



Justice Grants Administration JGA (FO)

MISSION

The mission of the Justice Grants Administration (JGA) is to administer federal and other funding streams to nonprofit and government agencies to improve the programs, policies, and coordination of the District's juvenile and criminal justice systems.

SUMMARY OF SERVICES

The Justice Grants Administration (JGA) is the District of Columbia's State-Administering Agency for applying for and managing Federal grant funds related to juvenile and criminal justice. The JGA manages the life cycle of federal and local grants, sub grants, and pass through funds to other nonprofit and government agencies in compliance with federal and local grant guidelines. JGA is responsible for gathering stakeholder input and identifying cross-cutting funding priorities each year; identifying sub-grantees that are well-positioned to advance these funding priorities; and providing financial, administrative, and programmatic oversight, training, and technical assistance to ensure program outcomes are achieved.

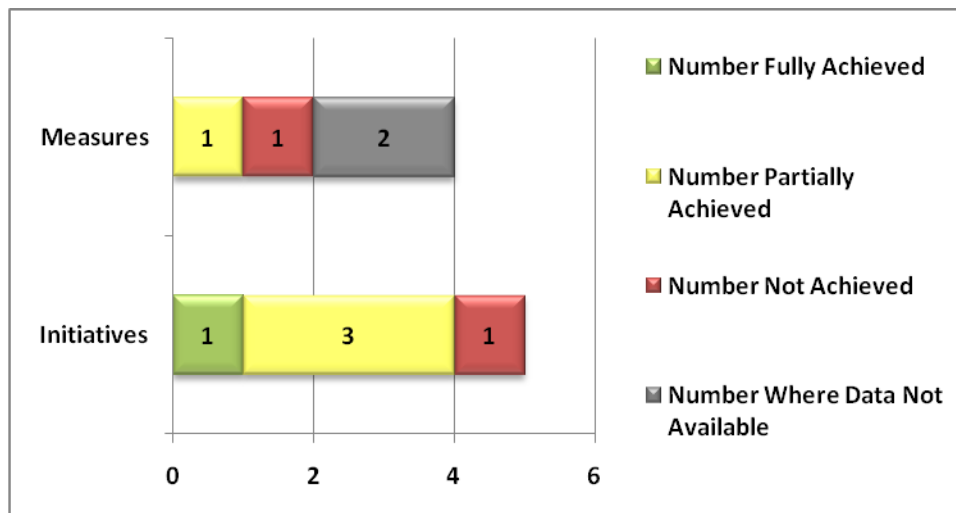
AGENCY OBJECTIVES

1. Improve grant development and performance management.
2. Improve administration of federal and sub-grants.

ACCOMPLISHMENTS

- ✓ Revised Request for Application and programmatic reporting.
- ✓ Completed an initial draft of a revised policies and procedures manual.
- ✓ Created grants tracking database.

OVERVIEW OF AGENCY PERFORMANCE






Performance Initiatives – Assessment Details

Performance Assessment Key:


-  Fully achieved  Partially achieved  Not achieved  Data not reported

OBJECTIVE 1: IMPROVE GRANT DEVELOPMENT AND PERFORMANCE MANAGEMENT.

INITIATIVE 1.1: Identify funding priorities, and associated performance measures for the juvenile and criminal justice system that are concrete, achievable and reflective of research on evidence-based practices.


-  Agency reviewed the most current empirical literature to ensure its funding priorities reflect best practices and revised its Request for Application and programmatic reporting forms to emphasize required output and outcome measures.

INITIATIVE 1.2: Design an evaluation and lessons learned protocol for all JGA grants.


-  In FY10, agency will hold a stakeholder forum to bring grantees together to share their experiences and lessons learned.

OBJECTIVE 2: IMPROVE ADMINISTRATION OF FEDERAL AND SUB-GRANTS.


INITIATIVE 2.1: Redesign federal and sub grant reimbursement and reporting tracking system.

-  The agency created a database to track sub-grantee reimbursements, programmatic reports and site visits. This database also provides immediate access to spending information at the federal grant level.

