

**Rubrics used by the Ohio Environmental Education Fund  
to evaluate completed grant projects for the  
adult/general public audience**

**Holistic Instrument for Seminar, Class or Workshop**

**Level Five**

**I. Planning**

●The actual participants or their peers were **significantly** involved in the planning of the project content and logistics, such as agenda design, the topic selection, follow-up strategies, and timing/schedules.

**II. Project Design**

●The topics and techniques used **build upon** existing resources but included **innovative** methods or materials that will **reach a broad audience**.

●For **most topics**, the project **goes beyond the transfer of information** to build comprehensive awareness, knowledge and skills to make informed decisions and to **act to solve environmental problems**.

●The project is **very** cost effective and involves **extensive** collaboration among **several** organizations.

●Factual accuracy and a balance of viewpoints **are** maintained.

●The project includes a **strong, multifaceted** follow-up component to reinforce project objectives.

**III. Participant Experiences**

●Participants are actively engaged for **at least half** of the program.

●The program includes at least **two** experiences which go beyond traditional lecture and audiovisuals, such as case studies, simulations, small group discussions and field experiences.

- Participants have **several** opportunities to choose from among a variety of sessions or assignments to best address their particular needs, issues and/or questions.

- Materials **and** program/sessions are divided into logical segments and **are used to reinforce and review information.**

#### **IV. Evaluation and Results**

- A comprehensive **external evaluation process** was a part of the project.

- The evaluation results characterize the program as **strong and successful.**

- The program **has had documented statewide impact** or has **documented results that may support the value of statewide replication.**

### **Level Four – Seminar, Class or Workshop**

#### **I. Planning**

- The actual participants or their peers were **somewhat** involved in the planning of the project content and format including design, topic selection, and dissemination strategies.

#### **II. Project Design**

- The topics and techniques used **build upon** existing resources but include **at least one innovative** method or material that will **reach a broad audience.**

- For a few topics**, the project **goes beyond the transfer of information** to build comprehensive awareness, knowledge and skills to make informed decisions and to **act to solve environmental problems.**

- The project is **somewhat** cost effective and involves collaboration among **several** organizations.

- Factual accuracy and a balance of viewpoints **are** maintained.

- The project includes a **strong** follow-up component to reinforce project objectives.

#### **III. Participant Experiences**

- Participants are actively engaged for **at least 25%** of the program.

- The program includes **at least one** experience which goes beyond traditional lecture and audiovisuals, such as case studies, simulations, small group discussions and field experiences.
- Participants have **several** opportunities to choose from among a variety of sessions or assignments to best address their particular needs, issues and/or questions.
- Materials **and/or** sessions are divided into logical segments and **are used to reinforce and review information**.

#### **IV. Evaluation and Results**

- A comprehensive **external evaluation process** was a part of the project.
- The evaluation results characterize the program as **successful**.
- The program **has had documented regional impact** or has **documented results that may support the value of statewide replication**.

### **Level Three – Seminar, Class or Workshop**

#### **I. Planning**

- The actual participants or their peers were **minimally** involved in the planning of the project content and logistics, such as agenda design, the topic selection, follow-up strategies, and timing /schedules.

#### **II. Project Design**

- The topics and techniques used **build upon** existing resources that can **reach a broad audience**.
- For **at least one topic**, the project **goes beyond the transfer of information** to build comprehensive awareness, knowledge and skills to make informed decisions.
- The project is **somewhat** cost effective and involves collaboration between **at least two** groups.
- Factual accuracy and a balance of viewpoints **are** maintained.
- The project includes **some** follow-up component.

#### **III. Participant Experiences**

- Participants are actively engaged for **at least some portion** of the program.
- The program includes at least **one** experience which goes beyond traditional lecture and audiovisuals.
- Participants have **at least one** opportunity to choose from among a variety of sessions or assignments.
- Materials **and/or** sessions are divided into **somewhat** logical segments.

#### **IV. Evaluation and Results**

- **An evaluation** of the project was conducted.
- The evaluation results are **mixed or inconclusive**.
- The project has documented **regional or local impact**.

### **Level Two – Seminar, Class or Workshop**

#### **I. Planning**

- The actual participants or their peers were **not** involved in the planning of the project.

#### **II. Project Design**

- The topics and techniques **use only** existing resources that can **reach a broad audience**.
- The project includes **only the transfer of information**.
- The project is **not very cost effective** and is conducted by **only one** organization or agency.
- Factual accuracy and a balance of viewpoints **are usually** maintained.
- The project includes a **minimal** follow-up component.

#### **III. Participant Experiences**

- Participants **are not** actively engaged at all during the program.

- The program includes **no** experience which goes beyond traditional lecture and audiovisuals.
- Participants have **at least one** opportunity to choose from among a variety of sessions or assignments.
- Materials and/or sessions **are** divided into segments.

#### **IV. Evaluation and Results**

- **Little** evaluation of the project is evident.
- **Little or poor** evaluation results are available.
- **Some impact** is documented.

### **Level One – Seminar, Class or Workshop**

#### **I. Planning**

- The actual participants or their peers were **not** involved in the planning of the project.

#### **II. Project Design**

- The topics and techniques **use only** existing resources that may or may not **reach a broad audience**.
- The project includes **only the transfer of information**.
- The project is **not** cost effective and is conducted by **only one** organization or agency.
- Factual accuracy and a balance of viewpoints **are not** maintained.
- The project includes **no** follow-up component.

#### **III. Participant Experiences**

- Participants are **not** actively engaged at all during the program.
- The program includes **no** experience which goes beyond traditional lecture and audiovisuals.

- Participants have **no** opportunity to choose from among a variety of sessions or assignments.

- Materials and/or sessions **are not** divided into logical segments.

#### **IV. Evaluation and Results**

- **No** evaluation of the project is evident.

- **No** evaluation results are available.

- **No impact** is documented.

For more information on these rubrics, contact:



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