

**ARK-TEX COUNCIL OF GOVERNMENTS  
REGIONAL CRIMINAL JUSTICE ADVISORY COMMITTEE**

**Meeting will be March 31, 2022 1:30 p.m.  
Mt. Pleasant Civic Center  
1800 N. Jefferson Ave., Mt. Pleasant, TX 75455**

**Also available via teleconference (ZOOM)  
Video and audio should be turned on if joining via teleconference.**

**\*If joining via ZOOM, REGISTER IN ADVANCE for this meeting using the following link:**

**[https://us06web.zoom.us/meeting/register/tZlsd-qhqzgtEtDJif\\_8wXRcpz\\_PASw3iEEc](https://us06web.zoom.us/meeting/register/tZlsd-qhqzgtEtDJif_8wXRcpz_PASw3iEEc)**

**\*\*If you have trouble registering, please contact Patricia Haley ahead of time at [phaley@atcog.org](mailto:phaley@atcog.org) or 903-255-3531.**

**AGENDA**

1. Call to order.
2. Roll Call (RCJAC members, presenters, visitors).
3. Approve the minutes as submitted from the RCJAC Meeting held March 17, 2022 at Mt. Pleasant Library and via teleconference (See Attachment A, p.3).
4. Updates
  - a. CJD funding allocations for the ATCOG region:  
(not available yet – to be announced at meeting if available)
  - b. Juvenile Justice (ATCOG's application) and Truancy Prevention (Bowie County & Morris County's applications) funding sources are separate according to CJD even though they are under the same funding opportunity listed at the top of the score sheet.
  - c. CSE application scoring (scored differently – Only 1 applicant)
5. Review Scoring Instrument.
  - a. Take notice of the maximum points available for each question, highlighted in yellow. **For those attending via ZOOM, score sheets will be electronically completed, signed and then submitted (via email) immediately after the meeting. For those attending in-person, the score sheets will be submitted in-person or by using the electronic process previously mentioned. Enter your scores in the bright yellow spaces. If entering electronically, the total score is formulated and will automatically update as you enter your scores.**

- b. Local priorities were established by the Strategic Planning Focus Groups in November and approved by the RCJAC in December. Local priorities are not weighted so they all have a maximum 10 points possible.
  - c. **Conflict of Interest Policy: The conflict of interest requirement allows you to score all non-conflicting applications, even if in the same category of the conflicting application. Example: If you have a conflict of interest (see Bylaws-p.7-8) with one of the applications, you cannot score that particular application. You cannot comment or ask questions regarding that particular conflicting application.**
    - i. As stated by CJD, the conflict of interest policy does not apply to applications submitted by the Council of Governments (such as the Purchase of Juvenile Justice Services application). Therefore, all RCJAC members can score an application submitted by ATCOG.
    - ii. Reflect "conflict of interest" in the appropriate spaces on the 2<sup>nd</sup> page of the score sheet, if it applies to any member.
  - d. None of the score sheets were affected by the Vendor Hold deductions.
  - e. **Make sure to Print & Sign your name on each score sheet! If submitting score sheets electronically, the signature cell has the font set to a "signature" type font, so you can type your name as your signature. Please see the verification statement listed above the signature section on the score sheet before entering your name.**
  - f. **If submitting electronically, save each score sheet on your computer using the original file name (see Attachment B instruction sheet, p.17). RCJAC members attending via ZOOM and also those in-person attendees who choose to submit electronically must then submit your scores by email to phaley@atcog.org immediately following the meeting. (Please contact Patricia Haley immediately if you are having or foresee issues with completing or submitting them.)**
6. Presentations by applicant representatives and Q/A to follow each:
- a. Residential and Community-Based Services for Victims of Commercial Sexual Exploitation - CSE (1 applicant)
  - b. Violent Crimes Against Women - VAWA (1 applicant)
  - c. General Victim Assistance - Direct Services - VOCA (3 applicants)
  - d. Justice Assistance Grant Program - JAG (9 applicants)
  - e. Juvenile Justice - (1 applicant)
  - f. Truancy Prevention - (2 applicants)
7. Other business.
- a. Vote on acceptance of any absentee scores submitted with their notarized letter.
  - b. Timeline for notifying RCJAC and applicants of the prioritization/funding recommendation results.
    - i. The RCJAC will meet April 5, 2022 2:00 p.m. at the Mt. Pleasant Civic Center & via ZOOM for a Funding Recommendations Meeting to review the scoring results, discuss and determine funding recommendations to submit the ATCOG Board for approval.
    - ii. Applicants will be notified of the prioritization/funding recommendation results once the ATCOG Board has approved them.
8. Adjourn.

