

PARTNERSHIP SELF-ASSESSMENT TOOL

Questionnaire

Instructions

This questionnaire asks questions about different aspects of your partnership. It will take about 15 minutes to complete.

The questionnaire allows you to express your opinions and provide information about your experiences anonymously. **DO NOT WRITE YOUR NAME ANYWHERE ON THE QUESTIONNAIRE** and your name will not be attached in any way to the responses you give.

By answering the questions, you will help your partnership learn about its strengths and weaknesses and about steps that your partnership can take in order to improve the collaboration process. The answers that people in your partnership give will be used to generate a report for your partnership. Only the people in your partnership will have access to this report.

There are no right or wrong answers to the questions. Thoughtful and honest responses will give your partnership the most valuable information. **Please answer every question, and please check only one answer per question.**

To complete the questionnaire:

- Please use a BLUE or BLACK ink pen.
- Be sure to read all the answer choices before marking your answer.
- Answer each question by placing a legible check mark or "X" in the box to the left of your answer, like this:

[] Extremely well OR [] Extremely well

- Please return the completed questionnaire in a manner that protects your anonymity, as instructed by your coordinator.

Synergy

Please think about the people and organizations that are participants in your partnership.

- a. By working together, how well are these partners able to identify new and creative ways to solve problems?

Extremely well
 Very well
 Somewhat well
 Not so well
 Not well at all

- b. By working together, how well are these partners able to include the views and priorities of the people affected by the partnership's work?

Extremely well
 Very well
 Somewhat well
 Not so well
 Not well at all

- c. By working together, how well are these partners able to develop goals that are widely understood and supported among partners?

Extremely well
 Very well
 Somewhat well
 Not so well
 Not well at all

- d. By working together, how well are these partners able to identify how different services and programs in the community relate to the problems the partnership is trying to address?

Extremely well
 Very well
 Somewhat well
 Not so well
 Not well at all

- e. By working together, how well are these partners able to respond to the needs and problems of the community?

Extremely well
 Very well
 Somewhat well
 Not so well
 Not well at all

- f. By working together, how well are these partners able to implement strategies that are most likely to work in the community?
- Extremely well
 - Very well
 - Somewhat well
 - Not so well
 - Not well at all
- g. By working together, how well are these partners able to obtain support from individuals and organizations in the community that can either block the partnership's plans or help move them forward?
- Extremely well
 - Very well
 - Somewhat well
 - Not so well
 - Not well at all
- h. By working together, how well are these partners able to carry out comprehensive activities that connect multiple services, programs, or systems?
- Extremely well
 - Very well
 - Somewhat well
 - Not so well
 - Not well at all
- i. By working together, how well are these partners able to clearly communicate to people in the community how the partnership's actions will address problems that are important to them?
- Extremely well
 - Very well
 - Somewhat well
 - Not so well
 - Not well at all

Leadership

Please think about all of the people who provide either formal or informal leadership in this partnership. Please rate the total effectiveness of your partnership's leadership in each of the following areas:

a. Taking responsibility for the partnership

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

b. Inspiring or motivating people involved in the partnership

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

c. Empowering people involved in the partnership

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

d. Communicating the vision of the partnership

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

e. Working to develop a common language within the partnership

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

Please rate the total effectiveness of your partnership's leadership in:

f. Fostering respect, trust, inclusiveness, and openness in the partnership

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

g. Creating an environment where differences of opinion can be voiced

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

h. Resolving conflict among partners

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

i. Combining the perspectives, resources, and skills of partners

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

j. Helping the partnership be creative and look at things differently

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

Please rate the total effectiveness of your partnership's leadership in:

k. Recruiting diverse people and organizations into the partnership

-] Excellent
-] Very good
-] Good
-] Fair
-] Poor
-] Don't know

Efficiency

1. Please choose the statement that best describes how well your partnership uses the partners' financial resources.

-] The partnership makes excellent use of partners' financial resources.
-] The partnership makes very good use of partners' financial resources.
-] The partnership makes good use of partners' financial resources.
-] The partnership makes fair use of partners' financial resources.
-] The partnership makes poor use of partners' financial resources.

2. Please choose the statement that best describes how well your partnership uses the partners' in-kind resources (e.g., skills, expertise, information, data, connections, influence, space, equipment, goods).

-] The partnership makes excellent use of partners' in-kind resources.
-] The partnership makes very good use of partners' in-kind resources.
-] The partnership makes good use of partners' in-kind resources.
-] The partnership makes fair use of partners' in-kind resources.
-] The partnership makes poor use of partners' in-kind resources.

3. Please choose the statement that best describes how well your partnership uses the partners' time.

-] The partnership makes excellent use of partners' time.
-] The partnership makes very good use of partners' time.
-] The partnership makes good use of partners' time.
-] The partnership makes fair use of partners' time.
-] The partnership makes poor use of partners' time.

Administration and Management

We would like you to think about the administrative and management activities in your partnership. Please rate the effectiveness of your partnership in carrying out each of the following activities:

a. Coordinating communication among partners

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

b. Coordinating communication with people and organizations outside the partnership

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

c. Organizing partnership activities, including meetings and projects

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

d. Applying for and managing grants and funds

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

e. Preparing materials that inform partners and help them make timely decisions

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

Please rate the effectiveness of your partnership in:

f. Performing secretarial duties

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

g. Providing orientation to new partners as they join the partnership

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

h. Evaluating the progress and impact of the partnership

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

i. Minimizing the barriers to participation in the partnership's meetings and activities (e.g., by holding them at convenient places and times, and by providing transportation and childcare)

- Excellent
- Very good
- Good
- Fair
- Poor
- Don't know

Non-financial Resources

A partnership needs non-financial resources in order to work effectively and achieve its goals. For each of the following types of resources, to what extent does your partnership have what it needs to work effectively?

