

FSA EXTERNAL PROGRAM SUBMISSION FORM

GENERAL INFORMATION

A. Enter the name of the program	<p>Enter the complete name of the program and acronym, if applicable:</p> <p>Provide a link to program webpage, if applicable:</p>
B. Enter your name	<p>Last name:</p> <p>First name:</p>
C. Enter your contact information	<p>Email:</p> <p>Telephone number:</p> <p>Group (e.g., business/vendor, organization, university/college), if applicable:</p> <p>Please describe or identify the group:</p>
D. Are you the point of contact for this program submission?	<p>Yes: <i>(If yes, please skip to G)</i> No: <i>(If no, please answer E and F)</i></p>
E. Enter the name of the point of contact	<p>Last name:</p> <p>First name:</p>
F. Enter the point of contact's information	<p>Email:</p> <p>Telephone number:</p> <p>Group (e.g., business/vendor, organization, university/college), if applicable:</p> <p>Please identify or describe the group:</p>

<p>G. What is your or your group's (e.g., business/vendor, organization, university/college) relation to the program?</p>	<p>If you selected Other, please describe:</p>
<p>H. Enter the name of the developer (or author, researcher, publisher, vendor) of the program <i>(May be same as the contact above.)</i></p>	<p>Last name: First name:</p>

PROGRAM (DETAILS/INFORMATION)	
<p>I. What is the target population for the program (i.e., who is the program designed for or used with)?</p>	<p>Select the best answer:</p> <p>Federal offenders/inmates</p> <p>Sub-populations of federal offenders/inmates (e.g., women inmates, violent offenders)</p> <p>Other population/sub-populations with needs similar to federal offenders/inmates (e.g., those in need of drug treatment)</p> <p>Other population</p> <p>Please further describe, if applicable, the selected target population:</p>
<p>J. What is the primary criminogenic or critical need the program meets/addresses?</p>	<p>If you selected Other, please describe:</p>

<p>K. Answer each of the following questions about the program</p>	<p>K1. Is the program implemented with a group <i>or</i> an individual? Individual: Group: If you selected Group, please enter maximum number of group members:</p> <p>K2. What is the <i>staff-to-inmate ratio</i> for program delivery/implementation?</p> <p>If you selected Other, please explain:</p>

K3. What is the length/duration of *each* program session?

If you selected Other, please explain:

K4. What is the length/duration of the *entire* program?

K5. How *often* are program sessions held?

If you selected Other, please explain:

K5. How do you *know* that an inmate's need has been met (i.e., they no longer need the program to meet their need)?

If you selected Other, please explain:

K6. Are information technology (IT) equipment or access required (e.g., computer)?

No: Yes:

If yes, please describe the required technology:

K7. Is there a manual and/or documentation that details the requirements or specifications for delivery/implementation/use?

Yes: No: Not applicable:

K8. Does the program *require* staff training and/or qualifications to implement?

No: Yes:

If yes, please describe expertise/qualifications required:

K9. What is the time required to train staff to implement the program?

If other, please enter the required time for training:

K10. Provide any additional *relevant* information about the program for the BOP

<p>L. Answer each of the following questions about the cost of the program</p>	<p>L1. Is the program available in the public domain at no cost? Yes: No:</p> <p>L2. Is there a license fee required to use the program (i.e., terms and conditions of use)? No: Yes: If yes, please enter the cost of the license:</p> <p>L3. Is there a cost for required staff training (not including staff hours listed in K9 above)? No: Yes: If yes, please enter the per person cost:</p> <p>L4. Is there a cost for any supporting materials (i.e., manuals, assignments) required to implement the program? No: Yes: If yes, please describe additional resources and cost, if applicable:</p> <p>L5. Provide any additional <i>relevant</i> information about the program costs for the BOP:</p>
STUDY OF PROGRAM (DETAILS/INFORMATION)	
<p>M. Are you providing one, two, or three studies of the program?</p>	<p>One study: Two studies: Three studies:</p>

<p>N. Is the first study published?*</p> <p><i>*SOURCES INCLUDE: journal articles, other publications, evaluation reports, systematic reviews, meta-analyses, or other research study sources</i></p>	<p>No:</p> <p>Yes:</p> <p>If yes, please include where the study was published and supply a web address for the publication, if applicable:</p>
<p>O. What is the research design of the first study?*</p> <p><i>*CAUTION: Programs ultimately considered to be evidence-based, specifically EBRR programs, will have at least one study using study designs 1-3. Study designs rated 4 will not be considered for evidence review because they are not study designs that can provide evidence.</i></p>	<p>Select the best answer:</p> <p>Experimental: Well-designed randomized field trial</p> <p>Quasi-experimental A: Uses a credible comparison group, with extensive information provided on pre-treatment equivalence of groups (includes time series comparison group design, etc.)</p> <p>Quasi-experimental B: Uses a comparison group but lacks comparability on important preexisting variables or lacks information on pre-treatment equivalence of groups (includes time series single group design, etc.)</p> <p>Non-experimental: Includes one group pretest-posttest, one- and two-group posttest only, case studies, or other</p> <p>If non-experimental was selected, please describe:</p>
<p>P. Who was the first study conducted with (i.e., what population was included in the study)?</p>	<p>Select the best answer:</p> <p>Federal offenders/inmates</p> <p>Sub-populations of federal offenders/inmates (e.g., women inmates, violent offenders)</p> <p>Other population/sub-populations with needs similar to federal offenders/inmates (e.g., those with in need of drug treatment)</p> <p>Other population</p>

