



Criminal Justice Coordinating Councils Peer Exchange Information Sheet

Applications are now open for the National Association of Counties (NACo)'s Criminal Justice Coordinating Councils Peer Exchange. This one-and-a-half-day event is an opportunity for representatives from county criminal justice coordinating councils ("CJCC"), criminal justice advisory councils ("CJAC") or other similar county-level entity to take part in peer learning and networking, hear from experts in the field, share successes and brainstorm solutions to common challenges.

NACo will select up to eight (8) criminal justice coordinating councils to be part of this peer-learning event. This event is intended to support counties in strengthening the overall structure and effectiveness of their CJCCs.

IMPORTANT DATES AND DEADLINES

Open Call for Applications: Wednesday, October 23, 2024

Application Deadline: Friday, November 15, 2024

Announcement of Selected CJCCs: December 2024

Peer Exchange: February 6-7, 2025

PROGRAM INFORMATION

In partnership with the [National Criminal Justice Association](#) (NCJA) and with support from the U.S. Department of Justice, Office of Justice Programs, [Bureau of Justice Assistance](#) (BJA), NACo is developing resources and learning opportunities for counties looking to strengthen the administration of their local criminal legal systems. [Please visit NACo's Criminal Justice Coordinating Councils Resource Hub to learn more.](#)

What is the Peer Exchange?

The Peer Exchange will focus on key topics relevant to CJCCs including behavioral health, racial equity, sustainability and funding. This event will include tailored co-occurring



workshops for CJCC chairs/co-chairs/vice chairs and directors/coordinators to address the needs of their specific roles. Additional opportunities include brainstorming solutions with peers and other subject matter experts. During the Peer Exchange, attendees will meet and hear from members of Arapahoe County, Colorado's Justice Coordinating Committee (JCC), observe one of its meetings and tour a local service provider's facility.

Who should apply?

This Peer Exchange aims to support counties, parishes and boroughs with an existing CJCC or equivalent that are aiming to strengthen or grow the CJCC.

NACo is asking that each selected county send two people to the event:

- *A person who serves as the current chair, co-chair or vice chair of the CJCC.* This is typically an elected county leader such as a county commissioner or supervisor, district or county attorney, local judge or sheriff.
- *A person who serves as the director or coordinator of the CJCC.* This is typically a county employee who is tasked with managing the day-to-day work of the CJCC such as coordinating with the chair/co-chair on the development of meeting agendas, keeping meeting minutes, coordinating among subcommittees and coordinating with different departments and agencies within the county to communicate and implement the recommendations of the CJCC. In some CJCCs, this is a full-time job, in others this position is held by someone serving another role within the county.

How will applicants be selected?

NACo staff will review applications to ensure the key eligibility criteria are met. Final selections will consider geographic, economic and demographic diversity of the overall peer exchange participant counties.

1. County is a NACo member
2. CJCCs that were established, re-established or significantly restructured within the last **five years** (*preferred*)
3. CJCCs that have an **elected county leader** as one of the two team spots

Is there an application fee?

No.



When and where will the peer exchange take place?

The peer exchange is tentatively scheduled for **February 6 and 7 in Arapahoe County, Colorado**. Please ensure that both participants are available for all days prior to applying. We request that the dates are held until application selections are announced. The tentative schedule is:

- February 5 – Travel day
- February 6 – Full day of programming
- February 7 – Half day of programming and travel

Will there be travel costs involved?

NACo will reimburse relevant travel expenses for up to two people per county, within federal guidelines, leveraging BJA support. Additional details will be provided to selected applicants.

How do I apply?

[CLICK HERE](#) to fill out the online application.

Who do I contact with questions?

Email Ronin A. Davis at rdavis@naco.org with any questions.

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HOW TO PREPARE AND SUBMIT YOUR APPLICATION

Application Instructions

Completed applications need to be submitted through the [online application form](#) by **Friday, November 15, 11:59 p.m. ET.**

We recommend filling out the application in a separate document and copying the final answers into the online form.

Application Questions

Please note that this is for reference purposes only. When you are ready to apply, please fill out the online application by [clicking here](#).

A. County, Parish or Borough Information

- County, parish or borough name
- State

B. Primary Contact Information

Please provide information on the primary contact(s) for this application. This is the person(s) who should receive updates on the status of this application and will be the primary contact if the application is accepted.

- Primary Contact Full Name
- Primary Contact Title
- Primary Contact Email Address
- Primary Contact Phone Number
- Is there another person who should be copied on all contacts? *(Select Yes or No)*

C. Secondary Contact Information

- Secondary Contact Full Name
- Secondary Contact Title
- Secondary Contact Email Address
- Secondary Contact Phone Number

D. Criminal Justice Coordinating Council Information

- What is the name of your jurisdiction's CJCC?
- Please provide the web address of your CJCC's website, if available.



- What year was your CJCC formed?
- Who is represented on your CJCC? *(Please select all that apply. If there are members of your CJCC not represented here, you can add them on the following question.)*
 - Board of county commissioners/supervisors or equivalent
 - County administrator or manager
 - District/county attorney
 - Public defender
 - Sheriff
 - County law enforcement (if different from the sheriff)
 - Municipal chief(s) of police
 - Judge(s)
 - Court administrator(s)
 - Local department of corrections (if different from the sheriff)
 - Local community supervision department (e.g., pretrial supervision, probation)
 - Local health department
 - Local behavioral or mental health department
 - Local human or social services department
 - State department of corrections
 - State community supervision department (e.g., parole)
 - Lived experience/directly impacted community
 - Community members
- Please list any members of your CJCC that are not represented in the previous question.
- Does your CJCC have a full-time director/coordinator whose primary role is overseeing the CJCC? *(Select Yes/No/Other, Specify)*
- If yes, is this position employed by the county? *(Select Yes/No)*
- If no, what jurisdiction or organization employs the director/coordinator? *(Please provide any additional relevant details (e.g., position is employed by a local community-based organization through a grant from the county))*
- If yes, please specify which county department or agency oversees this position.



- Do you have any other dedicated full- or part-time employees who work specifically for the CJCC? *(Select Yes or No)*
- Please list the roles of staff that work specifically for the CJCC.
Example: CJCC Director, Data Analyst, Project Manager
- What is one significant success your CJCC has achieved in the past year? *(Please limit your response to 200 words)*
- What are the primary challenges your CJCC has faced over the past year? *(Please limit your response to 200 words)*
- What do you hope to take away from this opportunity, if selected? *(Please limit your response to 200 words)*
- Please share any additional information about your CJCC that you would like us to know.

E. Attendee Information

*If selected, we ask that you send your CJCC's chair, co-chair, or vice chair **and** the director or coordinator of the CJCC to the event. Please list the two people who will attend.*

- Attendee 1: Full name
- Attendee 1: Title
- Attendee 1: Role on CJCC
 - Chair/co-chair
 - Vice chair
 - Director/coordinator
- Attendee 1: Email
- Attendee 1: Phone number
- Attendee 2: Full name
- Attendee 2: Title
- Attendee 2: Role on CJCC
 - Chair/co-chair
 - Vice chair
 - Director/coordinator
- Attendee 2: Email
- Attendee 2: Phone number