support Staff		

2. Does your office utilize a community-oriented model such as Community Prosecution regardless of JAG funding?
3. Did your office utilize a victim/witness advocate during the reporting period, regardless of JAG funding?
4. During the reporting period, did you have a specific prosecution program that was partially or fully funded by JAG? Programs are considered continuous initiatives, processes, or other focused efforts defined by goals and objectives. If Yes, continue to next section. If No, this form is complete.



04 – Prosecution Questionnaire

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PROGRAMS

5. Was this program operational during the reporting period? A program is considered operational when the grantee has obligated, expended, or drawn down grant funds to implement or execute the program's objectives. If No, please explain:
6. Please complete the following table with the percentage of your program's funding that comes from each funding source. Estimate the percentages, rounded to the nearest whole number, based on your program's budget for the fiscal year.

Calculation: To calculate the amount for "This JAG award," take the amount of this JAG award's funding going toward the program, and divide it by the total amount of funding for the program. For example, if your program has a budget of \$50,000 for the year and \$15,000 of that comes from this JAG award, "This JAG award" equals 15,000/50,000, or 30 percent.

To calculate the amount for "All other sources," divide the remaining funds by the total budget. In the above example, this would be 35,000/50,000, or 70 percent.

Funding Source	Percent of overall program funding
This JAG award	%
All other sources	%
Total	%

7. What is the name of this program?
8. What was the initiation year of this program, regardless of when it received JAG funding?
9. Are you or a partner conducting an evaluation of this program?
- If Yes, please describe the purpose of the evaluation, current status of the evaluation (e.g., planning stage, completed), who is conducting the evaluation (e.g., internal research staff, external research partner), and evaluation results if applicable.



04 – Prosecution Questionnaire

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10. Did the program receive any assistance from a BJA-funded training and technical assistance (TTA) provider during the reporting period? A list of TTA providers can be found at <https://www.bjatrain.org>.

If Yes, please provide the name of the TTA provider:

If Yes, how satisfied were you with the services provided:

11. What type of crime/problem does your program focus on? Check all that apply.

Violent crime/problems

- All violent crime in the jurisdiction
- Homicide
- Human trafficking (sex and/or labor)
- Domestic violence
- Child abuse
- Child pornography and exploitation
- Sexual assault
- Terrorism

Property crime/problems

- All property crime in the jurisdiction
- Auto theft
- Burglary

Societal crimes/problems

- Drug crime (i.e., street drugs)
- Prescription drug crime
- Disorder/quality-of-life incidents
- Prostitution
- Cybercrime
- White-collar crime
- Health care fraud
- Status offenses (e.g., truancy, underage drinking)

General crime/problems

- Hate crime
- Gun crime
- Traffic/auto violations/crashes



04 – Prosecution Questionnaire

(Single Award of \$25,000 or more)

All crime in the jurisdiction

Other (describe):

12. What population(s) does your program focus on? Check all that apply.

Adults

Elderly

Gangs

Juvenile delinquents

Children of incarcerated/justice-involved parents

Drug-endangered children

Persons with mental illness

All victims

Other (describe):

13. What is the primary target area of the program? Check the area that best fits.

Specific landmark, neighborhood, or place (e.g., shopping mall, school, neighborhood)

Hot spots (a number of blocks or street segments that have been identified as experiencing a disproportionate share of the jurisdiction's problem)

Entire jurisdiction

Multijurisdictional/cross jurisdictional

14. For the following metrics tracked quarterly, please indicate if it increased, stayed the same, or decreased during the reporting period as compared with the previous 3-month quarter. Please only provide responses for measures that are tracked as part of this program. If it is not tracked, please select "N/A".

General/all crime

Specific crime(s) (identified in Question 11)

Time for investigation and/or preparation for cases

Use of alternatives to incarceration

Use of diversion from prosecution

Time to bring cases to disposition



04 – Prosecution Questionnaire

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Caseload

Use of early screening of cases

Use of risk assessments

Victim notification

Other metric (describe):

15. Does your program focus your efforts on any of the following? Check all that apply.

Prioritizing violent/serious/dangerous offenders

Vertical prosecution

Problem-solving courts (drug, family, or other specialty courts)

Geographical zone prosecution

Community prosecution

Improving witness cooperation

Other (describe):

16. How often did your program conduct the following activities during the reporting period?

Conducted analysis to better understand a problem or program progress or to inform decision making in regard to your program/service

Tracked activity, progress, or performance using a database or spreadsheet

Administered a victim/community satisfaction survey(s)

Held offender call-in/notification meetings

Performed public outreach (e.g., contact potential victims, focused media outreach)

Participated in community engagement activities (e.g., roundtables, community advisory boards)

Performed community problem solving (e.g., partnerships with businesses, faith-based institutions, community groups)

Provided or referred to community services, assistance, or counseling (e.g., mental health assistance, victim services)

Referred for federal prosecution



04 – Prosecution Questionnaire

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Diverted from prosecution (pre- or post-charge)

Used victim/witness advocate

Used alternatives to incarceration

Held victim-offender dialogue meetings

Provided mediation/restorative justice

Other (describe):

17. During the reporting period, did your program have any partnerships with outside entities, groups, organizations, or programs? If no, skip to question 19.

18. How would you rate the following partners based on this statement: "This partner is actively involved in the program." (Please rate your partners on a scale: N/A, 1-Strongly Disagree, 2-Disagree, 3-Neutral; 4-Agree, or 5-Strongly Agree.)

State leadership (e.g., governor's office)

Tribal leadership

Local leadership (e.g., mayor's office)

Federal law enforcement agencies

State law enforcement agencies

Local law enforcement agencies

Victim services

Pretrial service organizations

U.S. Attorney's Office

Prosecution

Public defense

Courts

Community corrections (probation/parole)

Corrections

Health care providers

Mental health care providers

Substance use disorder treatment providers

Child protective services

Community-based service providers (e.g., housing, employment)

Community groups (e.g., neighborhood watch, community center)



04 – Prosecution Questionnaire

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Lived experience mentors
Faith-based organizations
Subject-matter experts
Foundations/philanthropic organizations
Researcher, evaluator, or statistical analysis center
Training and technical assistance providers
Tribal criminal justice agencies
Businesses
K-12 schools
Public services (e.g., trash collection, public works)
Other (describe):

19. Please fill out the following table with the number of criminal cases handled as part of your prosecution program during the reporting period, regardless of JAG funding.

Measure	Number of cases
Total NEW Cases	
Total Cases Disposed	
Of the total cases disposed, what was the total number of cases where the prosecutor recommended alternatives to incarceration, either following a plea bargain or at sentencing?	



This completes your “Over \$25K” questionnaire reporting requirements. Please ensure you have also completed the JAG General Performance Questionnaire.