PPR Annual Progress Report Narrative Review Tool Rubric

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **QUALITY INDICATOR** | **EXEMPLARY**  **Smiley face clapping** | **ACCEPTABLE**  **Smiley face** | **NEEDS IMPROVEMENT**  **Frowning face** | **MISSING**  **Sad face crying tears** |
| A description that provides introduction/background information for each activity/activities. | Provides a clear and thorough introduction and background information for each activity/activities. | Provides introduction and background information that only somewhat describes the activity/activities. | Provides an introduction and background information that marginally describes the activity/activities. | Introduction and background not provided. |

**Introduce and Provide background for each activity (as applicable)**

**Implementation of Activities for the objective**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **QUALITY INDICATOR** | **EXEMPLARY**  **Happy face icon clapping** | **ACCEPTABLE**  **Smiling face icon** | **NEEDS IMPROVEMENT**  **Sad face icon** | **MISSING**  **Sad face crying icon** |
| A description of the activities implemented, including how the identified activity was used and implemented. | The information is clear, thorough, specific, cohesive, comprehensive; detailed; clearly articulated information and correlates to objective(s) and goal(s). | The information is reasonably comprehensive and includes sufficient detail of how it correlates to goal/objective. | The information is non-specific and lacks focus and detail about how it correlates to goal/objective. | Information not provided. |

**Challenges and Unexpected benefits**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **QUALITY INDICATOR** | **EXEMPLARY**  **Happy face icon clapping** | **ACCEPTABLE**  **Smiling face icon** | **NEEDS IMPROVEMENT**  **Sad face icon** | **MISSING**  **Sad face crying icon** |
| A description of the challenges and unexpected benefits associated with activities. | The information is clear, thorough, specific, comprehensive; detailed and clearly correlates to the objective(s) and goal(s). | The information clearly details challenges and unexpected benefits associated with the activity. | The information is general and lacks detail about how it correlates to the activity and goal/objective. | Information not provided. |

**Performance Measures/Outputs**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **QUALITY INDICATOR** | **EXEMPLARY**  **Happy face icon clapping** | **ACCEPTABLE**  **Smiling face icon** | **NEEDS IMPROVEMENT**  **Sad face icon** | **MISSING**  **Sad face crying icon** |
| Performance measures (numbers) are supported by the narrative description. | Performance measures (numbers) are clearly and thoroughly supported by the narrative description. | Performance measures (numbers) are only sufficiently supported by the narrative description. | Performance measures (numbers) are marginally supported by the narrative description. | Performance measures (numbers) are not explained in the narrative description. |

**Evaluation/Outcomes**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **QUALITY INDICATOR** | **EXEMPLARY**  **Happy face icon clapping** | **ACCEPTABLE**  **Smiling face icon** | **NEEDS IMPROVEMENT**  **Sad face icon** | **MISSING**  **Sad face crying icon** |
| A summary of evaluation activities for the objective; data collected during the year, data sources and data collection methods that offer an understanding of how outcomes were achieved. | Evaluation efforts are clearly and thoroughly described providing a full understanding of outcomes achieved; clearly described how evaluation results influenced changes to the State plan (if applicable). | Evaluation efforts are sufficiently described; provides a general idea of outcomes achieved; sufficiently described how results guided changes to the State plan (if applicable). | Evaluation efforts are minimally described making it difficult to get a sense of outcomes achieved; limited information on how results guided changes to the State plan (if applicable). | Information on evaluation efforts is not provided. |

**Project or Initiative Success Stories (if applicable)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **QUALITY INDICATOR** | **EXEMPLARY**  **Happy face icon clapping** | **ACCEPTABLE**  **Smiling face icon** | **NEEDS IMPROVEMENT**  **Sad face icon** | **MISSING**  **Sad face crying icon** |
| Stories of culturally diverse people with developmental disabilities whose lives are better because of Council work. | Stories are clearly and thoroughly described giving evidence of the impact of Council work. | Stories are sufficiently described giving some evidence of the impact of Council work. | Stories are marginally described giving little evidence of the impact of Council work. | Stories are not included. |

**Project or Initiative Success Stories (if applicable)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **QUALITY INDICATOR** | **EXEMPLARY**  **Happy face icon clapping** | **ACCEPTABLE**  **Smiling face icon** | **NEEDS IMPROVEMENT**  **Sad face icon** | **MISSING**  **Sad face crying icon** |
| Stories of policy or legislative changes that happened because of Council work likely to positively impact the lives of people with developmental disabilities or that will prevent a potential negative public policy impact. | Stories are clearly and thoroughly described giving evidence of the impact of Council work. | Stories are sufficiently described giving some evidence of the impact of Council work. | Stories are marginally described giving little evidence of the impact of Council work. | Stories are not provided. |