OMB# 1121- XXXX Date of Expiration: XXXX

Office of Juvenile Justice and Delinquency Prevention Management Staff Needs Assessment

Public reporting burden for this collection of information is estimated to be 20 minutes per response to complete this questionnaire. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The control number for this project is. The control number expires on.

The Office of Juvenile Justice and Delinquency Prevention is dedicated to meeting the needs of grantees through ongoing training and technical assistance (TTA) efforts. In planning for the future, OJJDP would like to take this opportunity to learn from you about the training and technical assistance that you need. This needs assessment effort will give you, as a representative of the juvenile justice field, a voice in the planning of responsive, successful services. The results of the needs assessment will be publicized and used to prioritize and plan for the future. The needs assessment is divided into four sections:

- Section 1 Background Information, to include questions about your position and background.
- Section 2 Previous Training and Technical Assistance, to include questions about your previous TTA experiences.
- Section 3 Current Training and Technical Assistance Needs, to include questions about you/your
 organization's needs regarding skills and knowledge related to the juvenile justice field. The
 assessment allows you to indicate your needs regarding generalized categories of interest and then
 further delineate the nature of your needs for the categories of most interest to you.
- Section 4 Overall, to include questions about the particular challenges that your organization is facing and how OJJDP can be most useful to you.

It is expected that this needs assessment will take approximately 20 minutes to complete. You will be given an ID and
password so that you may complete the needs assessment in a manner most convenient to you. Your individual answers
will be kept confidential and all reporting will be in aggregate. Your participation is voluntary and you can choose to
skip any questions without penalty. Services provided by OJJDP will not be impacted by your decision to participate
or not. If you have any questions or concerns about the needs assessment, please do not hesitate to call at xxx-
xxxx or e-mail at Thank you for taking the time to provide your input; we look forward to planning a
successful future.

I. Background Information

First, we would like to begin by asking you a few questions about you and the type of agency you are representing.

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	ganizational setting do you v National State	work? Please choose one.		Local Tribal			
What area	do you primarily work in?	Please choose only one.					
recreat after-s Child v child v Comp Corre Deter	and Family Services (e.g., welfare, adoption) nunity-Based Organization oliance Monitors ctions	□ Education/Schools □ Faith-Based Organization □ Information Technology □ JJ Specialist □ Law Enforcement □ Legal Services –Defense □ Legal Services –Prosecuti □ Mental Health □ Other Advocacy (e.g., GACASA, etc) □ Other Residential Services	L,	□ Parole/Community Corrections □ Private Sector/Business □ Probation □ Problem Solving/Specialized Courts (e.g. drug courts) □ Research □ SAG Representative □ Substance Abuse □ Truant Youth/Dropout □ Youth Mentoring			
What is your role in this organization? Please choose only one. (this is a screening question for the web to ensure that the correct needs assessment is administered) Management/Administrator (e.g., Chief Probation Officers, School Administrator, Judicial Administrator, Treatment/Mental Health Program Administrator, Detention/Corrections Administrator, Director, etc.) Frontline Staff (e.g., probation officer, teachers, police officers, school guidance counselors, addiction counselors, etc.) Volunteer Staff							
	High school/GED			MA/MS PhD/MD/JD or higher Other (please describe):			
How many years of experience do you have in the field of juvenile justice? ☐ Less than 3 years ☐ 3 to 5 years ☐ 6 to 10 years ☐ 11 or more years							
The follow	ing questions are intended t	o help us understand the pop	ulati	on your organization primarily works with:			
	d you describe the populatio Urban Rural	on you <i>primarily</i> serve?		Suburban Tribal			
	ılation you primarily work v Male Female	vith:		Both male and female			

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How would you describe the population with which you primarily work? (Check up to three)

At-risk youth	Substance using or abusing Youth
Children of Incarcerated Parents	Teen Parents
Dependent Youth	Youth under 10 years of age
Incarcerated Youth	Youth ages 11-15 years
Homeless Youth	Youth ages 16 – the legal age of adulthood in
Mentally Ill Youth	your community
Pre-adjudicated Youth (e.g., youth awaiting	Youth in the Child Welfare System e.g., foster
a judicial outcome)	youth, adopted youth, abused/neglected youth)
Post-adjudicated Youth (e.g. youth on	Youth on probation
parole, probation, or under community	Other:
supervision)	

Next, we would like to ask you a few questions about your previous training and technical assistance experiences as well as your current training and technical assistance needs.