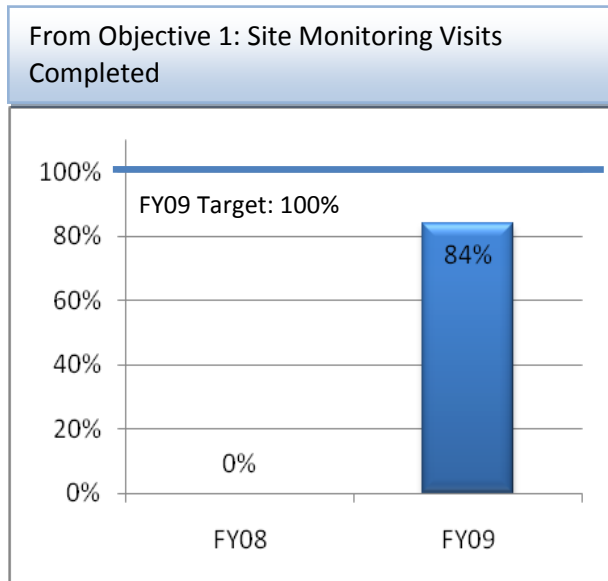
INITIATIVE 2.2: Develop a policies and procedures manual.

-  Programmatic and financial policies and procedures were drafted in FY09 and are being reviewed and finalized. The manual will be completed and approved by mid-FY2010.

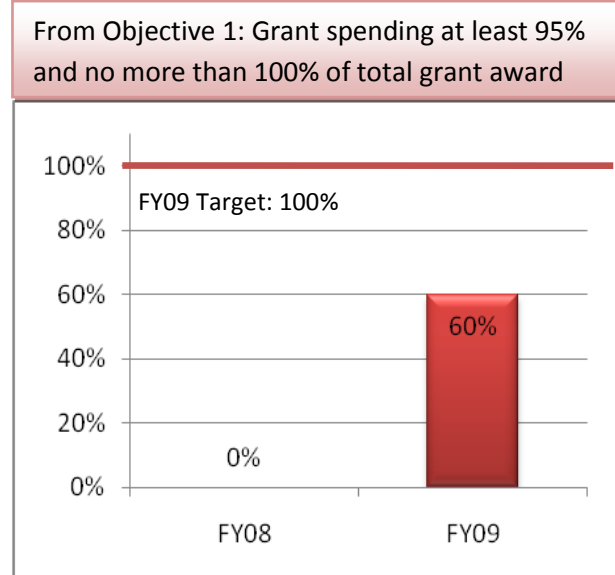
INITIATIVE 2.3: Improve collaboration and accountability with other government agencies involved in JGA's grants management.

-  The agency developed policies and procedures in FY09 that helped to address federal reporting, intradistrict agreements, and other interagency issues. The agency still has significant progress to make in the timeliness and accuracy of financial accounting.

Key Performance Indicators – Highlights



PARTIALLY ACHIEVED



NOT ACHIEVED

More About These Indicators:

How did the agency's actions affect this indicator?

- JGA implemented a tracking database to improve the monitoring of sub-grants (including programmatic and financial). This allowed the agency to better monitor progress on site visit completion.
- All site monitoring visits were scheduled for a specific timeframe during the grant period (third quarter), allowing grant managers to focus on this task.

What external factors influenced this indicator?

- Some sub-grants ended before or started after the third quarter. Because programs were not operational during the site visit time frame, site monitoring visit was not scheduled

How did the agency's actions affect this indicator?

- JGA implemented a tracking database that allowed the agency to better monitor progress on sub-grantee spending.
- JGA had no requirement for grantees to submit reimbursement requests in a timely manner. Policies have now been developed.
- JGA did not strictly enforce policies requiring sub-grantees to report difficulties or delays that may lead to under-spending.

What external factors influenced this indicator?

- District government sub-grantees could not expend funds early in the grant period because of delays loading funds into agency budgets.
- Some sub-grantees experienced delays in program implementation, resulting in little or no expenditure early in the grant period.
- Sub-grantees often lacked sufficient documentation for expense reimbursement.



Key Performance Indicators – Details

Performance Assessment Key:

● Fully achieved
 ● Partially achieved
 ● Not achieved
 ● Data not reported

	Measure Name	FY2008 YE Actual	FY2009 YE Target	FY2009 YE Actual	FY2009 YE Rating	Budget Program
●	1.1 Site Monitoring Visits Completed (%)	0	100	84%	84%	JUSTICE GRANTS ADMINISTRATION
●	1.2 Performance measures successfully met by grantees (%) ¹	0	75	N/A		JUSTICE GRANTS ADMINISTRATION
●	1.3 Grantee request for funds audited and processed within 15 business days (%) ²	0	90	N/A		JUSTICE GRANTS ADMINISTRATION
●	1.4 Grant spending at least 95% and no more than 100% of total grant award (%)	0	100	60%	60%	JUSTICE GRANTS ADMINISTRATION

¹ While performance measure reports were required of all grantees, data on grantee success in meeting measures was not collected or aggregated in FY2009; therefore, results are unavailable.

² The date of receipt was not tracked for all FY2009 reimbursement requests; therefore, this measure could not be calculated.