**ARK-TEX COUNCIL OF GOVERNMENTS (ATCOG)  
REGIONAL CRIMINAL JUSTICE ADVISORY COMMITTEE (RCJAC)  
March 17, 2022  
Mt. Pleasant Library**

**MINUTES**

The Ark-Tex Council of Governments (ATCOG) Regional Criminal Justice Advisory Committee (RCJAC) met March 17, 2022 2:00 p.m., at Mt. Pleasant Library, 213 N. Madison, Mt. Pleasant, TX and was also available in a hybrid format via ZOOM.

Darrell Bruce, Chairman, welcomed everyone on the call, thanked members for hanging on through the technical difficulties, thanked the library staff for their assistance and called the meeting to order.

Patricia Haley announced newly appointed members to the committee, thanked those who agreed to be reappointed for the new term, and performed a roll call to record those present on the teleconference. There were a total of 17 present in-person and on the teleconference (one joined during the meeting, after the roll call to make the total 18), with a quorum met.

Chairman, Darrell Bruce, opened the floor to receive nominations for 2<sup>nd</sup> Vice Chairman to serve the new 2022-2023 term. Cynthia Humphries nominated Angela Price for 2<sup>nd</sup> Vice Chairman. A motion was made by Cynthia Humphries to cease nominations and accept Angela Price as the 2<sup>nd</sup> Vice Chairman. The motion was seconded by Doug Bowers. The motion carried with none opposed. Chairman, Darrell Bruce, opened the floor to receive nominations for 1<sup>st</sup> Vice Chairman to serve the new 2022-2023 term (previous 1<sup>st</sup> Vice Chairman is no longer on the committee so the previous 2<sup>nd</sup> Vice Chairman will assume the Chairman. Chairman, Darrell Bruce, opened the floor to receive nominations for 1<sup>st</sup> Vice Chairman to serve the new 2022-2023 term. Doug Bowers nominated Bob Hundley for 1<sup>st</sup> Vice Chairman. A motion was made by Doug Bowers to cease nominations and accept Bob Hundley as the 2<sup>nd</sup> Vice Chairman. The motion was seconded by Richard Salter. The motion carried with none opposed. Upon completion of the meeting, Max Cannaday (previously 1<sup>st</sup> Vice Chairman) will assume the Chairman duties and will conduct the next meeting.

The minutes from the November 18, 2021 meeting were reviewed. A motion was made by Max Cannaday and seconded by Mark Buhman to approve the minutes. The motion carried.

Patricia Haley presented the necessary updates for the Residential and Community-Based Services for Victims of Commercial Sexual Exploitation (CSE) scoring instruments, to be incorporated into the RCJAC application scoring process. The

scoring instruments were reviewed and a motion was made by Shawn Roden and seconded by Richard Salter to approve the scoring instruments. The motion carried.

In other business/announcements, Patricia Haley noted the change of dates for the upcoming RCJAC Scoring Meeting/Presentations Meeting (was tentatively scheduled for April 5<sup>th</sup> and now scheduled for March 31, 2022 to allow more time between meetings for tabulating scores) and the RCJAC Funding Recommendations Meeting (was tentatively scheduled for April 7<sup>th</sup> and now scheduled for April 5, 2022).

