European Crime Prevention

Rules and procedures for awarding and presenting

May 2018

The National Representatives to the European Crime Prevention Network of the European Union,

Preamble

In view of the increasing attention of the Member States of the European Union for participating in the European Crime Prevention Award (ECPA);

In view of the rules and procedures for awarding and presenting the ECPA as approved by the Member States participating in the ECPA to date;

In view of the basic principle that awarding the ECPA may contribute to the creation, dissemination and stimulation of good practices to prevent and/or reduce crime in the Member States of the European Union;

In view of the Council Decision of 30 November 2009 setting up a European Crime Prevention Network (EUCPN) and repealing Decision 2001/427/JHA, in particular Article 4;

In view that the ECPA should become an integral part of the European Crime Prevention Network;

In view of the Final report of the Evaluation of the European Crime Prevention Network of

March 2009; In view of the Board Decision of June 2018;

Par. 1

Establishment of the European Crime Prevention Award (ECPA)

In the EUCPN a European Crime Prevention Award is established in which all Member States of the EUCPN may participate by submitting projects that comply with the substantive and procedural criteria specified in Paragraph 2 and 3 of these rules.

1. The ECPA is presented annually to the project which, according to the Jury, makes the greatest contribution to the prevention of crime on the basis of that criterion.

Par. 2

Substantive criteria for participating in the European Crime Prevention Award

2. The theme is selected by the organising Member State in compliance with the Multiannual Strategy adopted by the National Representatives of the EUCPN.

3. A project submitted by a Member State for participation in the ECPA should comply with the following minimum criteria. The Jury will assess projects on the basis of these criteria:

- The project shall focus on prevention and/or reduction of crime and fear of crime within the theme.
- The project shall have been evaluated and have achieved most or all of its objectives. Evidence of impact in reducing crime or increasing safety shall rate over evidence of other kinds of outcome.
- The project shall, as far as possible, be innovative, involving new methods of new approaches.
- The project shall be based on co-operation between partners, where possible.
- The project shall be capable of replication by organisations and groups in other Member States. Therefore, submissions should include information on the financial costs of the project, the source of funding, the implementation process and relevant source material.

Par. 3

Procedural criteria for submitting projects

4. The Presidency shall call for projects by 1 August of the year concerned at the latest.

5. Project must be submitted to the EUCPN Secretariat until the deadline set in the call for projects.

6. Each participating Member State may submit only one project to the ECPA. Additional projects can be submitted but are not eligible for the competition.

7. The National Representatives or the Substitutes must submit the project in English. The National Representatives is responsible for the accuracy of the information on the submitted project.

8. Projects must be submitted in the attached format (Annex I).

9. The projects shall be submitted by the Secretariat to the members of the Jury no later than two week before the Jury meeting. The Jury needs at least one week to prepare for the meeting of the Jury. The meeting shall take place at least two weeks before the Best Practice Conference.

Par. 4

Composition and organisation of the Jury

10. The Jury is composed of Representatives of the Members States and experts who have professional knowledge in the theme selected by the organising country.

11. The Member States can each make suggestions to the Secretariat about which experts could be invited. Minimum two and maximum three experts will be invited by the EUCPN Secretariat. The costs of travel and accommodation will be covered by the EUCPN Secretariat.

12. The judging process should be organised by the EU Presidency and shall take place in the organising Member State.

13. The Representatives of the Member States (no more than two per Member State) are/represent the National Representatives of the current EU Presidency, the former EU Presidency and the two incoming Presidencies. If one of these Member States could not be represented, the next incoming EU Presidency will be invited, thus 4 Member States are always represented.

Par. 5

Evaluation of the projects

14. The Jury shall have discretion to exclude those projects which do not comply with all the procedural and substantive criteria from consideration by the Jury.

15. Each Member State and expert fills in questions 1 – 6 of the evaluation form (Annex II) and sends it to the EUCPN Secretariat by the deadline set by the Secretariat. Questions 7- 10 will be discussed and evaluated during the Jury meeting and the scores are added to the evaluation form of the project.

16. The Jury meeting is moderated by the EUCPN Secretariat, excluding the staff member who evaluates the projects using QUALIPREV.

17. The projects are discussed following the EU Presidency rotation list.

18. During the Jury meeting each Member State and expert has one vote. To ensure impartiality, Jury members will be excluded from the discussion and voting process of their own Member States' project. Average scores (i.e., total score divided by the number of voting members) instead of the sum of scores, will be calculated to ensure that those projects do not lose a vote.

19. The average score given to the projects by the Member States will be calculated by the EUCPN Secretariat. This average counts for 50% of the total score.

20. The average score given to the projects by the experts will be calculated by the EUCPN Secretariat. This average counts for 25% of the total score.

21. A staff member of the EUCPN Secretariat, who is responsible for writing the toolbox on the chosen theme, evaluates all projects using the evaluation method 'QUALIPREV'. This counts for 25% of the score.

22. The points of the experts, QUALIPREV and the Member States are added together to define the winning and two runner-up projects.

23. In case of a tied vote, the organising Member State shall have the deciding vote.

24. The EUCPN Secretariat will provide a written report containing the grounds for the decision of the Jury on the winner and the two short-listed projects. This report will also provide feedback to all selected participating projects, containing the strengths and weaknesses of their project and suggestions for improvement, if appropriate.

25. Details of the winning project and all other entries will be posted on the EUCPN website immediately after the Best Practice Conference.

Par. 5

Organisation of the ECPA

26. The organisation of the ECPA is carried out by the EU Presidency, supported by the EUCPN Secretariat.

27. The ECPA is presented in combination with the Best Practice Conference to be organised annually by the EU Presidency according to these Rules of Procedure, and Terms of Reference.

28. The organising Member State may invite local practitioners and policy makers to attend the Best Practice Conference. The organising Member State may decide on the number of external participants and the cost of the entry fee.

29. Members of the Board and presenters of the projects do not have to pay an entry fee.

30. The EUCPN Secretariat could collect the entry fees, when the organising Member State cannot facilitate this.

Par. 6

Prices and the presentation of the award

31. The Winning project will receive a certificate, a trophy and a price of EUR 10.000. The two honourable mentions will receive a certificate and price of EUR 5.000.

Par. 7

Financing

32. The organising Member State shall finance the trophy and the price money.

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EUCPN Secretariat

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