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From Handshake to Compact: Guidance to Foster Collaborative, Multimodal Decision Making (2005)

DETAILS

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APPENDIX B: SELF-ASSESSMENT TOOL FOR EXISTING COLLABORATIONS

Factors for a Healthy Collaboration	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
Basic Foundations					
1. The need for the collaboration has been clearly established					
2. The goal(s) for the collaboration are clearly articulated and understood					
3. Intermediate and long-term achievement benchmarks have been established					
4. All the necessary partners are involved in accomplishing 1 to 3 above.					
5. The benefits of participating in the collaboration are clear to each participating organization/group.					
6. This collaboration could very well lead to other collaborations in the future					
Leadership					
7. Leaders of the participating organizations clearly support the collaboration					
8. Leadership responsibilities have been spread fairly among the participants					
9. The leadership of the collaboration itself (e.g., who chairs meetings?) is clearly defined and accepted by others					
10. The collaboration would survive a change in agency representatives participating in the collaboration					
The Process of Collaboration					
11. Participant responsibilities have been clearly defined					
12. The right expertise is available as part of the collaboration					
13. Effective communication occurs among collaboration participants, e.g., everyone is using a common language					
14. The level of trust among collaboration participants is high					
15. The collaboration is building lasting relationships among the participants					
16. There is effective feedback to the collaboration participants on the effects of previous decisions					

Factors for a Healthy Collaboration	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
Organizational Support					
17. Participating organizations and/or groups have contributed their fair share					
18. Representatives of participating agencies/groups are being supported by their home organizations					
19. Individuals are being recognized or rewarded for their participation in the collaboration					
20. The resources available for the collaborative effort will be (or are) adequate to achieve the collaboration's goals					
Number of Ratings in this Column	A	B	C	D	E
Weighted Score	A	2 x B	3 x C	4 x D	5 x E
Total Score	A + (2 x B) + (3 x C) + (4 x D) + (5 x E)				

	Score Range	Collaboration Health Assessment
	≤ 50	The collaboration is experiencing serious problems, and remedial action needs to be taken to increase the health of the collaboration.
	$51 \leq \text{Score} \leq 74$	The collaboration is functioning, but there is room for improvement, especially if there is a desire for this collaborative experience to lead to further efforts.
	$75 \leq \text{Score} \leq 100$	The collaboration is healthy and can serve as a strong foundation for further collaborative efforts in the future.