A motion to adjourn was made by Doug Bowers and seconded by Trice Lawrence. The motion carried.

The meeting adjourned at 2:45 p.m.

**COMMITTEE MEMBERS PRESENT**

Trice Lawrence, Hopkins County Concerned Citizen  
Darrell Bruce, Lamar County Juvenile Probation  
Terri Giles, Bowie County Adult Probation  
Doug Bowers, City of Nash  
Max Cannaday, Mt. Vernon ISD Police Department  
Robert McGee, Queen City Chief of Police  
Bob Hundley, Lamar County Concerned Citizen  
Sherry Edwards, Red River County Juvenile Probation  
Mark Buhman, Mt. Pleasant Chief of Police  
Jack Martin, Morris County Sheriff  
Richard Salter, Paris Chief of Police  
Scott Dupree, Cass County Juvenile Probation  
Cynthia Humphries, Delta County Representative/Attorney  
Robert Newsom, Hopkins County Judge  
Angela Price, Hopkins County Sheriff's Office  
Shawn Roden, Red River County Constable  
Clint Bain, Titus County Sheriff's Office

**STAFF PRESENT**

Patricia Haley, ATCOG staff

# Office of the Governor, Criminal Justice Division

## CJAC Application Score Sheet

<b>Funding Opportunity:</b>	<b>Residential and Community-Based Services for Victims of the Commercial Sexual Exploitation (CSE)</b>	<b>Date:</b>	
<b>Applicant Agency:</b>			
<b>Project Title:</b>			
<b>Application Number:</b>			
<b>Amount Requested:</b>		<b>Total Score:</b>	
<i>If you have a conflict of interest you are exempt from scoring or commenting on the application in conflict.</i>			
<b>INSTRUCTIONS:</b> Assign up to 5 total points (with 5 being the highest/best) for project's consistency with applicable core elements. <i>Examples: If all core elements are present and clear in their project/program, the applicant should receive a score of 5. If one core element is absent or unclear, the score should be 4.</i>			
<b>COMMERCIALLY SEXUALLY EXPLOITED YOUTH (CSEY) ADVOCATES:</b>			
<b>Core elements / what to look for:</b>		<b>Max Points Allowed</b>	<b>Score</b>
1. Does the applicant demonstrate an awareness and understanding of the problem; does it cover a gap in service?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
2. Does the applicant provide full-time CSEY Advocates with experience responding to survivors in crisis 24/7?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
3. Does the applicant describe its formal partners; specifically its local care coordination advisory council? (i.e. Law Enforcement, DFPS, shelters/placements, etc)		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
4. Does the applicant have the adequate personnel, experience, capabilities (24/7 Crisis Response) and resources to accomplish its intended goal?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
5. Does the applicant successfully describe its usage of Evidence-Based Models; specifically long-term, trust-based relationships & case management for survivors up through age 21?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
		<b>TOTAL</b>	<b>0.00</b>
<i>List any missing or unclear core element(s) that caused a reduction in score (if any):          (Example: "#4", "none")</i>			
<i>By entering your name below, you are certifying that the above scores are your own.          If attending in-person, the score sheet must be signed and submitted, in-person or via email.          If attending via ZOOM, the score sheet must be signed and submitted via email.          For electronic submission to be considered valid, this electronically signed form must be submitted by the the scorer via email.</i>			
<b>Printed Name of CJAC Member</b>		<b>Signature of CJAC Member</b>	

## CJAC Application Score Sheet Continued

<b>Funding Opportunity:</b>	Residential and Community-Based Services for Victims of the Commercial Sexual Exploitation (CSE)	<b>Date:</b>	
<b>Applicant Agency:</b>			
<b>Project Title:</b>			
<b>Application Number:</b>			
Amount Recommended for Funding: (If different than requested amount)		\$	
Comments:			
<input type="checkbox"/> Check If Exempt			
Reason:			

