COLLABORATIVE GROUP ASSESSMENT

PURPOSES & BENEFITS

This tool helps a group to assess how the collaborative group is performing on key components of collaboration, all of which impact the group's community organizing work.

HOW TO USE THIS TOOL

All collaborative groups vary in their ability to effectively collaborate, not just in comparison to other groups but also as time goes by. One way to identify the strengths and challenges of the collaboration style of the group is to periodically complete a collaborative group assessment.

The collaborative group can use this tool to:
- Identify and understand the key components of collaboration.
- Help determine how the group is performing from the perspective of group members.
- Have a follow-up collective conversation regarding the results to plan how to make needed performance improvements and celebrate its successes. This tool also provides an explanation for how to score the assessment.

When preparing to do a collaborative group assessment (whether you use this tool or other tools or even just portions of this tool), be sure to have conversation as a group about why you are doing the assessment. Remember, the purpose isn't to point fingers or place blame on particular members of the group, but for the group to be intentional and thoughtful about their functioning as a collaborative. If you make it a regular occurrence (for example, once a year) for the group to complete the assessment, members will begin to feel more comfortable with the process and group trust will increase.

COLLABORATIVE GROUP ASSESSMENT

Below is a list of statements about our collaborative group. Please indicate the degree to which you agree or disagree with each statement accordingly.

Statement	Strongly Disagree 1	Disagree 2	Somewhat Disagree 3	Somewhat Agree 4	Agree 5	Strongly Agree 6
Community members know about our collaborative group's efforts to effectively address the issues of sexual and domestic violence in our community.						
Community members support our collaborative group's efforts to effectively address the issues of sexual and domestic violence in our community.	1	2	3	4	5	6
Our collaborative group is seen as a legitimate leader around the issues of sexual and domestic violence.	1	2	3	4	5	6
It is possible for our collaborative to mobilize our local community around the issues of sexual and domestic violence.	1	2	3	4	5	6
Our collaborative members have good skills for working with other people and organizations to effectively address the issues of sexual and domestic violence in our local community.	1	2	3	4	5	6
Leadership is shared in our collaborative group.	1	2	3	4	5	6
Our collaborative believes that it will succeed in achieving its collective goals.	1	2	3	4	5	6
Our collaborative partners believe that collaboration is in their best self-interest.	1	2	3	4	5	6
Our collaborative partners have mutual respect for one another.	1	2	3	4	5	6
Our collaborative partners compromise when it is relevant/necessary in order to effectively address the issues of sexual and domestic violence.	1	2	3	4	5	6
Our collaborative addresses conflict in an open and respectful manner.	1	2	3	4	5	6
Our collaborative celebrates our collective accomplishments.	1	2	3	4	5	6
Our collaborative has guiding principles and collaborative partners stand behind the guiding principles and ideas of our local collaborative.	1	2	3	4	5	6
Our collaborative creates well-developed action plans outlining what we are going to do.	1	2	3	4	5	6
Our collaborative partners are flexible and creative in how to work together when it comes to planning, problem-solving, etc.	1	2	3	4	5	6
Our collaborative is able to adapt to changing conditions that impact the ability of the collaborative to effectively address the issues of sexual and domestic violence.	1	2	3	4	5	6
Our collaborative works at an appropriate pace of development (i.e., not to fast, not to slow.)	1	2	3	4	5	6
Our collaborative has clearly defined roles and guidelines.	1	2	3	4	5	6
Internal communication between collaborative partners at our meetings is open and frequent in our collaborative.	1	2	3	4	5	6
Formal and informal relationships and communication links are established among the collaborative partners in our collaborative.	1	2	3	4	5	6
Our collaborative has a unique purpose (i.e., no duplicative efforts exist.)	1	2	3	4	5	6
Our collaborative has developed concrete, attainable goals and objectives.	1	2	3	4	5	6
Our collaborative has a broadly shared image of what our community will look like if we are successful in our efforts.	1	2	3	4	5	6
Collaborative partners understand and respect each other's organizational confidentiality requirements.	1	2	3	4	5	6
Our collaborative has a formal mechanism for evaluating the effectiveness of our efforts.	1	2	3	4	5	6

Kansas Coalition Against Sexual and Domestic Violence

Our collaborative is effectively engaging all of the populations within our local community in helping to address the issues of sexual and domestic violence through community organizing efforts (e.g., large cultural/ethnic groups, organizations helping to or are mandated to address the issues, influential community members, victims/survivors, etc.) • If no, who are we missing at the table and why?	Select One: Yes No If yes, skip to next question. If no, please elaborate further in the space below:
Our collaborative has sufficient resources to effectively address the issues of sexual and domestic violence through community organizing work.	Select One: Yes No If no, which resource(s) are you lacking (select all that apply): Funds Staff Materials Time Skills Other (Please specify in the space below)

Please provide responses to the following questions:

1. What is the best thing our collaborative group did this year?

2. What is the biggest mistake our collaborative group made this past year?

3. What two things do we do really well in our collaborative group?

4. What are two things we can improve upon in our collaborative group?

5. If you could change one thing in our collaborative group in the coming year, what would it be?

6. If you could do one new thing in our collaborative group this year, what would that be?

7. What one thing could I do in this coming year to increase my value to the collaborative group?

8. Do you feel the collaborative group values your contribution? If no, why not?

SCORING THE COLLABORATIVE GROUP ASSESSMENT

Scoring Instructions

Compute the percentages or mean of each item from the collective group responses and report them in the relevant area(s) below. Percentages illustrate the percent of the total 100% related to each response category on the question scale (also known as a Likert scale). Means illustrate the average overall response to the question.

