2022 Conference: Proposal Evaluation Rubric

All proposals submitted to OPPI/OALA are subjected to a rigorous jurying process. The first step of this process is a peer review of each proposal by three separate Planning Knowledge Exchange (PKE) Committee members. This following rubric is used as a guide by the PKE Committee as they jury each proposal. Upon completion of the peer review process, the average score of each proposal is calculated before being considered further.

As a result of member feedback, OPPI/OALA-led task forces and wider societal conversations, OPPI/OALA has identified three major priorities in the delivery of new learning materials for its members:

- *Anti-Black racism, systemic discrimination, equity, diversity & inclusion, representation, and support of women in planning*
- *Indigenous history, cultures and perspectives, traditional territory, unceded land, treaties, Indigenous sovereignty, and inherent land rights*
- *Climate change, climate science, mitigation, and adaptation*

Proposals that indicate their plans to address one or more of these priorities will be given greater consideration than those that do not.

Categories	Level 1	Level 2	Level 3	Level 4	Total
Consistency with information and format requirements **10%**	The applicant's proposal has limited consistency with information and	The applicant's proposal has some consistency with information and	The applicant's proposal has considerable consistency with information and	The applicant's proposal has a high degree of consistency with information and	/10

	format requirements **(2.5/10)**	format requirements (**5/10**)	format requirements (**7.5/10**)	format requirements (**10/10**)	
Ability to provide a meaningful Continuous Professional Learning Opportunity, addressing selected educational priorities and/or essential questions **60%**	The applicant has demonstrated little or no commitment to providing a meaningful CPL/CE opportunity that responds to the Institute's educational priorities and/or essential questions **(15/60)**	The applicant has demonstrated some commitment to providing a meaningful CPL/CE opportunity that responds to the Institute's educational priorities and/or essential questions **(30/60)**	The applicant has demonstrated a considerable commitment to providing a meaningful CPL/CE opportunity that responds to the Institute's educational priorities and/or essential questions **(45/60)**	The applicant has demonstrated a thorough commitment to providing a meaningful CPL/CE opportunity that responds to the Institute's educational priorities and/or essential questions **(60/60)**	/60
The proposed presenter(s) demonstrated an ability to engage and challenge participants through their proposed methods of delivery **30%**	Proposed methods of delivery and use of technology demonstrate little or no potential to engage and challenge participants **(7.5/30)**	Proposed methods of delivery and use of technology demonstrate some potential to engage and challenge participants **(15/30)**	Proposed methods of delivery and use of technology demonstrate considerable potential to engage and challenge participants **(22.5/30)**	Proposed methods of delivery and use of technology demonstrate a high degree of potential to engage and challenge participants **(30/30)**	/30

Self-assessment questions to be included in the Call for Presentations:
- Which essential question(s) does your session respond to?
- How does this session address one or more of OPPI/OALA's educational priorities?
- Please indicate your level of confidence (1 being lowest, 4 being highest) with public speaking.
    - I am confident in by ability to engage audiences for a sustained period of time. (1 2 3 4)
    - I am confident in my ability to effectively transfer knowledge to participants during a public speaking engagement. (1 2 3 4)
    - Overall, I am confident in my abilities as a public speaker. (1 2 3 4)
- Can you please provide some examples of previous public speaking experience?