	Please describe the actual population used in the study:
Q. What is the sample size of the first study (i.e., number of people)?	100 and above: More than 25, but fewer than 100: 25 and under:
R. What year was the first study completed (published/available)?	2010 to 2020: 2000 to 2009: Before 2000:
S. Is the second study published?*	No: Yes: If yes, please include where the study was published and supply a web address for the publication, if applicable:
	<i>*SOURCES INCLUDE: journal articles, other publications, evaluation reports, systematic reviews, meta-analyses, or other research study sources</i>
T. What is the research design of the second study?*	Select the best answer: Experimental: Well-designed randomized field trial

<p><i>*CAUTION: Programs ultimately considered to be evidence-based, specifically EBRR programs, will have at least one study using study designs 1-3. Study designs rated 4 will not be considered for evidence review because they are not study designs that can provide evidence.</i></p>	<p>Quasi-experimental A: Uses a credible comparison group, with extensive information provided on pre-treatment equivalence of groups (includes time series comparison group design, etc.)</p> <p>Quasi-experimental B: Uses a comparison group but lacks comparability on important preexisting variables or lacks information on pre-treatment equivalence of groups (includes time series single group design, etc.)</p> <p>Non-experimental: Includes one group pretest-posttest, one- and two-group posttest only, case studies, or other</p> <p>If non-experimental was selected, please describe:</p>
<p>U. Who was the second study conducted with (i.e., what population was included in the study)?</p>	<p>Select the best answer:</p> <p>Federal offenders/inmates</p> <p>Sub-populations of federal offenders/inmates (e.g., women inmates, violent offenders)</p> <p>Other population/sub-populations with needs similar to federal offenders/inmates (e.g., those with in need of drug treatment)</p> <p>Other population</p> <p>Please describe the actual population used in the study:</p>
<p>V. What is the sample size of the second study (i.e., number of people)?</p>	<p>100 and above:</p> <p>More than 25, but fewer than 100:</p> <p>25 and under:</p>
<p>W. What year was the second study completed (published/available)?</p>	<p>2010 to 2020:</p> <p>2000 to 2009:</p>

	Before 2000:
<p>X. Is the third study published?*</p> <p><i>*SOURCES INCLUDE: journal articles, other publications, evaluation reports, systematic reviews, meta-analyses, or other research study sources</i></p>	<p>No:</p> <p>Yes:</p> <p>If yes, please include where the study was published and supply a web address for the publication, if applicable:</p>
<p>Y. What is the research design of the third study?*</p> <p><i>*CAUTION: Programs ultimately considered to be evidence-based, specifically EBRR programs, will have at least one study using study designs 1-3. Study designs rated 4 will not be considered for evidence review because they are not study designs that can provide evidence.</i></p>	<p>Select the best answer:</p> <p>Experimental: Well-designed randomized field trial</p> <p>Quasi-experimental A: Uses a credible comparison group, with extensive information provided on pre-treatment equivalence of groups (includes time series comparison group design, etc.)</p> <p>Quasi-experimental B: Uses a comparison group but lacks comparability on important preexisting variables or lacks information on pre-treatment equivalence of groups (includes time series single group design, etc.)</p> <p>Non-experimental: Includes one group pretest-posttest, one- and two-group posttest only, case studies, or other</p> <p>If non-experimental was selected, please describe:</p>

<p>Z. Who was the third study conducted with (i.e., what population was included in the study)?</p>	<p>Select the best answer:</p> <p>Federal offenders/inmates</p> <p>Sub-populations of federal offenders/inmates (e.g., women inmates, violent offenders)</p> <p>Other population/sub-populations with needs similar to federal offenders/inmates (e.g., those with in need of drug treatment)</p> <p>Other population</p> <p>Please describe the actual population used in the study:</p>
<p>AA. What is the sample size of the third study (i.e., number of people)?</p>	<p>100 and above:</p> <p>More than 25, but fewer than 100:</p> <p>25 and under:</p>
<p>BB. What year was the third study completed (published/available)?</p>	<p>2010 to 2020:</p> <p>2000 to 2009:</p> <p>Before 2000:</p>