



Factors Influencing Successful Collaboration

Factor	Statement	Strongly Disagree 1	Disagree 2	Neutral 3	Agree 4	Strongly Agree 5
Factors related to the CONTEXT						
History of Collaboration	Trying to solve problems through collaboration has been common in this community. It's been done a lot before.					
Collaborative group seen as a legitimate leader in the community	Leaders in the community outside the collaborative seem hopeful about what we can accomplish.					
	Others in the community who are not part of this group would generally agree that the people and organizations involved in this collaborative are the "right" ones to make it work.					
Favorable political and social climate	The political and social climate seems to be "right" for starting a collaborative project like this one.					
Factors related to MEMBERSHIP CHARACTERISTICS						
Mutual respect, understanding, and trust	People involved in our collaboration always trust one another.					
	I have a lot of respect for the other people involved in this collaboration.					
Appropriate cross section of members	The people involved in our group represent a cross section of those who have a stake in what we are trying to accomplish.					
	All the organizations that we need to be members of this collaborative group are engaged.					
Members see collaboration as in their self-interest	My organization will benefit from being involved in this collaborative.					
Ability to compromise	People in our collaborative are willing to compromise on important aspects of our project.					

Adapted from Mattessich, Paul, Marta Murray-Close, and Barbara Monsey. *Collaboration: What Makes it Work*. Amherst H. Wilder Foundation, 2001. Compiled by Barbara Wyckoff.

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Factors related to PROCESS AND STRUCTURE		
Members share a stake in both process and outcome	The organizations that belong to our collaborative group invest the right amount of time in our effort.	
	Everyone who is a member of our collaborative wants this project to succeed.	
	The level of commitment among the participants is high.	
Multiple layers of participation	When the collaborative group makes major decisions, there is always enough time for members to take information back to their organizations to confer with colleagues about what the decision should be.	
Flexibility	There is a lot of flexibility when decisions are made; people are open to discussing different options.	
	People in this collaborative group are open to different approaches to how we can do our work. They are willing to consider different ways of working.	
Development of clear roles and policy guidelines	People in this collaborative group have a clear sense of their roles and responsibilities.	
	There is a clear process for making decisions among the partners in this collaboration.	
Adaptability	This collaboration is able to adapt to changing conditions, such as fewer funds than expected, changing political climate, or change in leadership.	
	This group has the ability to survive even if it had to make major changes in its plans or add some new members in order to reach its goals.	
Appropriate pace of development	This collaborative group has tried to take on the right amount of work at the right pace.	
	We are currently able to keep up with the work necessary to coordinate all the people, organizations, and activities related to this collaborative project.	

Factors related to COMMUNICATION		
Open and frequent communication	People in this group communicate openly with one another.	
	I am informed as often as I should be about the collaboration.	
	The people who lead this collaborative group communicate well with all of the members.	
Established informal relationships and communication links	Communication among all of the people in this group happens both at formal meetings and in informal ways.	
	I personally have informal conversations about the project with others who are involved in this collaborative group.	
Factors related to PURPOSE		
Concrete, attainable goals and objectives	I have a clear understanding of what our collaborative is trying to accomplish.	
	People in our group know and understand our goals.	
	People in our collaborative have established reasonable goals.	
Shared vision	The people in this collaborative group are dedicated to the idea that that we can make this project work.	
	My ideas about what we want to accomplish with this collaboration seem to be the same as the ideas of others.	
Unique purpose	What we are trying to accomplish with our collaborative project would be difficult for any single organization to accomplish by itself.	
	No other organization in the community is trying to do exactly what we are trying to do.	
Factors related to RESOURCES		
Sufficient funds, staff, materials, and time	Our collaborative group has adequate funds to do what it wants to accomplish.	
	Our collaborative group has adequate “people power” to do what it wants to accomplish.	
Skilled leadership	The people in leadership positions have good skills for working with other people and organizations.	

Your Action Plan:

Review your answers and notice which questions you thought were most important to your collaborative. Then answer these questions:

- To survive, what aspects of your collaborative do you need to change or improve right now?
- To take advantage of upcoming opportunities, what parts of your organization do you have to change or improve right now?

After looking at this, we believe the major challenges our collaborative faces are:

In the next 6 months, we will start work on those issues by:

The specific steps we will take to carry this work forward are:

- 1: _____ Who: _____ By when: _____
- 2: _____ Who: _____ By when: _____
- 3: _____ Who: _____ By when: _____