II. Previous Training and Technical Assistance Experiences

Please think about any previous trainings you have attended and technical assistance you have received.

	out each training workshop or conference made it most useful to you? Topics Discussed Take-away materials/Curriculum Presenter/Speaker Location Practicality/Applicability to my job Hands-on exercises Training modality (e.g., webinar, peer to peer, self-paced on-line, seminar/workshop) Other:
	Topics Discussed Take-away materials/Curriculum Presenter/Speaker Location Practicality/Applicability to my job Hands-on exercises Training modality (e.g., webinar, peer to peer, self-paced on-line, seminar/workshop) Other:
_ 	I have not heard of training sponsored by OJJDP. I have heard of training sponsored by OJJDP. I have heard of OJJDP sponsored training, but I do not know what they offer or how they could help me. I have heard of OJJDP sponsored training and I do know what they offer or how they could help me. I have heard of OJJDP sponsored training and I do know what they offer or how they could help me. I have heard of OJJDP sponsored training and have received training and/or technical assistance from them in the past.
Based on y field?	our knowledge and experience, what are the three most important emerging trends in the juvenile justice
1.	
2.	
3.	

III. Current Training and Technical Assistance Needs

The following are 5 key categories of interest to the Juvenile Justice field. For each of the following categories, you will be asked to rate the need for training and/or technical assistance in that category.

Category 1: Program Operations

Category 2: Information Technology

Category 3: Sustainability

Category 4: Effectively Working with Youth

Category 5: Topics of Interest to the Juvenile Justice Field

Depending on the extent of your organization's needs in each category, you will move to the next category or answer several follow-up questions regarding the nature of the training and technical assistance that would be most useful to your organization.

(There will be one screen per category. If the individual rates their organization as 1, 2, or not applicable on a 1-5 scale of assistance needed, they will move to the next screen. If the individual rates the organization as a 3-5, the possible topics of interest and follow-up questions will appear before they move to the next screen).

CATEGORY 1: PROGRAM OPERATIONS

Please rate the extent to	which you think your	organization	needs	assistance	with	Progra	am Operations.	
1 No assistance needed	2 Son assistance	me	4			eal of needed		cable
Follow up question 1: Please rate how much a								
Possible Topics of 1		1 – No assistance is needed	2	3 – Help Some assistanc neede	e is	4	5 – Essential/ A great deal of assistance is needed	Not Applicable
Case management/case a		1 2		3	4		5	N/A
service delivery	velopmentally appropriate	1 2		3	4		5	N/A
Curriculum/service deve	lopment	1 2		3	4		5	N/A
Fiscal management		1 2		3	4		5	N/A
Implementing evidence-	based practices	1 2		3	4		5	N/A
Needs assessment	•	1 2		3	4		5	N/A
Partnerships/collaboration	on	1 2		3	4		5	N/A
Performance Measureme		1 2		3	4		5	N/A
Policy/procedures develo		1 2		3	4		5	N/A
Program design (e.g., vis measurable goals/objecti considerations)	sion, mission, developing	1 2		3	4		5	N/A
Program evaluation		1 2		3	4		5	N/A
Program implementation	/enhancement	1 2		3	4		5	N/A
Program management (e development)	.g., budget, team	1 2		3	4		5	N/A
Recruitment/Staff retenti	ion	1 2		3	4		5	N/A
Follow-up question 2: Please indicate the level of training and/or technical assistance that would be most useful to your organization for the category of Program Operations: ☐ Beginner ☐ Intermediate ☐ Advanced Follow-up question 3: Please select the format of training and/or technical assistance that would be most useful to your organization for the category of Program Operations: Please check all that apply.								
☐ Onsite cons ☐ Peer-to-pee ☐ Phone cons ☐ Publication	arning/Web-based sultation er learning sultation					Tool Artic Curr ar/Wor ng of to	ele	
☐ Half-day se	n would find most use	ful. Please c eer to peer le	hoose o	please sele	ect the (only work Mul	trainin if they shop, t	check an appr raining of train workshop	opriate T/TA

CATEGORY 2: INFORMATION TECHNOLOGY

4

A great deal of

assistance needed

N/A

Not applicable

to my organization

Please rate the extent to which you think your organization needs assistance with Information Technology.