## CJAC Application Score Sheet Continued

<b>Funding Opportunity:</b>	<b>Residential and Community-Based Services for Victims of the Commercial Sexual Exploitation (CSE)</b>	<b>Date:</b>	
<b>Applicant Agency:</b>			
<b>Project Title:</b>			
<b>Application Number:</b>			
<b>Amount Requested:</b>		<b>Total Score:</b>	
<i>If you have a conflict of interest you are exempt from scoring or commenting on the application in conflict.</i>			
<b>INSTRUCTIONS:</b> Assign up to 5 total points (with 5 being the highest/best) for project's consistency with applicable core elements. <i>Examples: If all core elements are present and clear in their project/program, the applicant should receive a score of 5. If one core element is absent or unclear, the score should be 4.</i>			
<b>DROP-IN CENTERS/NON-RESIDENTIAL ASSESSMENT CENTERS/STREET OUTREACH:</b>			
<b>Core elements / what to look for:</b>		<b>Max Points Allowed</b>	<b>Score</b>
1. Does the applicant demonstrate an awareness and understanding of the problem; does it cover a gap in service?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
2. Does the applicant provide for physical safety, basic needs, medical and mental health, case management and connecting activities for youth walk-ins and/or drop-offs?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
3. Does the applicant describe its formal partners? (i.e. Law Enforcement, DFPS, shelters/placements, etc)		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
4. Does the applicant have the adequate personnel, experience, capabilities and resources to accomplish its intended goal?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
5. Does the applicant successfully describe evidence-based site-based services for walk-ins, drop-offs, and as applicable street outreach programming?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
		<b>TOTAL</b>	<b>0.00</b>
<i>List any missing or unclear core element(s) that caused a reduction in score (if any):            (Example: "#4", "none")</i>			
<p style="text-align: center;"> <i>By entering your name below, you are certifying that the above scores are your own.              If attending in-person, the score sheet must be signed and submitted, in-person or via email.              If attending via ZOOM, the score sheet must be signed and submitted via email.              For electronic submission to be considered valid, this electronically signed form must be submitted by the the scorer via email.</i> </p>			
<b>Printed Name of CJAC Member</b>		<b>Signature of CJAC Member</b>	

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<div> <div> Amount Recommended for Funding:  (If different than requested amount) </div> <div> \$ </div> </div>			
Comments:			
<div> <div> <input type="checkbox"/> </div> <div> Check If Exempt </div> </div> <div> Reason: </div>			



