

## ESPM 3241W

### Writing Rubric for the Wiki Policy Briefing

#### **High quality policy brief:**

1. Provides a brief but complete history of the selected policy including the primary events contributing to the need for the policy, identification of the type of policy (law, act, agency rules, etc.), and legal description. An accepted and consistent citation format is used for the bibliography and in-text citations.
2. Provides a concise timeline and description of events leading up to the issue being placed on the formal agenda.
3. Clearly identifies the major organizations and interest groups involved in the issue, describes their role in shaping the policy process, and their affiliations.
4. Identifies primary alternatives considered in passing rules or legislation, how the alternatives were to address the issues or conflict, amendments considered, and describes the criteria used to select among alternatives.
5. Identifies the primary actions of legitimization and describes how they may have helped or hurt the implementation of the selected policy alternative.
6. Clearly states the actions taken to implement the selected policy including the primary policy mechanisms used, desired outcomes, and how they were to achieve the desired policy response.
7. Describes how the policy was or could be evaluated, the monitoring and evaluation steps taken to determine the effectiveness of the selected policy, and if no monitoring or evaluation was included, describes the steps that might be taken to determine if the policy requires modification.
8. The policy brief provides a logical flow of information, uses appropriate punctuation and spelling, has complete and appropriate references, and follows the required format.

#### **Medium quality policy brief:**

1. Provides a general history of the selected policy, identifies type of policy (law, act, agency rules, etc.) but provides only a partial legal description. Citations are provided but some missing or inconsistent in format.
2. Provides a general timeline of events leading up to the issue being placed on the formal agenda.
3. Identifies some of the major organizations and interest groups involved in the issue, but does not completely describe their role in shaping policy or their affiliations.
4. Identifies a few of the alternatives considered and how they were to address the issues or conflict, but lacks discussion of amendments or clearly describes the criteria used to select among alternatives.
5. Identifies some actions of legitimization but is vague on how they affected policy implementation.
6. States implement actions of the selected policy but the brief fails to describe the type of policy mechanism used and how it achieves the desired policy response.
7. Describes some monitoring and evaluation steps taken to determine the effectiveness of the selected policy but lacks detail on the results, and how it was or could be used in policy modification.
8. The flow of information is generally readable, some punctuation or spelling errors, or references may be incomplete.

#### **Lower-quality policy brief:**

1. Provides a vague or incomplete history of the policy, legal description is missing, or inconsistent or missing citations.
2. Provides a partial timeline and description of events leading up to the issue being placed on the formal agenda.
3. Identifies a few of the major interest groups involved, but does not describe their role in shaping policy or affiliations.
4. Lacks identification of alternatives considered to address the issues, or fails to describe the selection criteria used.
5. Does not identify actions of legitimization or how they affected policy implementation.
6. Fails to describe implementation actions, policy mechanism used, or how they achieved the desired policy responses.
7. Vaguely describes monitoring and evaluation actions taken but does not report on the results or how they were or could be used in policy modification.
8. The flow of information is confusing, many punctuation or spelling errors, or references are incomplete or missing.