

We are asking all who work or study in the field of evaluation to consider submitting a proposal sharing your work in evaluation practice or theory at the annual Spring Exchange of the Ohio Program Evaluators' Group (OPEG). The submission deadline is 5:00p Friday, January 29, 2016.

The OPEG Spring Exchange provides professional development and networking opportunities for Ohio evaluators and those interested in evaluation in a number of ways:

- 1) presentation(s) by state or national experts that are tied to the conference theme;
- 2) presentations by Ohio evaluators focusing on the conference theme as well as issues related to evaluation practice;
- 3) lunch and breakfast on premises providing you with time to catch up with colleagues and make new connections; and
- 4) the annual business meeting to update you on OPEG activities past, current, and future.

This year's theme is ***Challenges in Evaluation***. The focus is on the issues and solutions as it related to the theory and practice of evaluation.

For complete submission information, click here to download the pdf.

Submission Requirements

When submitting your proposal, please choose from one of the following options:

1. **Full session presentation:** This is a longer session of approximately 45-60 minutes that is focused on a single topic. Examples of such sessions include: symposium, panel discussion, skill-building session or workshop, or demonstration.
2. **Brief presentation:** Presentation of 10-15 minutes that is focused on a single topic.
3. **Poster presentation:** A visual presentation that will be on display during the Exchange. You will have a chance to stand by your poster during a scheduled poster session to answer questions.
4. **IGNITE session:** A 45-60 minute session consisting of 4-6 IGNITE presentations plus 10-15 minutes (mandatory) for audience discussion that is focused around a specific topic. For more information on IGNITE, check out the Reilly site or Stephanie Evergreen's IGNITE webinar on the AEA website.
5. **Other presentation type:** Provide as much detail as for the Full Presentation plus detail that makes your presentation different from the presentation types above

Proposals will be reviewed by the OPEG Program Committee using blind review and will be scored based on the following criteria:

- Extent to which the proposal addresses the theme of *Challenges in Evaluation*.
- Proposal's relevance to evaluation practice, methodology, and utility.
- The technical quality of the proposal – clarity and coherence of writing, degree to which the proposal articulates relevance to the field of evaluation, and clarity of objectives and purpose.

Notification of review results will be sent out by email to the individual submitting the proposal by February 26, 2016. It is the responsibility of each submitter to inform any additional participants listed in the proposal.

The primary presenter must be a paid member of OPEG by the time of the Spring Exchange (invited speakers may be exempted from this requirement). Copies of presented materials in Microsoft Office or Adobe PDF format must be submitted to the Program Committee by May 2, 2016 for posting on the OPEG web site.

Questions? Problems submitting? Contact Barbara Krannich at bkrannich@prism-health.com.

1. PLEASE ENTER THE *LEAD PRESENTER'S* CONTACT INFORMATION

First Name:

Last Name:

Title:

Organization:

Address:

ZIP/Postal Code:

Credentials (Ph.D., M.A., etc.)

Email Address:

Phone Number:

2. PLEASE PROVIDE A BRIEF BIOGRAPHY FOR THE *LEAD PRESENTER*

3. (OPTIONAL) PLEASE ENTER THE *SECOND PRESENTER'S* CONTACT INFORMATION

Last Name:

First Name:

Title:

Organization:

Credentials (e.g. Ph.D., M.S., etc):

Email Address:

Phone Number:

4. (OPTIONAL) PLEASE ENTER THE *THIRD PRESENTER'S* CONTACT INFORMATION

Last Name:

First Name:

Title:

Organization:

Credentials (e.g. Ph.D., M.S., etc):

Email Address:

Phone Number:

5. Please enter the title of the proposal (25 words or fewer).

6. Please select one of the following two tracks for your proposal.

Track 1: Challenges in Evaluation

Track 2: General Evaluation Practice

7. Type of presentation (you may choose more than one)

- Long presentation (45 to 60 minutes)
- Brief presentation (15 minutes)
- Poster presentation
- Ignite session
- Other type of presentation

8. Please list two (2) or three (3) learning objectives for your proposal (only for Full and Brief presentation proposals).

Learning Objective 1

Learning Objective 2

Learning Objective 3

9. Please enter a 100-word abstract of your presentation (to be used in the conference program).

10. Please enter a summary description of your proposal below (250 words or fewer).

11. For panel/multi-paper sessions and IGNITE sessions, please include titles or brief summaries for each of the individual presentations that are to be included in the overall session.

12. Please explain how your presentation relates to this year's theme or to evaluation in general.

13. Presentation intended primarily for: (you may choose more than one category)

- New evaluators (less than 2 years of experience)
- Experienced evaluators (2-5 years)
- Expert evaluators (more than 5 years)
- Any level would be appropriate

14. Target audience (choose all that apply)

- Law enforcement/criminal justice officials
- Educators
- Governmental officials
- Social Service agencies
- Researchers/evaluators
- Healthcare providers
- Psychologists
- Students
- Other (please specify):

15. Please note any audio-visual equipment that you will need:

- LCD projector
- Overhead projector
- Laptop
- Other (please specify)

Thank you for developing a proposal for the OPEG Exchange.

Please make sure you fill out all applicable questions entirely. *We will only review completed forms.* If you are satisfied with your responses and are finished, simply click on "Done" below to exit. Otherwise, click on "Prev" below to go back and edit your responses.

OPEG's Program Committee will notify you regarding the status of your proposal by February 26, 2016. Thank you again for your interest in OPEG's Spring Exchange!