- **To compute percentages**:
  1. Count the number of responses for each category on the question scale (i.e., the Likert scale).
  2. Divide the number of responses for each category by the number by the total number of responses to the question. Make sure that the total number of responses calculated actually equals the total number of responses to the question. Also, make sure that the total of the percentages computed equals 100%.

     For example: You have 20 total responses to a question:

# of Responses	Response Category	Percentage
0	Strongly Disagree	0/20 = 0%
2	Disagree	2/20 =10%
5	Somewhat Disagree	5/20 = 25%
6	Somewhat Agree	6/20 = 30%
5	Agree	5/20 = 25%
2	Strongly Agree	2/20 = 10%
20		**100%**

  3. Record the percentages in relevant categories listed for the question.

- **To compute means:**
  1. First, count the number of responses for each category on the question scale.
  2. Next, for each category on the scale, multiply the number of responses counted by the rank for that category (see the table for category rankings below). This will give you the weight for each response category.

     Using the same example as above:

# of Responses	Response Category	Weighted
0	Strongly Disagree = 1	0 x 1 = 0
2	Disagree = 2	2 x 2 = 4
5	Somewhat Disagree = 3	5 x 3 = 15
6	Somewhat Agree = 4	6 x 4 = 24
5	Agree = 5	5 x 5 = 25
2	Strongly Agree = 6	2 x 6 = 12
20		**80**

  3. Add up the total number of weight for the response categories computed. In the example above, that number totals 80.
  4. Divide the total number of weight for the response categories by the total number of responses to the question: 80/20 = 4. The mean for this question is 4.

Use the scoring form provided below to record the computed percentages or mean for each question.

	Select One: Strongly Disagree (1)	Disagree (2)	Somewhat Disagree (3)	Somewhat Agree (4)	Agree (5)	Strongly Agree (6)
Community members <u>know about</u> our collaborative group's efforts to effectively address the issues of sexual and domestic violence in our community.						
Community members <u>support</u> our collaborative group's efforts to effectively address the issues of sexual and domestic violence in our community.						
Our collaborative group is seen as a legitimate leader around the issues of sexual and domestic violence.						
It is possible for our collaborative to mobilize our local community around the issues of sexual and domestic violence.						
Our collaborative members have good skills for working with other people and organizations to effectively address the issues of sexual and domestic violence in our local community.						
Leadership is shared in our collaborative group.						
Our collaborative believes that it will succeed in achieving its collective goals.						
Our collaborative partners believe that collaboration is in their best self-interest.						
Our collaborative partners have mutual respect for one another.						
Our collaborative partners compromise when it is relevant/necessary in order to effectively address the issues of sexual and domestic violence.						
Our collaborative addresses conflict in an open and respectful manner.						
Our collaborative celebrates our collective accomplishments.						
Our collaborative has guiding principles and collaborative partners stand behind the guiding principles and ideas of our local collaborative.						
Our collaborative creates well-developed action plans outlining what we are going to do.						
Our collaborative partners are flexible and creative in how to work together when it comes to planning, problem-solving, etc.						
Our collaborative is able to adapt to changing conditions that impact the ability of the collaborative to effectively address the issues of sexual and domestic violence.						
Our collaborative works at an appropriate pace of development (i.e., not to fast, not to slow.)						
Our collaborative has clearly defined roles and guidelines.						
Internal communication between collaborative partners at our meetings is open and frequent in our collaborative.						
Formal and informal relationships and communication links are established among the collaborative partners in our collaborative.						
Our collaborative has a unique purpose (i.e., no duplicative efforts exist.)						
Our collaborative has developed concrete, attainable goals and objectives.						
Our collaborative has a broadly shared image of what our community will look like if we are successful in our efforts.						
Collaborative partners understand and respect each other's						

organizational confidentiality requirements.	
Our collaborative has a formal mechanism for evaluating the effectiveness of our efforts.	

Compute the percentage of responses to the "yes" and "no" responses to the following question using the "to compute percentages" instructions on the previous page. Theme the open-ended follow-up answers for all "no" responses provided.

Our collaborative is effectively engaging all of the populations within our local community in helping to address the issues of sexual and domestic violence through community organizing efforts (e.g., large cultural/ethnic groups, organizations helping to or are mandated to address the issues, influential community members, victims/survivors, etc.) • If no, who are we missing at the table and why?	Select One: Yes No If yes, skip to next question. If no, please elaborate further in the space below:

Compute the percentage of responses to the "yes" and "no" responses to the following question using the "to compute percentages" instructions on the previous page. Compute the percentages for each of the resource types for all "no" responses provided.

Our collaborative has sufficient resources to effectively address the issues of sexual and domestic violence through community organizing work.	Select One: Yes No If no, which resource(s) are you lacking (select all that apply): Funds Staff Materials Time Skills Other (Please specify in the space below)

Theme responses provided for each of the following questions:

1. What is the best thing our collaborative group did this year?
2. What is the biggest mistake our collaborative group made this past year?
3. What two things do we do really well in our collaborative group?
4. What are two things we can improve upon in our collaborative group?
5. If you could change one thing in our collaborative group in the coming year, what would it be?
6. If you could do one new thing in our collaborative group this year, what would that be?
7. What one thing could I do in this coming year to increase my value to the collaborative group?
8. Do you feel the collaborative group values your contribution? If no, why not?