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

**Honoring Best Practices County Jail Programming**

**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.

**HISTORY**

The County Commissioners Association of Pennsylvania undertook the Pennsylvania Prison Overcrowding project in 2001, in response to concerns raised by members about jail overcrowding and construction costs. The committee appointed a task force to conduct a study and report back its findings, assuming the board would take a policy position in support of finding funding for expansion and upgrades. A study was commissioned that examined the state of overcrowding, including the reasons behind those conditions, and the findings demonstrated a need to examine process before deciding on expansion of jail space.

In order to assure that counties would take advantage of the report findings to look for strategies that could be employed locally, the CCAP Board created the Committee on County Criminal Justice Systems for the 21st Century, and charged them with education for members and promotion of the report. The Committee designed the awards program as a way to highlight the work that counties are doing in this regard and to share that information for other counties to consider for their own plans.

The Awards program has evolved to include a component for juvenile detention and alternative programs, and an award honoring a county partner for their efforts in assisting counties with criminal justice goals. The awards program is in its eighth year.

**AWARD PROGRAM GOAL**

The focus of the award is to recognize county jails for implementation of best practices for jail operation. These may be consistent with the 2003 report recommendations or the recommendations of the recently released CCAP Comprehensive Behavioral Health Task Force Report. Best Practices may address conditions of confinement using successful re-entry initiatives, prevention or early intervention programs, development of effective linkages with community behavioral health services, family involvement, school communication and efforts to make communities safer. Efforts to introduce sharing or collaborations that result in improved outcomes for local justice systems are areas of interest, in that other counties may use the example of awardees in developing their own programs. Initiatives that may be considered include the following:

* Efforts to stabilize or reduce the jail population
* Adoption of assessment methodologies which identify areas for effective change
* Implementation of re-entry initiatives
* Establishment of community corrections programs
* Use of technology to enhance operations of the jail and outcomes for inmates
* Improving the quality of data
* Employment of innovations in housing and treatment of mentally ill inmates
* Development of community services efforts
* Implementation of diversion programs for specific populations
* Collaboration between county departments that are not traditionally involved with corrections
* Innovations through public/private partnerships

**2018 Themes**

While all projects and programs are of interest to the Committee and eligible to enter, the committee is encouraging the submission of projects that demonstrate the following:

* Addressing the Opioid Crisis
	+ Successful collaboration and partnerships at the local level
		- Court/judicial team impact on jail population, lives of inmates, successful community re-entry
	+ The use of evidence based correctional programming
* Assessment of need/risk levels
* Enhancement of offender motivation
* Targeted interventions
* Staff training consistent with delivery of programs, including positive reinforcement, environments conducive to success

**NUMBER OF AWARDS**

No more than one large county and one small county jail will receive an award. A large jail is one from a county of the first, second, second A or third class. A small county jail is one from a county of the fourth through eight class.

**SELECTION CRITERIA**

Entries will be judged on the following categories:

Problem description (10 points)

Background (20 points)

Soundness of approach (20 points)

Description of specific program elements (20 points)

Expectations and measurable goals (20 points)

Evaluation, sustainability (10 points)

**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”

**ELIGIBILITY**

A county jail is eligible to enter under the following conditions:

• The project took place in and was operating during calendar year 2017

• The county has applied for this award in the past, but can show an ongoing benefit to the project

• The county plays a significant leadership role in the development and implementation of activities

• The county commits to follow up evaluation by phone if requested by the committee

• The chair of the board of county commissioners must sign the form for non-home rule county submissions and the Chief Executive Officer must sign the form for home rule county submissions.

**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 in each category 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 a time and 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 by the Committee. A copy of this official entry is available at [www.pacounties.org](https://www.pacounties.org/)

County Click here to enter text.

County Class Click here to enter text.

Address Click here to enter text.

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

Primary Contact, Title Click here to enter text.

Contact Phone Click here to enter text.

**PROJECT INFORMATION**

Title Click here to enter text.

Project Start Date Click here to enter date.

**PROGRAM NARRATIVE**

**Enter program narrative that addresses each of the following subject areas, and does so in the order presented below. Entries must be submitting using this form. All sections must be complete. Entries submitted without the required information may be disqualified.**

**Problem Discussion** - Enter comments on the identified need and the background including what programs were in place before the current project, if any, and how it led to this effort. This section is worth 10 points.

Click here to enter text.

**Background** – Enter history of the project, including any evidenced-based approaches to divert individuals from further penetration into the juvenile or adult justice system, community involvement strategies, formation of stakeholder groups, county- wide planning strategies, etc. This section is worth 20 points.

Click here to enter text.

**Soundness of approach** – Enter a description of the ways the project conforms to either program themes or goals as established in the criteria. This section is worth 20 points

Click here to enter text.

**Program Elements** – Enter a description of the elements of the project, utility, adaptability, strategies used, community and stakeholder involvement, evidence-based approached. This section is worth 20 points.

Click here to enter text.

Expectations and Measurable Goals – Enter a description of the costs of the project, how it was funded, projected impact, number of inmates diverted or assisted, utilization of risk assessment, impact on recidivism. This section is worth 20 points.

Click here to enter text.

**Evaluation/Sustainability** – Enter details describing the process for evaluating success including assessment methodologies, data reports, continuation, and determination of success. This section is worth 10 points.

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.

**All forms must contain at least one signature.** 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. FranklinJailAward2018). Address an email to** **bpenyak@pacounties.org** **and attach the award submission.**