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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