3

Some

assistance needed

1

No

assistance needed

y	pllow up question 1: Within the category of Input organization. Please rate how much assistable as above.						
	Possible Topics of Interest	1 – No assistance is needed	2	3 – Helpful Some assistance i needed	4	5 – Essential/ A great deal of assistance is needed	Not Applicable
	Information sharing within and among agencies	1 2	2	3	4	5	N/A
	Juvenile record systems	1 2	2	3	4	5	N/A
	- Online reporting	1 2	2	3	4	5	N/A
	- Data collection	1 2	2	3	4	5	N/A
	 Developing a plan for records management in a crisis or emergency 	1 2	2	3	4	5	N/A
	Obtaining/using technological equipment	1 2	2	3	4	5	N/A
	Staff training on technology (e.g., live meeting, E- lert system, webinar, searching for topics on the internet)	1 2	2	3	4	5	N/A
Follow-up question 2: Please indicate the level of training and/or technical assistance that would be most useful to your organization for the category of Information Technology: □ Beginner □ Intermediate □ Advanced Follow-up question 3: Please select the format of training and/or technical assistance that would be most useful to your organization for the category of Information Technology: Please check all that apply. □ Conference-style □ Fact sheet □ Distance learning/Web-based □ Tool kit □ Onsite consultation □ Article □ Peer-to-peer learning □ O Curricula □ Phone consultation □ Seminar/Workshop □ Publication □ Training of trainers □ Resource guide □ Webinar							
Follow-up question 4: For the category of Information Technology, please select the training/technical assistance length your organization would find most useful. Please choose only one: (only if they check an appropriate T/TA type: Conference style, on-site consultation, peer to peer learning, seminar/workshop, training of trainers) 1-hour workshop as part of a conference Half-day seminar/workshop Conference One-day seminar/workshop							

CATEGORY 3: SUSTAINABILITY

Please rate the extent to	which you think your o	organization r	needs as	ssistance	with S	Sustain	ability.		
1 No assistance needed	2 3 Som assistance		4			at deal of Not appli		icable	
Follow up question 1: organization. Please rat as above.									
Possible Topics of I		1 – No assistance is needed	2	3 – Hel Son assista need	ne nce is	4	5 – Essential/ A great deal of assistance is needed	Not Applicable	
Establishing partnerships		1 2		3	4		5	N/A	
Establishing/measuring p		1 2		3	4		5	N/A	
Establishing relationships faith- based organizations	3	1 2		3	4		5	N/A	
Generating buy-in at the levels	Federal, State, and local	1 2		3	4		5	N/A	
Identifying and retaining		1 2		3	4		5	N/A	
Incorporating evaluation planning		1 2		3	4		5	N/A	
Institutionalization of Dis Contact initiatives		1 2		3	4		5	N/A	
Institutionalization of Me		1 2		3	4		5	N/A	
Institutionalization of Ge		1 2		3	4		5	N/A	
Leveraging and managing		1 2		3	4		5	N/A	
Marketing/outreach to the		1 2		3	4		5	N/A	
Planning for future sustai		1 2		3	4		5	N/A	
Succession planning for o		1 2		3	4		5	N/A	
Staff retention and recruit	tment	1 2		3	4		5	N/A	
Follow-up question 2: your organization for th Beginner					assist	ance th	at would be n		
Onsite consPeer-to-peePhone consPublication	e category of Sustainab -style arning/Web-based ultation r learning ultation			ll that ap	oply. O O O O Semina	Fact sl Tool le Article Curric r/Worle g of tra	heet sit e sula sshop	nost useful to	
Follow-up question 4: organization would find Conference style, on-site 1-hour world	most useful. Please ch	noose only on peer learning	e: (onl	ly if they ar/works	check shop, t	an app raining	propriate T/TA	type:	