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<b>Applicant Agency:</b>			
<b>Project Title:</b>			
<b>Application Number:</b>			
<b>Amount Requested:</b>		<b>Total Score:</b>	
<i>If you have a conflict of interest you are exempt from scoring or commenting on the application in conflict.</i>			
<b>INSTRUCTIONS:</b> Assign up to 5 total points (with 5 being the highest/best) for project's consistency with applicable core elements. <i>Examples: If all core elements are present and clear in their project/program, the applicant should receive a score of 5. If one core element is absent or unclear, the score should be 4.</i>			
<b>LONG-TERM RESIDENTIAL PLACEMENTS:</b>			
<b>Core elements / what to look for:</b>		<b>Max Points Allowed</b>	<b>Score</b>
1. Does the applicant demonstrate an awareness and understanding of the problem; does it cover a gap in service?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
2. Does the applicant provide trauma-responsive case management, wraparound services, and crisis services?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
3. Does the applicant describe its formal partners? (i.e. Law Enforcement, DFPS, CSEY Advocates, etc)		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
4. Does the applicant have the adequate personnel, experience, residential treatment or therapeutic foster care capabilities (long-term), and resources to accomplish its intended goal?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
5. Does the applicant successfully describe its usage of Evidence-Based and/or Promising Practice Models?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
		<b>TOTAL</b>	<b>0.00</b>
<i>List any missing or unclear core element(s) that caused a reduction in score (if any):          (Example: "#4", "none")</i>			
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<b>Amount Requested:</b>		<b>Total Score:</b>	
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<b>INSTRUCTIONS:</b> Assign up to 5 total points (with 5 being the highest/best) for project's consistency with applicable core elements. <i>Examples: If all core elements are present and clear in their project/program, the applicant should receive a score of 5. If one core element is absent or unclear, the score should be 4.</i>			
<b>EMERGENCY RESIDENTIAL SERVICES:</b>			
<b>Core elements / what to look for:</b>		<b>Max Points Allowed</b>	<b>Score</b>
1. Does the applicant demonstrate an awareness and understanding of the problem; does it cover a gap in service?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
2. Does the shelter provide basic needs, safety planning, case management, empowering activities; specifically strategies to promote victim's safety?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
3. Does the applicant describe its formal partners? (i.e. Law Enforcement, DFPS, CSEY Advocates, etc)		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
4. Does the applicant have the adequate personnel, experience, capabilities (24/7 Emergency Shelter), and resources to accomplish its intended goal?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
5. Does the applicant provide evidence-based clinical and behavioral services?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
		<b>TOTAL</b>	<b>0.00</b>
<i>List any missing or unclear core element(s) that caused a reduction in score (if any):          (Example: "#4", "none")</i>			
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<b>INSTRUCTIONS:</b> Assign up to 5 total points (with 5 being the highest/best) for project's consistency with applicable core elements. <i>Examples: If all core elements are present and clear in their project/program, the applicant should receive a score of 5. If one core element is absent or unclear, the score should be 4.</i>			
<b>SPECIALIZED TRAUMA-RESPONSIVE BEHAVIORAL HEALTH COMMUNITY SERVICES:</b>			
<b>Core elements / what to look for:</b>		<b>Max Points Allowed</b>	<b>Score</b>
1. Does the applicant demonstrate an awareness and understanding of the problem; does it cover a gap in service?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
2. Does the applicant have experience providing identical or similar services for victims of trafficking, sexual assault, or exploitation?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
3. Does the applicant have certification in and experience providing counseling and/or other therapeutic services with individuals experiencing symptoms of Complex-Post Traumatic Stress Disorder (C-PTSD) and similar conditions?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
4. Does the applicant demonstrate ability to provide services that are responsive to survivors' needs such as crisis support, flexible hours, or off-site service delivery?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
5. Does the applicant successfully describe its usage of Evidence-Based and/or Promising Practice Models?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
		<b>TOTAL</b>	<b>0.00</b>
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<b>INNOVATIVE SERVICES:</b>			
<b>Core elements / what to look for:</b>		<b>Max Points Allowed</b>	<b>Score</b>
1. Does the applicant demonstrate an awareness and understanding of the problem; does it cover a gap in service?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
2. Does the applicant demonstrate experience providing identical or similar services for adult or youth victims of trafficking, sexual assault, or exploitation in the same or nearby county in which innovative services are proposed OR have endorsement by local trafficking coalition, task force, or care coordination team that includes law enforcement, for the innovative service proposed?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
3. Does the applicant designate the organization(s) and program(s) that will benefit directly from this innovative service?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
4. Does the applicant identify the target population that will benefit and the survivor outcomes that will be different as a result of this innovation?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
5. Does the applicant identify research that supports the effectiveness of the service for victims of commercial sexual exploitation?		1.00	
		<b>Max Points Allowed</b>	<b>Score</b>
		<b>TOTAL</b>	<b>0.00</b>
<i>List any missing or unclear core element(s) that caused a reduction in score (if any):            (Example: "#4", "none")</i>			
<i>By entering your name below, you are certifying that the above scores are your own.            If attending in-person, the score sheet must be signed and submitted, in-person or via email.            If attending via ZOOM, the score sheet must be signed and submitted via email.            For electronic submission to be considered valid, this electronically signed form must be submitted by the the scorer via email.</i>			
<b>Printed Name of CJAC Member</b>		<b>Signature of CJAC Member</b>	

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Comments:			
<div> <div> <input type="checkbox"/> </div> <div> Check If Exempt </div> </div> <div> Reason: </div>			



## Instructions for Electronically Completing and Submitting Score Sheets

Each score sheet is an Excel document.

