



**SPECIAL EVENT OF THE YEAR
2018 AWARD CRITERIA**

This honor is awarded to a special event during the year that was conducted by or in conjunction with a JDCAP member organization. The event must be a one time occurrence within the year instead of an ongoing program. Special events may include holiday activities, seasonal activities, and special speakers. There will be only one winner in this category. Each facility may nominate one event. All nominees will be recognized at the annual JDCAP conference.

Criteria for selection will be based on the following factors:

1. Value and benefit based on the needs of the residents.
2. Creativity in the delivery of the event.
3. Integration with other programmatic aspects of the juvenile detention facility.
4. Unique utilization of internal and external resources.

The submission must be ONE page containing the following information:

1. JDCAP member organization name
2. Name of the event
3. Name(s) of staff involved
4. A narrative explaining the following:
 - a) Target audience of the event.
 - b) Description of how the event reached the needs of the audience.
 - c) Description of how the event was structured.
 - d) Description of how the event blended with the other programmatic aspects of the agency.
 - e) Internal and external resources used to increase the effectiveness of the event.
 - f) Additional supportive comments.
5. Name of the person submitting the nomination
6. Position of the person submitting the nomination
7. Contact phone number of the person submitting the nomination

All nominations must be submitted **electronically** by **August 24, 2018** to Wayne Bear wbear@pacounties.org or Lori Lawyer llawyer@pacounties.org.

If you have any questions, contact Wayne at 717-526-1010 ext 3117.