**Committee on County Criminal Justice System Best Practices for the 21st Century – Annual Partners Award 2018**

**Honoring Those Individuals and Organizations That Interact With County Corrections or JDCAP Members**

**BACKGROUND**

The County Criminal Justice Systems for the 21st Century, a subcommittee of the County Commissioners Association of Pennsylvania (CCAP) Courts and Corrections Committee has been charged by the CCAP Board with developing programs to promote best practices in criminal justice. First introduced as a means of promoting the 2003 CCAP Prison Overcrowding Task Force recommendations, the awards program has evolved over time to focus on best practices in general, rather than just programs that are designed to addressed overcrowding.

**AWARD PROGRAM GOAL**

This honor is awarded to an individual or organization that is not directly employed by a county corrections facility or JDCAP member facility, although the nominee may be a county employee or elected officer who interacts with corrections or juvenile detention or alternative programs. The nominee should possess experience that demonstrate and active role in promoting activities that improve criminal justice system and juvenile detention or alternative programs, or actions that have resulted in policy or practice changes that enhance the goals of adult corrections, juvenile detention or alternative programs on a local regional or statewide basis.

**NUMBER OF AWARDS**

No more than one award will be presented each year.

**ELIGIBILITY**

* A “Partner” cannot be presently employed by a county correctional, juvenile detention facility or alternative program in Pennsylvania.
* A “Partner” must have provided support, resources or assistance to the advancement the mission of the submitting entity
* A “Partner” must be nominated by a CCAP member or a JDCAP member.

**PREPARING AND SUBMITTING YOUR ENTRY**

Use the official award form in this brochure or available online at [http://www.pacounties.org/ProgramServices/Pages/Criminal-Justice.aspx](https://www.pacounties.org/ProgramServices/Pages/Criminal-Justice.aspx) click on “Criminal Justice System Best Practices Awards – Partners”

**DEADLINE**

Entries must be submitted via email using the electronic form no later than close of business February 10, 2018.

**JUDGING AND SELECTION**

All entries will be scored by the Committee on County Criminal Justice System Best Practices. The winning entry will be announced at the CCAP annual conference in March, and afterwards, contacts identified for each winning submission will be notified. Awards will be presented at an event in a location chosen by the awardee.

**NOTICE**

By applying the applicant agrees that items submitted for the program narrative will be posted on the CCAP and JDCAP websites, and made available to counties who wish to establish similar best practices. The signatures on the submission indicate agreement with the public posting, and the award recipient may be asked to share additional information with other counties. The Committee on County Criminal Justice Systems Best Practices reserves the right to disqualify and entry if all of the required elements are not included. Further, entries not receiving a minimum score may be disqualified. Further, entries that fail to achieve a minimum score may be disqualified.

***OFFICIAL ENTRY FORM***

Entrants must complete all sections for the entry to be considered complete. A copy of this official entry is available at [http://www.pacounties.org/ProgramServices/Pages/Criminal-Justice.aspx](https://www.pacounties.org/ProgramServices/Pages/Criminal-Justice.aspx)

Name/County Nominator Click here to enter text.

Address Click here to enter text.

City, State, Zip Code Click here to enter text.

Title Click here to enter text.

Contact Phone Click here to enter text.

**PARTNER INFORMATION**

Name of nominee Click here to enter text.

Title of nominee Click here to enter text.

**NARRATIVE**

**Enter narrative that explains the following:**

**Contributions –** Discuss the contributions the nominee has made to improving county corrections or juvenile justice at the local, regional, or state level

Click here to enter text.

**Promotion of best practices –** Explain how the nominee has knowingly or unknowingly promoted the goals of the best practices program

Click here to enter text.

**SUPPORTING DOCUMENTS**

Please include any supporting documentation to demonstrate the impact of the project in cost or population outcomes, or other data to demonstrate the considerations utilized in determining the scope or design of the project. Scoring will be based on factors including the entrant’s description of the problem, the soundness of the approach, and success in meeting goals and objectives. Award submissions will receive consideration for outcomes or best practices supported by data. **SUPPORTING INFORMATION SHOULD BE COPIED AND PASTED DIRECTLY INTO THE FORM USING THE BOX BELOW.**

Click here to enter text.

**Each application must be submitted with the signature of the nominating party.** Signatures can be entered electronically, or submitted via fax using a separate form. To sign, right-click on the signature line, select “Signature Setup” from the drop down, and follow the prompts. If submitting signatures on a separate form, enter “FAXING” on the signature line.

**SUBMITTING YOUR ENTRY – To submit the entry, save a copy of this completed form after all information, including signatures and supporting materials have been added. When saving the form, please assure that the document name includes the county name, the type of project and the year – (i.e. FranklinPartnerAward2018). Address an email to** **bpenyak@pacounties.org** **and attach the award submission.**