### To **COMPLETE** the score sheet:

- 1) Open each score sheet file. *You might find it easier to only open one score sheet at a time as each applicant makes their presentation.*
- 2) Toward the top of the page, CLICK "Enable Content" next to the SECURITY WARNING.
- 3) Enter scores in each bright yellow cell. The total will update automatically as you enter each score.
- 4) Type your name in the "Printed Name of CJAC Member" area toward the bottom of the score sheet.
- 5) Read the signature certification statement highlighted in red.
- 6) To sign the score sheet, type your name in the "Signature of CJAC Member" area (it is set to type in a signature type font). By typing your name in the "Signature of CJAC Member" area, you are certifying that the scores are your own.

### To **SAVE** the completed score sheet:

- 1) In your Documents on your computer, create a New Folder to store all of the score sheets for easy access. Name the folder whatever you'd like.

**Folder Name Example: 03-31-22 Score Sheets – P.Haley**

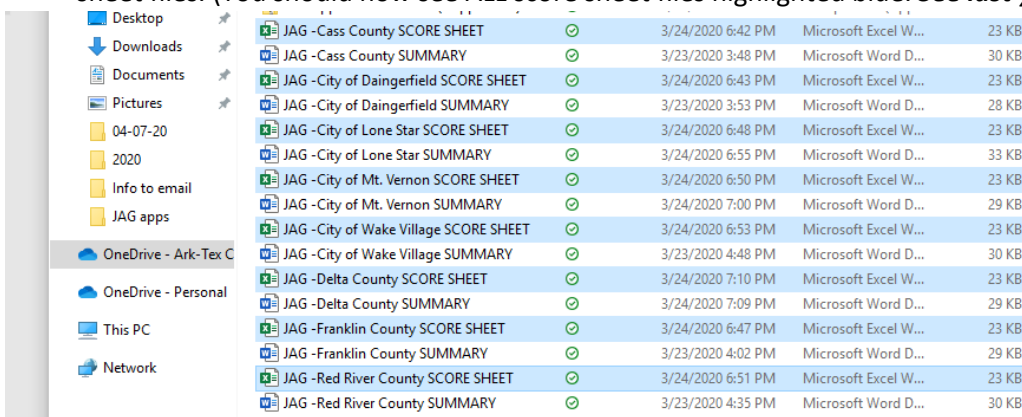
- 2) After completing the score sheet, Click "File" in top left.
- 3) Click "Save As"
- 4) Find and select the folder you previously created.
- 5) Enter the same file name as originally sent and then add YOUR name at the end.