- a. Skills and expertise (e.g., leadership, administration, evaluation, law, public policy, cultural competency, training, community organizing)
 - All of what it needs
 - Most of what it needs
 - Some of what it needs
 - Almost none of what it needs
 - None of what it needs
 - Don't know

- b. Data and information (e.g., statistical data, information about community perceptions, values, resources, and politics)
 - All of what it needs
 - Most of what it needs
 - Some of what it needs
 - Almost none of what it needs
 - None of what it needs
 - Don't know

- c. Connections to target populations
 - All of what it needs
 - Most of what it needs
 - Some of what it needs
 - Almost none of what it needs
 - None of what it needs
 - Don't know

- d. Connections to political decision-makers, government agencies, other organizations/groups
 - All of what it needs
 - Most of what it needs
 - Some of what it needs
 - Almost none of what it needs
 - None of what it needs
 - Don't know

For each of the following types of resources, to what extent does your partnership have what it needs to work effectively?

e. Legitimacy and credibility

- All of what it needs
- Most of what it needs
- Some of what it needs
- Almost none of what it needs
- None of what it needs
- Don't know

f. Influence and ability to bring people together for meetings and activities

- All of what it needs
- Most of what it needs
- Some of what it needs
- Almost none of what it needs
- None of what it needs
- Don't know

Financial and Other Capital Resources

A partnership also needs financial and other capital resources in order to work effectively and achieve its goals. For each of the following types of resources, to what extent does your partnership have what it needs to work effectively?

a. Money

- All of what it needs
- Most of what it needs
- Some of what it needs
- Almost none of what it needs
- None of what it needs
- Don't know

b. Space

- All of what it needs
- Most of what it needs
- Some of what it needs
- Almost none of what it needs
- None of what it needs
- Don't know

For the following type of resources, to what extent does your partnership have what it needs to work effectively?

- c. Equipment and goods
- All of what it needs
 - Most of what it needs
 - Some of what it needs
 - Almost none of what it needs
 - None of what it needs
 - Don't know

Decision Making

- a. How comfortable are you with the way decisions are made in the partnership?
- Extremely comfortable
 - Very comfortable
 - Somewhat comfortable
 - A little comfortable
 - Not at all comfortable
- b. How often do you support the decisions made by the partnership?
- All of the time
 - Most of the time
 - Some of the time
 - Almost none of the time
 - None of the time
- c. How often do you feel that you have been left out of the decision making process?
- All of the time
 - Most of the time
 - Some of the time
 - Almost none of the time
 - None of the time

Benefits of Participation

For each of the following benefits, please indicate whether you have or have not received the benefit as a result of participating in the partnership.

a. Enhanced ability to address an important issue

Yes
 No

b. Development of new skills

Yes
 No

c. Heightened public profile

Yes
 No

d. Increased utilization of my expertise or services

Yes
 No

e. Acquisition of useful knowledge about services, programs, or people in the community

Yes
 No

f. Enhanced ability to affect public policy

Yes
 No

g. Development of valuable relationships

Yes
 No

h. Enhanced ability to meet the needs of my constituency or clients

Yes
 No

i. Ability to have a greater impact than I could have on my own

Yes
 No

As a result of your participation in the partnership, have you experienced the following benefits:

j. Ability to make a contribution to the community

Yes

No

k. Acquisition of additional financial support

Yes

No

Drawbacks of Participation

For each of the following drawbacks, please indicate whether or not you have or have not experienced the drawback as a result of participating in this partnership.

a. Diversion of time and resources away from other priorities or obligations

Yes

No

b. Insufficient influence in partnership activities

Yes

No

c. Viewed negatively due to association with other partners or the partnership

Yes

No

d. Frustration or aggravation

Yes

No

e. Insufficient credit given to me for contributing to the accomplishments of the partnership

Yes

No

f. Conflict between my job and the partnership's work

Yes

No

Comparing Benefits and Drawbacks

So far, how have the benefits of participating in this partnership compared to the drawbacks?

- Benefits greatly exceed the drawbacks
- Benefits exceed the drawbacks
- Benefits and drawbacks are about equal
- Drawbacks exceed the benefits
- Drawbacks greatly exceed the benefits

Satisfaction with Participation

a. How satisfied are you with the way the people and organizations in the partnership work together?

- Completely satisfied
- Mostly satisfied
- Somewhat satisfied
- A little satisfied
- Not at all satisfied

b. How satisfied are you with your influence in the partnership?

- Completely satisfied
- Mostly satisfied
- Somewhat satisfied
- A little satisfied
- Not at all satisfied

c. How satisfied are you with your role in the partnership?

- Completely satisfied
- Mostly satisfied
- Somewhat satisfied
- A little satisfied
- Not at all satisfied

d. How satisfied are you with the partnership's plans for achieving its goals?

- Completely satisfied
- Mostly satisfied
- Somewhat satisfied
- A little satisfied
- Not at all satisfied

e. How satisfied are you with the way the partnership is implementing its plans?

- Completely satisfied
- Mostly satisfied
- Somewhat satisfied
- A little satisfied
- Not at all satisfied