One-day seminar/workshop	Conference
Multi/day workshop	

CATEGORY 4: EFFECTIVELY WORKING WITH YOUTH

Please rate the extent to which you think your own Working with Youth.	rganization 1	needs as	sistance wi	th the cat	egory of Effec	tively
1 2 3		1	F		N/A	
		4	. 5			
No Some	e			t deal of		cable
assistance needed assistance	needed		assistanc	e needed	to my orgar	nization
					ν	
Follow up question 1: Within the category of E interest to your organization. Please rate how m						
	1 – No		3 – Helpful	,	5 – Essential/	
Descible Terries of Interest	_	2			A great	Not
Possible Topics of Interest	assistance	2	Some	4	deal of	Applicable
	is needed		assistanc		assistance	••
			is needed	1	is needed	
Adolescent development	1 2		3	4	5	N/A
Child abuse/neglect/victimization	1 2	1	3	4	5	N/A
Cultural competency (e.g., race, ethnicity, religion)	1 2		3	4	5	N/A
Disproportionate minority contact	1 2		3	4	5	N/A
Evidence-based practices for working with mentally						
ill youth Evidence-based practices for working with substance	1 2		3	4	5	N/A
using or abusing youth	1 2	2	3	4	5	N/A
Involving youth in the planning, development, and	1 2	·	3	4	5	N/A
implementation of programs	4 5		2	4	-	DT/A
Truancy prevention and reduction	1 2		3	4	5	N/A
Training staff to effectively interact with youth	1 2		3	4	5	N/A
Youth in detention/corrections	1 2	4	3	4	5	N/A
Working with special populations	1 7	Į.	2	4		NT/A
Children of addicted parents	1 2		3	4	5	N/A
Chronic offenders	1 2		3		5	N/A
Females only	1 2		3	4	5	N/A
Gang involved youth	1 2		3	4	5	N/A
Gay/Lesbian/Transgender youth	1 2		3	4	5	N/A
Homeless youth	1 2		3	4	5	N/A
Immigrant youth	1 2		3	4	5	N/A
Males only	1 2		3	4	5	N/A
Non-English speaking youth	1 2		3	4	5	N/A
Sexual offenders	1 2	2	3	4	5	N/A
Teen parents	1 2	2	3	4	5	N/A
Tribal youth	1 2		3	4	5	N/A
Violent offenders	1 2		3	4	5	N/A
Youth with disabilities	1 2	2	3	4	5	N/A
Working with guardians or foster/adoptive parents	1 2	<u> </u>	3	4	5	N/A
Other:	1 2	}	3	4	5	N/A
Follow-up question 2: Please indicate the level your organization for the category of Effectively □ Beginner		ith You	th:	sistance t	hat would be m	
Follow-up question 3: Please select the format of training and/or technical assistance that would be most useful to your organization for the category of Effectively Working with Youth: Please check all that apply. □ Conference-style □ Peer-to-peer learning □ Distance learning/Web-based □ Phone consultation						

☐ Publication

☐ Onsite consultation

	U	Resource guide			O Curricula	
	0	Fact sheet		S	Seminar/Workshop	
	0	Tool kit		Τ	Training of trainers	
	0	Article		V	Vebinar	
assistance l appropriat	length yo	n 4: For the category of Effectively Work our organization would find most useful. wpe: Conference style, on-site consultatio	Please choos	se (only one: (only if they check an	0
trainers)	1_hour	workshop as part of a conference			Multi/day workshop	
ō		ay seminar/workshop			Conference	
		y seminar/workshop				

CATEGORY 5: TOPICS OF INTEREST TO THE JUVENILE JUSTICE FIELD

Please rate the extent to which you think your organization needs assistance with the category of Topics	
of Interest to the Juvenile Justice Field.	

1	2	3	4	5	N/A
No		Some		A great deal of	Not applicable
assistance needed		assistance needed		assistance needed	to my organization

Follow up question 1: Within the category of Topics of Interest to the Juvenile Justice Field, these are topics that may be of interest to your organization. Please rate the assistance your organization would need with each topic using the same scale as above.

