



NEPBIS Proposal Rating Guidance and Rubric (adapted from APBS with permission)

Proposals submitted for the Northeast PBIS (NEPBIS) Leadership Forum go through a blind peer review process, using a rubric to guide scoring.

Strong proposals:

- align with the NEPBIS goal statement
 - *The primary goal of the Northeast PBIS Network is to improve the efficiency and effectiveness of PBIS implementation in schools and districts within the northeast states by enabling communications, information exchange, political visibility, technical assistance, and a professional bridge to the Association for Positive Behavior Support (APBS).*
- address content that is significant for the field
- align with the principles or technology underlying positive behavior support
- are well-written with no grammatical or typographical errors

Proposals should include:

- complete descriptions with background information on the topic
- relevant theories, research, and practical applications
- overview of the presentation including intended learning outcomes
- intended audience for the presentation

The submission deadline is *January 17, 2024*.

Strand Selection

Decide which strand best fits your proposal. If your proposal can fit into two strands, you will have the opportunity to select a primary and secondary strand when submitting online. The strands include:

Tier 1 Implementation

Mental Health and Wellness

Advanced Tiers

Family and Student Voice

Equity

Training and Coaching

Session Format

Decide on the format of the presentation you will be submitting. Presentation formats are further explained below. Please determine which format below is best for your submission.

Poster Poster sessions occur during a conference reception on May 16, 2025 and are visual presentations with all posters presented simultaneously. Each presenter will be provided with an 8' x 30" table and a 3' x 4' poster board on which visual information is displayed.

Oral Presentation A 75-minute presentation addressing topics significant and relevant to NEPBIS, informing practice or research, and aligning with the NEPBIS mission statement. Information in the presentation should be based on sound concepts, theories, or evidence.

Identify a Title

Create a title that will entice conference attendees to come to your session, is descriptive of your topic, and is within the 12-word limit.

Write a Summary (Short Session Description)

Develop a 35-word or less description of your session. This will appear in the conference program and online and is what conference attendees will read. Make your session description inviting so that people will want to attend.

Some tips to keep in mind:

- Describe what participants will get out of your session or how it can be used in authentic settings relevant to the topic.
- Describe the problem(s) that your session will address.
- Accurately reflect what you are covering so attendees know what to expect. For example, if you are only going to talk about your research and not about application, don't promise in the description that you will describe effective practices to be used.
- Avoid using phrases such as "In this presentation, we will...". Get right to the content.
- The summary "sells" your presentation to conference attendees – make it strong and intriguing!

Prepare the Abstract

Develop your abstract and summary in a Word document. Then, copy and paste it into the online submission application. Write the 450-word abstract. Refer to the NEPBIS Forum Scoring Rubric in this guide that provides information about each scoring component on which your proposal will be evaluated and given a score.

Some helpful tips:

- Use clear, concise language
- Begin with a brief introductory paragraph that provides an overview of your topic.
- Describe the theory, concept, or research basis of your topic.
- Your proposal can be oriented for practitioners and/or caregivers and not a formal research study. If it is practitioner and/or caregiver-focused, the topic should be based on sound theory or tested by others and not just a "good idea."
- Describe exactly what you will be presenting including how you will present it. If it will be an interactive presentation, provide a description of how it will be interactive (e.g., "Participants will score their own multi-tiered process with the evaluation tool.")
- Explain the impact your proposal has on the field and how it aligns with the NEPBIS Network's mission and goals.
- When finished, carefully review for spelling, grammar, and usage errors.

Align the Abstract with the Scoring Rubric

The abstract describing the proposal submission is the most important component. Successful

proposals describe clearly and completely in 450 words or less what will be presented and how the presentation's content is significant to the field of PBIS. The following areas all relate to the proposal scoring rubric.

Preference for Northeast PBIS Presentations

Preference will be given to presentation proposals from the Northeast PBIS Network States (CT, DE, MA, ME, NH, NJ, NY, PA, RI, and VT).

Submit your proposal via [NEPBIS Leadership Forum Proposal Submissions](#).

Good luck! We hope to see you in Mystic, CT at the

Northeast PBIS Network Leadership Forum on May 15th and 16th 2025

NEPBIS Forum Proposal Rubric					
Criteria	Does Not Meet Expectations (1)	Below Expectations (2)	Approaching Expectations (3)	Meets Expectations (4)	Exceeds Expectations (5)
Relevance: Is this topic relevant to current issues in positive behavior support?	The topic is dated.	The topic contains a few ideas that are current.	The topic involves ideas of current interest.	The topic is timely.	The topic is timely and offers advancement to the field of PBS.
Support: Is the topic grounded in relevant theory and research, and does it have relevant practical applications?	The relevant theory, research, and practical applications are not clear.	The relevant theory and research are clear, but practical applications are not clear.	The relevant theory, research, and practical applications are mentioned.	The relevant theory, research, and practical applications are stated and explained.	The relevant theory, research, and practical applications are abundantly clear and explained in detail.
Clarity: Is the purpose of the proposed presentation well-articulated?	The goals and objectives of the presentation are not clear.	The goals of the presentation are clear, but how the objectives will be met is not clear.	The goals and objectives of the session are mentioned.	The goals and objectives are stated and explained.	The goals and objectives of the session are made abundantly clear and explained in detail.
Interest: Would there be a high level of interest in this presentation?	The presentation would not be of interest; or, cannot identify an audience for the presentation.	Although an audience is identified, it is not clear why attendees would want to attend the presentation.	The presentation has a clear audience and general rationale for why attendees would attend.	The presentation would be interesting to clearly identifiable groups of attendees.	The presentation would be highly interesting; there would be a large/wide audience for the presentation.
Diversity: Does the proposal include issues of equity, inclusions, and/or diversity?	Presentation does not deal with issues of diversity.	The proposal mentions issues in these areas, but it does not explain how it is relevant to these issues.	The presentation covers and explains relevant ideas in these areas.	The presentation offers insights and new ideas, approaches, and concepts having to do with equity, inclusion, and/or diversity.	The presentation provides multiple well-articulated insights and new ideas, approaches, and concepts having to do with equity, inclusion, and/or diversity.