

Request for Proposals

Project Overview

ACJS is soliciting proposals to develop a directory of degree programs in criminology, criminal justice, and other justice-related disciplines throughout the United States and its territories. It is expected that the project will be run through a college/university or nonprofit research organization.

The national office has received a number of queries for such a directory, but none currently exists. ACJS envisions the development and maintenance of a national degree directory as one step on a path toward improving its institutional membership offerings and serving the membership with resources and information that can be used to support and strengthen criminal justice, criminology, and justice-related education both domestically and abroad.

About ACJS

The Academy of Criminal Justice Sciences (ACJS) is an international association established in 1963 to foster professional and scholarly activities in the field of criminal justice. ACJS promotes criminal justice education, research, and policy analysis within the discipline of criminal justice for both educators and practitioners.

Providing a forum for disseminating ideas related to issues in research, policy, education, and practice within the field, ACJS attributes its success in creating this dynamic professional association to the composition of its membership. As change expands the existing boundaries of the criminal justice field, ACJS is comprised of members from a variety of diversified backgrounds including:

- * Scholars who are international in scope and multidisciplinary in orientation,
- * Professionals from all sectors of the criminal justice system, and
- * Students seeking to explore the criminal justice field as future scholars or practitioners

Through the vital interchange of ideas among these groups, ACJS members develop and share knowledge about critical issues regarding crime and criminal and social justice.

Project Goals and Scope of Services

ACJS seeks to develop a directory of degree programs¹ in criminology, criminal justice, and other justice-related disciplines. The directory must:

- * include degree programs at the associate, bachelor's, master's, and doctoral levels.
- * organize degree programs by state and territory.
- * identify and name the degree program(s) at each institution.
- * include online programs and their names, if applicable.

¹ For purposes of this RFP, "program" refers to a degree program in which a graduate obtains a degree (AA, BA, MS, etc.) with a clear major/concentration in criminal justice, criminology, or a related discipline. The directory should not include, for example, programs in psychology with minor concentrations in criminal justice.

* contain full contact information for each program, with the title of the individual best positioned to field inquiries about the program (e.g., dean, director, chair, program head, etc.) and that person's name.

ACJS understands that there are far more degree programs at the undergraduate level than at the graduate level. As such, most of the effort in developing a directory will be concentrated at the undergraduate (associate and bachelor's levels). Websites such as criminaljusticeprograms.com provide a springboard for locating and identifying degree programs at various levels. Indeed, there are several "directories" online, but they are either incomplete, lack contact information, fail to name the degree programs, or are dominated by sponsored advertisements from for-profit and online programs. The Association of Doctoral Programs in Criminology and Criminal Justice is a useful resource for Ph.D. programs.

The development and eventual maintenance of a comprehensive directory is complicated by personnel turnover. To address this problem, it is critical that the directory contain not just names but also *titles* of those most in a position to field inquiries from members or others interested in contacting them.

While the meaning of "criminal justice" and "criminology" is fairly clear, it is much more difficult to define "justice-related programs." It is expected that this latter catchall category will include but not be limited to justice studies, law and justice, law and society, forensic sciences, cybercrime/cybersecurity, homeland security, and police studies.

Directory Format

The directory must be submitted in the form of an Excel file with rows denoting programs and columns denoting contact information as follows:

- * Contact Name (current director, chair, etc.)
- * Title (director, chair, etc.)
- * Program (one column only because rows denote programs)
- * Institution (name of college/university)
- * Address (most likely in multiple columns for office location, street address, city, state, etc.)

Selection Criteria

ACJS plans to develop a directory as a service to its membership. Accordingly, preference will be given to proposals submitted by members, whether individual or institutional. Preference will also be given to proposals that involve qualified graduate/doctoral level student researchers. Finally, ACJS requires that proposals be submitted by or in affiliation with institutions of higher education or nonprofit research organizations. Other criteria for selection will include:

- * the individual and/or organization's history of completing funded research projects.
- * the individual and/or organization's demonstrated research capacity.

Budget

ACJS anticipates that one award of up to \$50,000 will be made. *There is no allowance for indirect costs.*

Proposal Submission and Selection Process

Proposals must be submitted to the ACJS Executive Director (email to acjsexecutivedirector@acjs.org) by December 31, 2019. An ad hoc committee will evaluate the proposals and make a recommendation to the ACJS Executive Board to vote on during its board meeting during the annual meeting in San Antonio (March 24-28, 2020).

Project Timeline

ACJS expects an award will be made by June 30, 2020, in time for the start of the 2020/2021 academic year. The complete directory must be delivered to the ACJS Executive Director (acjsexecutivedirector@acjs.org) by June 30, 2021.

Data Ownership

ACJS shall have exclusive ownership rights to the directory data, as well as to the content of analyses and reports produced from or related to the data. Use of the data by any entity other than ACJS will require approval.

Application Format and Contents

Applications must be submitted in a single .pdf file to the ACJS Executive Director (acjsexecutivedirector@acjs.org) and contain:

- * a cover letter explaining the applicant's interest in and qualification(s) to engage in the project.
- * a detailed budget.
- * a detailed timeline outlining project milestones.
- * a detailed description of proposed methods for obtaining directory information.
- * full identifying and contact information for all project personnel.
- * CVs/resumes for all project personnel.
- * a letter of support from the host institution/organization.