

Annex 10

Coalition Member Assessment Tool*

TOOLS FOR CHAPTER 7 OF THE GUIDE: TRACKING AND EVALUATION

Ask coalition members to complete the following member assessment tool in order to determine the health of the coalition. Ideally, coalition member assessments should be conducted at least once a year.

For each item, please circle the number that best reflects the degree to which you agree with the statement about that aspect of the coalition.

	Strongly agree					Strongly disagree				
Vision: Planning, Implementation and Progress										
1.	1	2	3	4	5	1	2	3	4	5
2.	1	2	3	4	5	1	2	3	4	5
3.	1	2	3	4	5	1	2	3	4	5
4.	1	2	3	4	5	1	2	3	4	5
5.	1	2	3	4	5	1	2	3	4	5
6.	1	2	3	4	5	1	2	3	4	5
7.	1	2	3	4	5	1	2	3	4	5
Leadership and Membership										
8.	1	2	3	4	5	1	2	3	4	5
9.	1	2	3	4	5	1	2	3	4	5
10.	1	2	3	4	5	1	2	3	4	5

* Adapted from Tom Wolff, *The Power of Collaborative Solutions: six principles and effective tools for building healthy communities* (San Francisco: Jossey-Bass, A Wiley Imprint, 2010), p. 251-257.

	Strongly agree					Strongly disagree				
11. Administrative responsibilities are shared equitably among men and women, and across all groups in the coalition.	1	2	3	4	5	1	2	3	4	5
12. The coalition creates greater ownership by engaging partners in joint ventures and projects.	1	2	3	4	5	1	2	3	4	5
13. The coalition has a broad membership that is appropriate to the issue it is addressing.	1	2	3	4	5	1	2	3	4	5
14. The coalition's membership is diverse.	1	2	3	4	5	1	2	3	4	5
15. Members display commitment and take on tasks.	1	2	3	4	5	1	2	3	4	5

Structure

	Strongly agree					Strongly disagree				
16. The coalition maintains regular meeting cycles.	1	2	3	4	5	1	2	3	4	5
17. The coalition has active working groups and committees.	1	2	3	4	5	1	2	3	4	5
18. Members receive meeting agendas in advance and minutes after meetings.	1	2	3	4	5	1	2	3	4	5
19. Meetings follow the agenda and the planned work is accomplished.	1	2	3	4	5	1	2	3	4	5
20. The coalition has a viable organization structure that functions competently.	1	2	3	4	5	1	2	3	4	5

Communication

	Strongly agree					Strongly disagree				
21. Communication among members of the coalition is effective.	1	2	3	4	5	1	2	3	4	5
22. Communication between the coalition and the community associated with its chosen issues is effective.	1	2	3	4	5	1	2	3	4	5
23. Coalition members respectfully and productively work through differences.	1	2	3	4	5	1	2	3	4	5
24. All coalition members are listened to and heard, regardless of gender.	1	2	3	4	5	1	2	3	4	5

Activities

	Strongly agree					Strongly disagree				
25. Information gets exchanged at coalition meetings.	1	2	3	4	5	1	2	3	4	5
26. The coalition develops new materials and new programmes.	1	2	3	4	5	1	2	3	4	5

	Strongly agree					Strongly disagree				
27. The coalition advocates for change.	1	2	3	4	5					
28. The coalition facilitates the sharing of new perspectives on issues.	1	2	3	4	5					
29. The outcomes are more comprehensive than those that could be achieved without the coalition.	1	2	3	4	5					

Outcomes

30. What changes have occurred because of the coalition that would not have otherwise occurred?

31. The coalition has been able to achieve its goals and create concrete outcomes.	1	2	3	4	5					
32. The coalition serves as a catalyst for positive change related to the issues it has chosen to work on.	1	2	3	4	5					
33. The coalition bring about community change as seen in changes to programmes, policies and practices that improve people’s lives.	1	2	3	4	5					
34. The coalition has effected changes to programmes, policies and practices in many sectors and systems in the community related to the issues it has chosen to work on.	1	2	3	4	5					

Definitions

Programme changes can be new or modified interventions, protocols and products, such as educational materials, marketing or branding materials and new presentations.

Policies can include facility or agency policies, state policies, federal policies and institutional policies.

Practice changes can include changes to facilities and other institutions and organizations; changes by various practitioners (including physicians, nursing or social work staff members or facility administrators); changes by government; and changes by individuals affected by the issue.

35. What specific changes to programmes, policies and practices have you seen that were created by the work of this coalition?

	Strongly agree					Strongly disagree				
36. The outcomes created are necessary and effective.	1	2	3	4	5	1	2	3	4	5
37. After each activity or project, the leadership of the committee or task force evaluates how it went in order to learn from experience.	1	2	3	4	5	1	2	3	4	5

Relationships

	Strongly agree					Strongly disagree				
38. Old or existing partnerships have been enhanced as a result of the coalition.	1	2	3	4	5	1	2	3	4	5
39. New partnerships have been built as a result of the coalition.	1	2	3	4	5	1	2	3	4	5
40. Members of the community associated with the issue now know more about each other’s resources as result of the coalition.	1	2	3	4	5	1	2	3	4	5

Systems Outcomes

	Strongly agree					Strongly disagree				
41. The coalition has brought about systems changes, including changes to relationships in the larger community that works on the issues the coalition has identified and in the capacity of the coalition to address emerging issues.	1	2	3	4	5	1	2	3	4	5
42. There have been positive changes in the community working on the coalition’s issues(s); as a result of the coalition, partners are more collaborative and more cooperative.	1	2	3	4	5	1	2	3	4	5
43. The coalition has helped people in the community access more resources both within and outside the coalition.	1	2	3	4	5	1	2	3	4	5

Benefits of Participation	Strongly agree					Strongly disagree				
44. The community and its residents are better off today because of the coalition.	1	2	3	4	5					
45. I have benefited from participating in the coalition through:										
a. Building relationships with other coalition members;	1	2	3	4	5					
b. Exchanging information with others and networking;	1	2	3	4	5					
c. Working with others on issues of importance; and	1	2	3	4	5					
d. Being part of a process that brings about meaningful change.	1	2	3	4	5					
46. My organization has benefited from its participation in the coalition through:										
a. Modified programmes;	1	2	3	4	5					
b. New programmes;	1	2	3	4	5					
c. Access to new or more resources; and	1	2	3	4	5					
d. Creating solutions collaboratively with other coalition partners.	1	2	3	4	5					

Overall Rating

47. What changes have happened in your own organization as a result of the coalition that would not otherwise have occurred?

48. Have there been any surprising or unplanned outcomes as a result of the coalition?

49. What are the three most significant outcomes resulting from the coalition?
