<u>**VCST 6338-Coordinating Victim Services**</u>

A portion of the CAPSTONE course as it relates to ACE

ASSESSMENT OF ORGANIZATIONAL SERVICES OVERVIEW:

1. Use the header, "ASSESSMENT OF ORGANIZATIONAL SERVICES OVERVIEW"
2. In this section, include all your organizations information (please refer to all specific areas to be covered in your CAPSTONE requirement list); you must synthesize your writings in this section, as opposed to just providing blanket answers to the questions
3. In this section, include your assessment diagram that you created during your experience of gathering information with agencies with written explanation in your paper, please reference this diagram (use APA requirements for referring to a diagram in written work)
4. Also, in this section, reference at least two articles that I provided on Electronic Reserve List that you have used throughout the course. There are a few extra articles, you may use them also.
5. Summarize the contents of this section
6. Introduce the reader to the next section of the paper

DISCUSSION AND CONCLUSION

7. Use the header, "Discussion and Conclusion".
8. Include a discussion and conclusion that encompasses a summary of your overall experience, understanding, thoughts, opinions, and suggestions how agencies could better coordinate services to assist victims or how successful organizations do collaborate effectively to assist victims. Make it impactful!

<u>**VCST 3351-Victim Service Delivery**</u>

A portion of the CAPSTONE course as it relates to ACE

1.) Must create a project for the community agency or organization that will assist victims directly or indirectly. **<u>The project must be submitted to professor for approval by September 18th, 2019, via the Journal link located to the left of the Blackboard home page. You may send the name of your community agency and project simultaneously.</u>** (HINT: September 19th gives you time to contact the community agency and discuss with the representative your intentions to assist them, *if they will permit you to assist*. With that, you may want to follow the dialogue below when communicating initially with the community agency or *perhaps not*, it's only a suggestion:

*Hello, my name is Mary Breaux. I am enrolled in a Victim Service Delivery course at Sam Houston State University. In this course, I have been tasked with selecting a community agency that provide services to victims. I am required to create a project that will assist victims directly or indirectly. I am particularly interested in working with your agency because of my interest in victims of elder abuse. I noticed on your website that you have food pantries for individuals who may have been victims of elder abuse and neglect. I would like to create a resource book for your agency whereby your agency has easy access to other food donations sites outside of your county. This resource book could also be given to caseworkers when they utilize your agency as a client resource. I can send the final version of the resource book to you via e-mail or I can print **a** copy and you can share it with your organization. I am glad that you are receptive to this type of community project. Are you the contact person if I have additional questions? Thank you for your time and I look forward to working with you.* (It may not be that easy to contact an agency and get approval in one phone call; but that gives you an idea on how to initiate the community project). With that, my expectations are that all communication and projects elicit professionalism throughout the duration of working with the community and community agencies, as you are representing SHSU and the Criminal Justice and Criminology Department.

2.) You will be expected to write an 8-page reflection research paper that synthesis your overall experience as an ACE student, your project, and information gathered about the agency. **(see Research Paper (due 11/20) Instructions on Blackboard home page)**

3.) Will be expected to complete at least 9 hours towards the project, as this is the ACE requirement-**(due date 11/20) (9 hours include phone calls, agency research, and ACE community project-this will be reflected in your discussion assignments and research paper, so there is no need to keep a log of your hours)**

4.) Will be expected to provide feedback and progress of your ACE experience to the professor in the scheduled online discussion assignments (**see Discussion Instructions and Rubrics located on Blackboard Home page)**. I will provide feedback based on your responses via Blackboard

5.) Should know that at the end of the semester your project may be show cased in the Criminal Justice department via newsletter, webpage, department alone, or throughout the campus ***with your approval***. *Again, professional, scholarly, and timely work is key to being successful in this course.*