

**Criminal Justice Section's
RACIAL JUSTICE IMPROVEMENT PROJECT
January 7, 2013 Task Force Report**
Funded by the Bureau of Justice Assistance

The ABA Criminal Justice Section and the Bureau of Justice Assistance would like to thank you for your continued cooperation and dedication to the Racial Justice Improvement Project. We are nearing the end of our first term for this project, and we will soon commence reform in four new sites! *For this project, you will have only one other reporting requirement, due on February 20 2013, or within three weeks of completing your RJIP reform.* This document serves as your reporting template for the January 7, 2013 Report. Please submit this completed document in word format (not PDF) to Safiedine.s@gmail.com by no later than close of business **January 7, 2013**. Please type your answers in the spaces below and title the document “[your jurisdiction] January 7 Report”. As one of the last reporting measures, please be as thorough as possible in this report, even if it requires repeating information from other reports, documents, or conversations. Please include as an attachment to your email submission, any relevant documents that are referenced or requested. We thank you for your great efforts and look forward to hearing from you in the New Year!

Jurisdiction: _____
Date of Last Task Force Meeting: _____
Date of Upcoming Task Force Meeting: _____
Projected Project Completion Date: _____

1. **Please list the name and title of each RJIP task force member in your jurisdiction and also include their email address.** We will update our website with the names you list below. (Please highlight the task force members who do not wish to have their email address posted on our website). If you would like to remove a task force member that is currently listed or make a change, please also state that below. *You can find the list of your jurisdiction's task force members by visiting the project's website and finding "Task Force Information" in the top menu, then by clicking on your jurisdiction in the drop-down menu.*

2. **Please explain the goal of your reform initiative and define measurable success of your reform.** How are you implementing the reform and producing outcome measures?

3. **Please explain your current status in completing your reform initiative.**

- 4. What are your key milestone dates/deadlines leading up to the conclusion of your sites reform and evaluation?** Please include upcoming specific task force meeting dates, specific or approximate dates for dissemination / promotion of project activities (including press, luncheons, launches), and other important administrative / logistical dates of your project. Please also state whether you would like assistance in the promotion of your reform.

- 5. Please provide a brief paragraph summarizing your site's reform.** *In this 1 paragraph only statement*, limit your information to what you feel comfortable posting on our project website:

- 6. Have you gotten other criminal justice stakeholders to buy in to your reform and assist with the implementation process, or have you collaborated with existing projects and initiatives in your jurisdiction since choosing your reform effort?** If so, please list who and how they have contributed. Please also include any consulting services you have sought or received from entities or individuals. Please also include whether you have requested or added any entity representatives to serve on your task force.

- 7. Have you remained consistent with your policy reform and implementation plan from October 2011?** Please explain if you have deviated from your original plan.

- 8. Have you identified mechanisms to track and measure the effectiveness of your reform? Have you met with the Project Evaluator? How are you tracking the success of your reform overall and specific projects or programs that you have since carried out? Do you have a formalized evaluation plan?** If so, please attach your evaluation plan to this report and briefly describe the process below. If you are still working on your evaluation plan, when do you hope to have it completed?

- 9. Have you been met with any new challenges in accomplishing your goals?** If so, have they been overcome? What were the lessons learned?

- 10. At this point in the project, do you have any recommendations for eliminating or modifying any steps in the projects replication?**

11. To date, what amount of grant funds (if any) do you have remaining? Do you have plans to spend the remaining grant funds? Please explain. *Please also attach a simplified version of your project budget upon submission of this report.*

12. Please identify supplemental funding and technical assistance needs below.