CCN2. PARTNER INTERVIEW GUIDE

USE WHEN YOU WANT TO EVALUATE:

Outcomes :
- ✓ Networking and collaboration

Intervention types:
- ✓ Activities to improve collaboration, coordination and networking

Worked well with these populations:
- ✓ Partners with Aboriginal organizations

Interventions for:
- ✓ HIV
- ✓ STIs
- ✓ hepatitis C

DESCRIPTION

Short interview about partnership quality and collaboration with Aboriginal organizations.

WHY THIS TOOL MIGHT BE USEFUL FOR COMMUNITY-BASED INTERVENTIONS
- ✓ Assesses how partnerships contribute to the development of effective collaborative programs.
- ✓ Was developed for the context of collaboration with Aboriginal organizations, but has been adapted here so that it could be used to assess any type of collaboration.

Developed in:
- ✓ English

ADMINISTRATION, DESIGN, SCORING and ANALYSIS CONSIDERATIONS

ADMINISTRATION
- This interview should take about 30 minutes each time.
- Conduct as many interviews as possible. If there are fewer than five people to interview, consider conducting a focus group instead. Focus groups will take about 60 to 90 minutes,
- They should be conducted by someone who is not part of the program but who is knowledgeable about the program and the setting. (This is because participants may feel pressured to give positive responses.)
- Tell participants why you are using the questionnaire, being clear that it is to evaluate the intervention to help make it better, and not to evaluation or judge them.
- Participation should be voluntary, so tell participants that it is ok if they do not participate in the interview, and assure participants that there are no negative consequences if they don't want to participate. Give them a way to do something else at the same time that is similar to participating in an interview so that confidentiality of this decision is protected. (For further information on ethical considerations in carrying out evaluations, see Ethics Resources)
- This interview could be sensitive if people feel their performance is being judged, so make sure that people feel safe and know that their responses will be kept confidential.
- Either record the interviews or take notes.

 ANALYSIS
- From the notes and/or listening to the recording, write down the main ideas that come out of each question in each interview.
- Write a summary of these main themes focussing on the outcomes of the interventions for their target populations. Ideas can be important even if very few people said them.
- Illustrate the themes with quotes from the interviews.

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1. Please describe your role with [Project, Agency]. How long have you worked with [our organization] in general? How long have you been involved in this project?

2. How would you describe the partnership with [our organization]?

3. What value would you say the partnership brings to your organization? To your clients? Can you provide an example?

4. Have you developed any new policies or procedures as a result of this collaboration?

5. Is there anything unique about this partnership as compared with other partnerships?

6. How has the project increased your or your staff's knowledge around Aboriginal culture and traditions? Please provide specific examples.

   How has the project increased your or your staff's knowledge around [the culture and traditions of the target populations]? Please provide specific examples.

   How has the project increased your or your staff's knowledge around [the lives and needs of the target populations]? Please provide specific examples.

7. How are the [services] delivered in partnership making a difference in this community? What is the most significant ongoing impact? What other impacts do you anticipate seeing over the longer-term?

8. Are there others in the community who would benefit from these [services] that are not currently being reached?
   - How do you know?
   - How would they be reached?

9. What would improve the project? Probe for specifics in terms of content, communication, outreach, roles, resources, collaboration, etc.

10. Other comments?

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