Possible Topics of Interest	1 – No assistance is needed	2	3 – Helpful/ Some assistance is needed	4	5 – Essential/ A great deal of assistance is needed	Not Applicable
Accountability	1 2	2	3 4		5	N/A
After care/continuing care (e.g. from Detention)	1 2	2	3 4		5	N/A
Afterschool programming	1 2	2	3 4		5	N/A
Assessing future needs	1 2		3 4		5	N/A
Bullying	1 2	2	3 4		5	N/A
Case management	1 2	2	3 4		5	N/A
Compliance Monitoring of Core Requirements of JJDP Act (DSO, Jail Removal, and Separation)	1 2	2	3 4		5	N/A
Collateral services (e.g., job training, counseling)	1 2	2	3 4		5	N/A
Community Policing/School Resource Officers	1 2	2	3 4		5	N/A
Disproportionate Minority Contact	1 2	2	3 4		5	N/A
Diversion programs	1 2	2	3 4		5	N/A
Emerging trends in juvenile justice research	1 2	2	3 4		5	N/A
Problem Solving courts (drug courts, gun courts, teen courts, mental health courts, etc)	1 2	2	3 4		5	N/A
Evidence-based practices and programs	1 2	2	3 4		5	N/A
Gang violence	1 2		3 4		5	N/A
Graduated sanctions	1 2	2	3 4		5	N/A
Intensive residential services (detention/corrections, substance abuse, mental health inpatient facility	1 2	2	3 4		5	N/A
Intervention Services, Programs, and strategies	1 2		3 4		5	N/A
Involvement of faith/community-based organizations	1 2	2	3 4		5	N/A
Juvenile reentry	1 2	2	3 4		5	N/A
Juvenile sex offenders, chronic offenders, and violent offenders	1 2	2	3 4		5	N/A
On-line victimization of children (e.g. cyberbullying, sexual exploitation, etc)	1 2	2	3 4		5	N/A
Prevention services (e.g., mentoring, volunteering)	1 2	2	3 4		5	N/A
Risk/Assets assessment (psychiatric, education, housing, addition severity)	1 2	2	3 4		5	N/A
Legal treatment of youth as adults	1 2	2	3 4		5	N/A
Re-entry	1 2	2	3 4		5	N/A
School violence	1 2	2	3 4		5	N/A
Substance Abuse Prevention	1 2	2	3 4		5	N/A
Violence Prevention	1 2	2	3 4		5	N/A

Follow-up question 2: Please inc	licate the level of training and/or technic	cal assistance that would be most useful to
your organization for the category	of Topics of Interest to the Juvenile Ju	stice Field:
☐ Beginner	☐ Intermediate	☐ Advanced

Follow-up question 3: Please select the format of training and/or technical assistance that would be most useful to your organization for the category of Topics of Interest to the Juvenile Justice Field: Please check all that apply.

 □ Conference-style □ Distance learning/Web-based □ Onsite consultation □ Peer-to-peer learning □ Phone consultation □ Publication ○ Resource guide 	O Fact sheet O Tool kit O Article O Curricula □ Seminar/Workshop □ Training of trainers □ Webinar
Follow-up question 4: For the category of Topics of Interest to to training/technical assistance length your organization would find check an appropriate T/TA type: Conference style, on-site consultation for trainers) □ 1-hour workshop as part of a conference □ Half-day seminar/workshop □ One-day seminar/workshop	most useful. Please choose only one: (only if they

IV. Overall

	ou have reviewed each of the categories and the asso ries that you feel your organization needs the most as		
	 □ Category 1: Program Operations □ Category 2: Information Technology □ Category 3: Sustainability □ Category 4: Effectively Working with Youth □ Category 5: Topics of Interest to the Juvenile Juven	ıstic	re Field
-	our staff were to attend a training sponsored by OJJD? (drop down list)	P, v	which of the states or territories would be most
What are th	ne most critical barriers/challenges your organization	fac	es in providing services? Please choose up to
00 000 0	Coordinating with Federal agencies Feelings of no support and isolation by service providers Lack of support for prevention efforts Lack of adequate funding/resources Lack of adequate training and technical assistance for staff members Lack of in-house procedures Lack of knowledge about juvenile justice topical areas		Lack of knowledge about navigating the federal funding system (e.g., finding grants) Language concerns Local and/or State collaboration Safety concerns Turf issues among agencies/service providers Unclear organizational objectives Other:
What woul	d your organization most hope to get out of utilizing es.	traiı	ning sponsored by OJJDP? Please rank your top
	Increased staff knowledge in relevant subject areas		Increased knowledge of funding/grantwriting resources
	Increased staff skills in relevant subject areas		Increased opportunities for TTA Increased access to publications and other
	Increased staff morale and retention Increased opportunities for interaction with others in the field		resources Increased access to technological resources
	Increased capacity to collaborate with others in the field		and support More effective services for youth and families Other (please specify):
	d your organization plan to use the information learned. To secure funding To ensure sustainable activities To implement evidence-based programming (e.g. ev. To improve organizational functioning (e.g., morale To improve effective reach, treatment, and supervis To improve collaboration with other organizations To facilitate staff development Other (please describe):	vide vide e, re ion	rom utilizing training sponsored by OJJDP? nce based practice, treatment, and supervision) tention, policies and procedures, operations) of our target population

In thinking about your work in the juvenile justice field, please list the top three critical unmet training needs that would improve future efforts in the field.

2)

3)

Please describe any other training and technical assistance needs your organization has that have not been addressed in this assessment.