**File Name Example: JAG-Cass County SCORE SHEET – P.Haley**

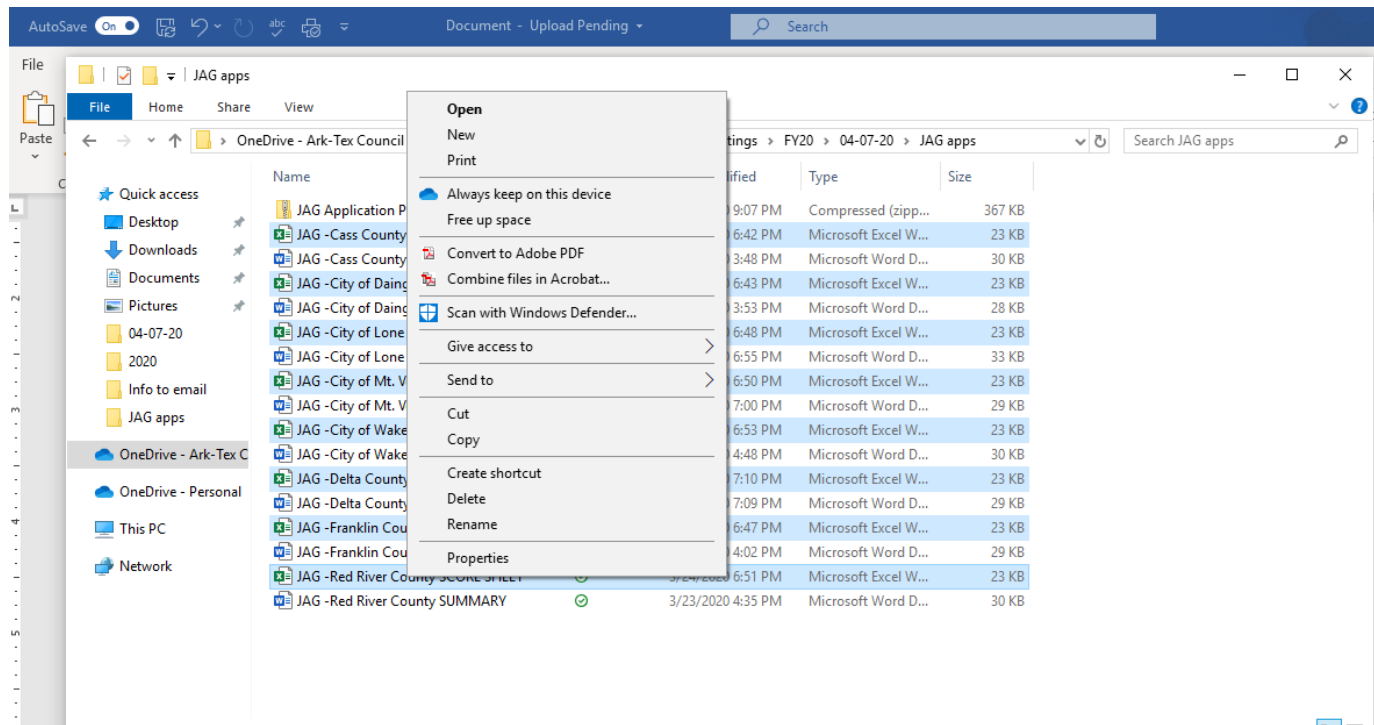
- 6) Click "Save"
- 7) Repeat these steps for each score sheet.

**To place all saved score sheets in a **COMPRESSED ZIP FOLDER**:** (*this reduces the size of the files and should minimize the possibility of having issues emailing all of the score sheets at once, since some email systems limit the size sent through email*)

