

WHAT I HAVE TO CONTRIBUTE TO & HOW I BENEFIT FROM THIS COLLABORATIVE

PURPOSES & BENEFITS

This tool helps each group member and the collaborative partnership as a whole to identify:

- What group members have to contribute to the collaborative.
- The benefits for group members from participating in the collaborative.

Having group members be able to identify what they can reasonably contribute, as well as what they need and hope to gain from participating in the collaborative group, helps to create sustainability and supports continued participation from group members in the collaborative.

HOW TO USE THIS TOOL

Ideally, this tool should be administered to group members to complete either in advance of or during your first gathering meeting. Of course, if you are already past your first meeting or working with an established group, you can still use the tool.

- Once group members individually review and complete this tool, answers can be shared and collectively captured on flipcharts.
- After the input from group members is collected, you can also have follow-up discussions about:
 - What the collaborative group needs in comparison to the collective contributions already listed in order to ensure that group members are addressing all of the group's identified collective needs. Some general examples of what a collaborative group's needs might be include:
 - **Commitment** – reading materials, following through, working
 - **Participation** – come to meetings, providing feedback or ideas
 - **Support** – recruiting, attending events, advocating with decision makers on our issues, talking up issues
 - **Honesty** – speaking up if you have an issue
 - **Remaining solution-focused** when identifying or discussing problems
 - **Commitment to do the work** – making clear the expectations up front
 - **Attending to the relationships within the group**
 - Also connect this conversation with the “What It Means for Us to Collaborate” documents and tool, since there may be some overlap or like ideas generated by both discussions. Ask the group how you'll collectively fill in any identified gaps, if identified, and record the responses on a flipchart.
 - The members' needs identified to determine if and how the collaborative group can address those needs.
- Type up and distribute the flipchart notes to the collaborative group for future reference.

If you choose to collectively capture the group members' ideas, be sure to inform participants of this in advance. You can also let them know that they can share or not share their answers as they choose; but that their answers will help to establish the collective strengths and needs in the room in order to optimally benefit both the collaborative group and the individual group members.

This tool can also be particularly helpful in laying the foundation for collective group discussions in these next steps of “Setting Your Collaborative Group Up for Success:”

- Defining Your Purpose(s)
 - Developing vision and mission statements
- Determining How You'll Work Together
 - Developing guiding principles



- Developing a collaboration charter or memorandum of understanding
- Roles and commitments of group members

INDIVIDUAL STRENGTHS TYPES

There are four types of people that are critical to the success of any collaborative group in order to move from vision and ideas to action, and ultimately, to change. They are:

- The Do-er
- The Creator
- The Organizer
- The Planner

Below is a description of each of the types, including their strengths and characteristics.

Concrete Experience

Experiencing/Feeling

- Learning from specific experiences
- Relating to people
- Being sensitive to feelings and people

THE DO-ER

Strengths

Gets things done
Leading
Taking Risks
Initiating
Being adaptable
Being practical

Characteristics

Influences others – sells ideas,
negotiates well
Acts on intuition
Gregarious
Open minded
Works from the “big picture”
down to details

THE CREATOR

Strengths

Being imaginative
Understanding people
Recognizing problems
Brainstorming
Being open minded

Characteristics

Helpful
Listens before speaking
Likes personalized feedback
Delays reaching conclusions
Broad cultural interests
Sensitive to different perspectives
Thoughtful

Active Experimentation

Doing

- Showing ability to get things done
- Taking risks
- Influencing people & events through action

Reflective Observation

Reflecting

- Carefully observing before taking action
- Viewing issues from different perspectives
- Looking for the meaning of things

THE ORGANIZER

Strengths

Solving problems
Making decisions
Reasoning
Defining problems
Being logical

Characteristics

Practical
Prefers technical tasks to
social issues
Enjoys setting goals &
checking progress
Questions have “right” or
“wrong” answers

THE PLANNER

Strengths

Planning
Creating models
Defining problems
Developing theories
Being patient

Characteristics

Sets goals
Enjoys investigation and research
Focused on abstract ideas and
concepts
Assembles details into a larger
frame
Rejects subjectivity

Abstract Conceptualization

Thinking

- Logically analyzing ideas
- Planning systematically
- Acting on an intellectual understanding of a situation



Identify your type(s) strengths and characteristics by placing a checkmark next to each strength or characteristic listed by each of the four types. Many people can readily identify at least one type that they primarily operate from based upon the number of check-marked strengths and characteristics that best describe them; however, for many people, the type they are depends upon any number of factors, such as their current life circumstances (e.g., their job duties), the context or situation (e.g., work vs. personal life), etc.

Now that you have identified your strengths and characteristics by each of the four types of people, use the table below to provide a brief description of the type(s) that you are based upon the context provided. You may be just one primary type or more than one type given the context. Try to be as thorough as you can in describing yourself.

Context/Type:	The Do-er	The Creator	The Organizer	The Planner
Experiences				
Education/Work				
Talents/Hobbies				
Other? _____ _____ _____				

In addition, please describe any current and/or past connections or relationships you have/have had as they might benefit our work:

Based upon your responses in the table and to the question above, what contribution(s) can you make to the collaborative group in terms of:

- What kinds of things are you willing to do for this collaborative group?
- What kind of things are you capable of doing for this collaborative group but would rather not?
- What kinds of things are absolutely not willing to do for this collaborative group?

Things I Am Willing to Do	Things I Can Do but Would Rather Not	Things I Cannot Do

This isn't just about what you can contribute; it's also how you can benefit from participating in this collaborative. Review the list of typical example, general collaborative benefits below:

- Visibility for your contribution and/or organization
- Networking/building important working relationships
- Possible resources to help address problems that affect you
- Increased future funding opportunities for collaborative partners
- Sense of self-worth – giving back to your community
- Being a part of accomplishments
- Gain new knowledge and skills

What are all of the possible benefits to you and/or your organization from participating in this collaborative group and, of these, which ones are "must haves" (i.e., benefits that must be in place in order for your ongoing participation) and which ones are "would like to haves" (i.e., benefits that would be nice to have but aren't critical to your ongoing participation)?

Participation Benefits "Must Haves"	Participation Benefits "Would Like to Haves"

Finally, is there anything that you need from this collaborative partnership in order to continue to participate (e.g., logistics like transportation, rotating meeting locations, sending agendas in advance of meetings, rotation of meeting notes taking, etc., or process needs like having all ideas heard, a democratic process, keeping focus on the agenda, rotation of facilitation, etc.)?
