

Self-Evaluation Tool for Action in Partnership

Description:

Questionnaire used to assess participants' perceptions of partnership functioning, including stakeholder involvement, influence on decision-making, power relations, resource mobilization, negotiation, and collective action.

Note:

This supplementary file presents the English version of the questionnaire administered in French during the study. The French questionnaire was translated into English for publication using DeepL and cross-checked against the official English version of the Self-Evaluation Tool for Action in Partnership. Minor formatting changes were made for publication, including translation of Microsoft Forms interface labels and removal of the Microsoft Forms export footer. The core items and response options of the Self-Evaluation Tool for Action in Partnership were preserved, while introductory questions were adapted to the context of the study.

Source:

Bilodeau A, Galarneau M, Fournier M, Potvin L, Sénécal G, Bernier J. Self-Evaluation Tool for Action in Partnership. English edition. Montreal; 2017.

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Self-Evaluation Tool for Action in Partnership

This tool addresses various aspects of your partnership. It allows you to express your perceptions and opinions regarding your experience within your partnership. It was designed for self-assessment purposes - that is, to be used by partnership members who voluntarily participate in the process. **Instructions for completing this questionnaire:**

- **Answer all questions for which you have an answer**
- *(one answer per question).*

* Required

1. What is the identification number that was assigned to you? *

2. Affiliation: *

- ☐ Patient partner
- ☐ Citizen
- ☐ Community organization
- ☐ Healthcare network
- ☐ Decision-maker
- ☐ Municipal sector
- ☐ Other

3. Role in the learning community: *

- ☐ Coordinating Committee
- ☐ Participant

4. How long has your organization been a member of this partnership? (In months) *

5. How long have you been a member of this partnership? (In months) *

6. In our partnership, stakeholders connected to the issue and its options for action are included as partners. *

- ☐ A_ There are not enough essential stakeholders to ensure a good understanding of the issue and to come up with appropriate options for action.
- ☐ B_ Essential stakeholders are mobilized, but the participation of other stakeholders would help us have a deeper understanding of the issue and come up with appropriate options for action.
- ☐ C_ All stakeholders needed to fully understand the issue and come up with appropriate options for action are mobilized.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

7. People with lived experience of the issue actively participate in our partnership. *

- ☐ A_ Our partnership does not include any people with lived experience of the issue or any organizations serving populations with lived experience of the issue.
- ☐ B_ People with lived experience of the issue or an organization serving populations with lived experience of the issue participate, but their point of view is rarely taken into account in decisions.
- ☐ C_ People with lived experience of the issue or an organization serving populations with lived experience participate, and they have a real influence on decisions.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

Additional files 3 - Self-Evaluation Tool for Action in Partnership

8. In our partnership, partners are actively involved in analyzing issues and developing options for action, and not in implementation alone. *

- ☐ A_ Partners are actively involved in defining issues and options for action.
- ☐ B_ Partners are involved in making decisions about options for action on issues defined by others, such as public-service institutions or funders.
- ☐ C_ Partners are only involved in implementing actions determined by others, such as public-service institutions or funders.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

9. In our partnership, community groups have a real influence on decisions. *

- ☐ A_ Community groups have as much or more influence on decisions as do institutional partners or funders.
- ☐ B_ Community groups are heard from, but their points of view are given less consideration than those of institutional members or funders.
- ☐ C_ Community groups do not influence decisions.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

10. In our partnership, partners are in a position to make decisions and commit resources. *

- ☐ A_ The majority of partners are in a position within their organization that allows them to make decisions and commit resources to the partnership.
- ☐ B_ Partners represent their organizations, but are not in a position to make decisions or commit resources to the partnership.
- ☐ C_ Partners engage primarily as individuals.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

11. In our partnership, the exchange of diverse points of view expands the possibilities for action. *

- ☐ A_ Diverse points of view are expressed without really being supported (local data, experience-based knowledge and/or studies) and without being discussed in a way that expands the possibilities for action.
- ☐ B_ Diverse points of view are expressed and supported (local data, experience-based knowledge and/or studies), but not discussed in a way that expands the possibilities for action.
- ☐ C_ Diverse points of view are expressed, supported (local data, experience-based knowledge and/or studies) and discussed, which expands the possibilities for action.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

12. In our partnership, the partners are able to identify their disagreements and discuss them. *

- ☐ A_ Partners express points of view which may diverge, and are able to discuss them openly.
- ☐ B_ Partners express points of view which may diverge, but only discuss points of potential agreement.
- ☐ C_ Only points of view that may lead to consensus are expressed and discussed.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