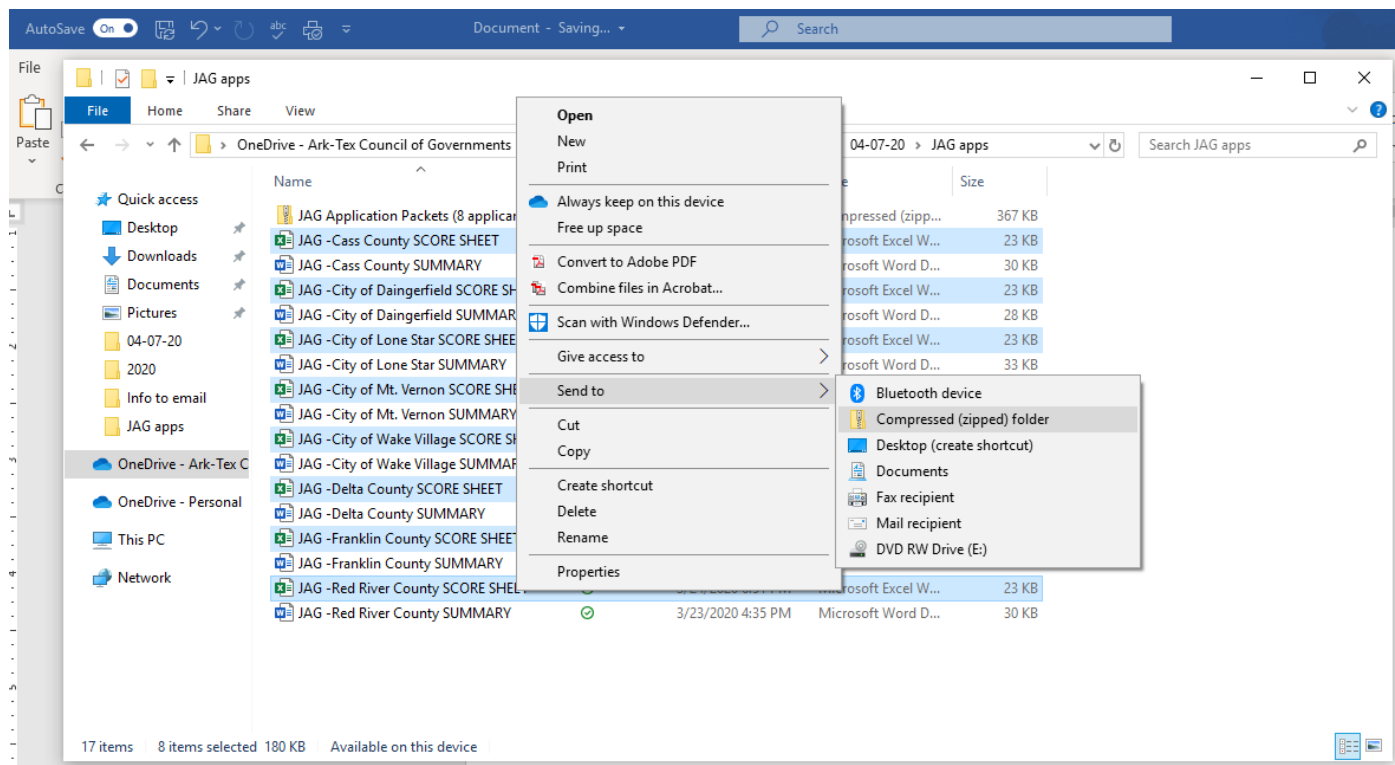
- 1) In your Documents on your computer, go to the folder you previously created, which now has all of the SAVED score sheet files in it.
- 2) Click on the first score sheet file in that list. (You should now see that file highlighted blue.)
- 3) While the file is highlighted blue, hold down the "Ctrl" key continuously while clicking on ALL of the remaining score sheet files. (You should now see ALL score sheet files highlighted blue. *See last year's example below.*)



4) While hovering over any of the blue highlighted files, RIGHT CLICK and you'll see a list appear. (*See last year's example below.*)



5) Hover over "Send to" and you'll see another list appear to the right. (*See last year's example below*)



(Continued on next page)

- 6) Click “Compressed (zipped) folder” and then you will see a new folder appear.
- 7) Name the zip folder. Example: 03-31-22 Score Sheets – P.Haley**
- 8) After naming the zip folder, open the folder to make sure all saved/completed score sheets are there.

**To SEND the compressed zip folder by email:**

- 1) Using whatever email you have available, begin a new message To **phaley@atcog**.
- 2) The “subject” can be whatever you choose. **Example: RCJAC Scores**
- 3) Attach the compressed zip folder that you created/saved by clicking on the “Attach” button or paperclip icon.
- 4) When prompted, find the compressed zip folder in your computer documents, select the zip folder, and then click “Open”.
- 5) You should now see the zip folder appear as an attachment in the email.
- 6) Click “Send” to send the email.

**If you have any issues with this process, call me 903-244-6884!**