

Instructions for Running CCIS-Web Report for CCA Performance Reports

To review the accuracy of Goal #1 (success rate):

- Go to the reports tab
- Select Custom Reports
- Select CCA Performance Data Report
- Set Parameters for the start assess/term date and end assess/term date to match that of the reporting period of the performance report.
- Enter Funded Program Type.
- Enter Site Number.
- Run Report (this will give you the total number of offenders terminated from the program during the selected period).
- Enter on the performance report.
- To obtain the number of offenders who were terminated successful:
- Return to your report and enter advanced filtering criteria under step 4 of the report.
- Under the field drop down select "17) Term. Reason—number" under Assess/Term Required Fields
- Under the operator drop down select "equal"
- Under the value drop down select "1"
- Run Report (this will give you the number of offenders who were terminated successful from the program during the selected period)
- Divide the total number of those terminated successful by the total number of those terminated from the program to obtain the percentage of successful completions.
- Enter the number on the performance report.

To review the accuracy of Goal #2 (achieve at least 95% of their projected diversion number):

- Return to the CCC Performance Report and clear out the advanced filtering criteria that you entered previously along with the start termination and end termination dates that were entered on the report
- Enter start Admission and end admission dates for the time period instead.
- Run Report (this will give you the total number of offenders admitted to the program during the selected period)
- Enter the number on the performance report.
- The analyst will then change the status of the report to "Performance Report Submitted"

Additional Information:

Step 2:

You will need to select: "Detailed" as the type of report, and "Yes" for Excluding Assessments.

Step 6:

You will need to select "Terminated" when selecting the type of offender data.

All other selections should not be altered unless instructions above indicate it is needed.

Program Quarterly Performance Report: Please provide the data for each outcome goal in the "Quarterly Data" section provided. Please indicate if the program is "On Track", "Exceeding" or "Under Achieving" for the Quarter and Overall Grant Performance Rating.

Reporting Period Begin Date 1/1/2018 End Date 6/30/2018

| Program Outcome Goal #1 | Bi-Annual Total Number of Offenders Terminated | Bi-Annual Total Number of Offenders Terminated Successfully | Percentage of Bi-Annual Successful Completions | Sum of Offenders Terminated Since 7-1-17 | Sum of Offenders Terminated Successfully Since 7-1-17 | Percentage of Successful Completions Achieved Since 7-1-17 |
|--|--|---|--|--|---|--|
| Maintain a minimum success rate of 50% or above. | 23 | 13 | 56.50% | 58 | 27 | 46.60% |
| Program Outcome Goal #2 | Projected Number of Diversions for Bi-Annual Period. | Actual Number of Diversions for Bi-Annual Period. | Percent of Diversions obtained for Bi-Annual Period. | Sum of Projected Diversions Since 7-1-17 | Sum of Diversions Since 7-1-17 | Percentage of Diversions Achieved Since 7-1-17 |
| Achieve at least 95% of 87. | 24 | 33 | 137.50% | 41 | 42 | 102.40% |

Program Outcome Goal #3A: Number of BCS Performance Standards which meet minimum compliance.

Note: If the program is scheduled for a program review during the 2018 fiscal year and does not meet minimum compliance on 17 number of BCS performance standards, the program will be provided 6 months from receipt of the program review report to come into compliance with at least 17 BCS performance standards. If the program is scheduled for a program review during the 2019 fiscal year, since there is over a year to prepare, will not be provided additional time to meet compliance after the program review.

Program Outcome Goal #3B: Achieve a minimum compliance on 17 out of 29 of the applicable BCS program standards (BCS standards number 1 through 30 except for #15). BCS staff will complete this section during Reporting period #4 regardless of when the program review is completed. No scores will be listed during the first three reporting periods.