13. In our partnership, partners succeed in resolving their disagreements. *

- ☐ A_ When they have divergent positions, partners are able to shift position in order to compromise.
- ☐ B_ When they have divergent positions, partners rarely shift position and compromises are rare.
- ☐ C_ When they have divergent positions, partners look to avoid the subject.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

14. In our partnership, partner organizations continue to work together for the full duration of projects. *

- ☐ A_ Partner organizations leave in the middle of projects and this compromises project completion.
- ☐ B_ Turnover in partner organizations weakens or slows progress on projects.
- ☐ C_ Partner organizations continue to work together for the entire duration of projects.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

15. In our partnership, essential resources for successful action are mobilized. *

- ☐ A_ Essential resources for running projects are mobilized.
- ☐ B_ Some important resources are missing, but we still manage to make the projects work.
- ☐ C_ Some indispensable resources are missing, which compromises the project operations.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

16. Our partnership succeeds in bringing in the new stakeholders it needs to move forward. *

- ☐ A_ Partners do not really seek to engage other stakeholders who would allow the partnership to consolidate, improve, or take further action.
- ☐ B_ Partners are unsuccessful in bringing in new stakeholders needed to consolidate, improve or take further action.
- ☐ C_ Partners are successful in bringing in new stakeholders needed to consolidate, improve or take further action.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

17. In our partnership, all points of view are given equal consideration in discussions and in decisions. *

- ☐ A_ In discussions and in decisions, all points of view are considered according to their value without regard for the social status of the partners.
- ☐ B_ All partners express their points of view in discussions, but the opinions of those with more power carry greater weight in decision-making.
- ☐ C_ Only the points of view of partners with more power are taken into account in discussions and in decisions.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

18. In our partnership, everyone's part in carrying out activities is acknowledged equitably. *

- ☐ A_ Community partners' contributions to carrying out activities are acknowledged and compensated equitably.
- ☐ B_ Community partners' contributions to carrying out activities are acknowledged, but are not compensated equitably.
- ☐ C_ Community partners' contributions to carrying out activities are neither acknowledged nor compensated equitably.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

19. Partners benefit equitably from the partnership. *

- ☐ A_ All partners obtain real benefits from their involvement to carry out their own missions.
- ☐ B_ Certain partners obtain more real benefits, but all agree with this distribution.
- ☐ C_ Certain partners obtain more real benefits, and others feel shortchanged.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

20. In our partnership, partners can move beyond their own interests to find common ground in the interests of the populations they serve. *

- ☐ A_ Partners seek to meet their own interests first.
- ☐ B_ Certain partners dominate, to the point of directing the action to meet their own ends.
- ☐ C_ All partners mobilize their assets towards collective interests.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

21. In our partnership, the criteria and mechanisms for accountability (reporting to whom, when and about what) are negotiated between the funders and funded community organizations. *

- ☐ A_ Criteria and mechanisms for accountability (reporting to whom, when and about what) are negotiated between the funders and the funded community organizations, and are determined by consensus.
- ☐ B_ Criteria and mechanisms for accountability (reporting to whom, when and about what) are determined by the funders after consulting with the funded community organizations.
- ☐ C_ Criteria and mechanisms for accountability (reporting to whom, when and about what) are determined by the funders alone.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.



22. In our partnership, partners mobilize around new, holistic options for action that go beyond simple coordination of each partner's actions. *

- ☐ A_ Partners work together to build new, holistic options for action instead of only coordinating their current action plans, programs or services.
- ☐ B_ Partners focus mostly on coordinating current action plans, programs or services, but see the need to work together to develop new comprehensive options for action.
- ☐ C_ Partners are chiefly dedicated to coordinating their different action plans, programs or services.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

23. In our partnership, partners modify their actions, programs or services (what they already do) in order to arrive at new options for action. *

- ☐ A_ Partners agree to modify their actions, programs or services to facilitate the implementation of innovative projects.
- ☐ B_ Few partners agree to modify their actions, programs or services when innovative projects require it.
- ☐ C_ Each partner looks to maintain their existing actions, programs or services despite what innovative projects might require.
- ☐ D_ I don't know.
- ☐ E_ I choose not to answer.

Additional files 3 - Self-Evaluation Tool for Action in Partnership

24. If you answered "I don't know" to one or more questions, why?