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Annual Collaboration Survey

The Capacity Building Centers: Between and Within Service Levels (universal, constituency, and tailored)

The following questions explore your perception of internal collaboration efforts that have occurred within your own center in the past year, **including** your **overall perception** of items or events that may vary within your Center both over time and by type.

Notes:

1. **Your center** refers to **all full time or part-time staff**, as well as **full or part-time consultants, sub-contractors, and organizational partners** affiliated with your center.
2. **Leadership** includes all leadership types and levels or members of a leadership team who could reasonably be expected to support the activities referred to in the relevant question.
3. **Service levels** include your perception of all services and products that **you have AND have not participated in developing or delivering**. All Centers are involved in the development and delivery of each of the following, although how far along they are may vary:
 - Universal Services** - include all products and services, often but not limited to websites and print products, designed to increase awareness and understanding of current and emerging child welfare issues, and promote engagement among a broad audience of agency and court professionals
 - Constituency Services** - include all products and services, often but not limited to learning experiences and peer networking, designed to increase awareness and understanding, enhance knowledge, skills, and relationships among groups of professionals and cohorts of jurisdictions
 - Tailored Services** - include all products and services designed to help individual States, Tribes, and territories assess and plan for their needs, develop the capacity to improve performance, and achieve positive outcomes for children and families
4. **Not Applicable** as a response - There is no option to answer not applicable, as questions have been designed to be applicable to all participants. It is anticipated that the extent to which participants disagree or agree with statements will change from year to year, dependent on the focus of collaborative activity within and across Centers during any given year.

Please indicate, according to the scale below, the extent to which you agree or disagree with the following statements.

	Strongly Disagree	Disagree	Somewhat Disagree	Neither Agree nor Disagree	Somewhat Agree	Agree	Strongly Agree
Leadership and Structure							
My center's leadership facilitates effective internal collaboration across all of the full and part-time staff, consultants, sub-contractors, and organizational partners affiliated with my center.							
My center's leadership facilitates effective internal collaboration around the development and delivery of universal products and services.							
My center's leadership facilitates effective internal collaboration around the development and delivery of constituency products and services.							
My center's leadership facilitates effective internal collaboration around the development and delivery of tailored services.							
My center's leadership facilitates effective collaboration across the three levels of services and products (universal, constituency, and tailored).							
My center is organized and structured in a way that supports collaboration across the three levels of service (universal, constituency, tailored).							
My center plans its universal, constituency, and tailored service strategies so that they will be complementary and increase the effectiveness of one another.							
The structures and processes that my center has in place support effective internal collaboration.							
People in my center use established structures and processes for internal collaboration.							
Communication and Relationships							
People in my center communicate openly and clearly with one another.							
My center's leadership regularly communicates information on internal progress and changes to all members of the Center.							
I think that I am informed as much as I should be about what goes on in my center.							
I think that I am informed as much as I should be about what goes on at the other two Centers.							
I get as much information as I need to collaborate in a way that is consistent with the intention and priorities of the Children's							

	Strongly Disagree	Disagree	Somewhat Disagree	Neither Agree nor Disagree	Somewhat Agree	Agree	Strongly Agree	
Bureau.								
My center's leadership facilitates sufficient opportunities for me to collaborate with experts within my center for my work.								
I am aware of opportunities to collaborate with other staff and consultants at my center on all areas that are relevant to my work.								
When I have collaborated on a product or service within my Center, I have been invited to be involved in each stage of the development to the extent that I thought was necessary.								
When I have collaborated on a product or service within my Center, I have had the time to be involved in each stage of the development to the extent that I thought was necessary.								
I have built relationships with all the members of the collaborative within my own center who can support or inform my work.								
Research								
My center models data-driven decision making by consistently using an identified set of data sources to guide collaboration and set priorities.								
My center models data-driven decision making by consistently using an identified set of data sources to track achievement of our goals.								
Cultural Responsiveness								
My center collaborates with individuals who are culturally knowledgeable in order to consider the needs of all groups that we serve.								
My center brings individuals who are culturally knowledgeable into our collaborative process in order to learn about the best practices identified for all the groups we serve.								
As a result of collaborating with individuals who are culturally knowledgeable, my center has been able to develop culturally responsive and relevant capacity building services for the agencies and systems we seek to help.								
Coordination								
Staff and consultants within my center perform integrated and complementary activities that increase likelihood that each other's services will be effective.								

	Strongly Disagree	Disagree	Somewhat Disagree	Neither Agree nor Disagree	Somewhat Agree	Agree	Strongly Agree
Staff and consultants within my center work together in coordinated manner to avoid duplication of efforts and maximize resources.							

What challenges have you experienced to collaborating with others in your center?

What has helped you collaborate with others in your center?

How could individuals in your center collaborate more effectively?

The Capacity Building Collaborative (the Collaborative)

The following questions explore your perceptions of collaboration efforts within the Capacity Building Collaborative (the Collaborative) in the past year, **including** your **overall perception** of items or events that may vary across the Collaborative both over time and by type.

Notes:

1. **The Collaborative** refers to the three Children’s Bureau-funded centers (i.e., the Center for Courts, Center for Tribes, and Center for States) and their leadership, staff, and consultants.
2. **Leadership includes all leadership types and levels or members of a leadership team** who could reasonably be expected to support the activities referred to in the relevant question.
3. **Service levels** include your perception of all services and products that **you have AND have not participated in developing or delivering**. All Centers are involved in the development and delivery of each of the following, although how far along they are may vary:

Universal Services – include all products and services, often but not limited to websites and print products, designed to increase awareness and understanding of current and emerging child welfare issues, and promote engagement among a broad audience of agency and court professionals

Constituency Services – include all products and services, often but not limited to learning experiences and peer networking, designed to increase awareness and understanding, enhance knowledge, skills, and relationships among groups of professionals and cohorts of jurisdictions

Tailored Services - include all products and services designed to help individual States, Tribes, and territories assess and plan for their needs, develop the capacity to improve performance, and achieve positive outcomes for children and families

4. **Not Applicable** as a response - There is no option to answer not applicable, as questions have been designed to be applicable to all participants. It is anticipated that the extent to which participants disagree or agree with statements will change from year to year, dependent on the focus of collaborative activity within and across Centers during any given year.

Please indicate, according to the scale below, the extent to which you agree or disagree with the following statements.

	Strongly Disagree	Disagree	Somewhat Disagree	Neither Agree nor Disagree	Somewhat Agree	Agree	Strongly Agree
Coordination							
The Centers share a common understanding of how and when they will collaborate.							
The Centers are effectively working together to assess needs, engage systems and agencies, and build capacity.							
The Centers perform integrated and complementary activities that increase the likelihood that each partner’s services will be effective.							

	Strongly Disagree	Disagree	Somewhat Disagree	Neither Agree nor Disagree	Somewhat Agree	Agree	Strongly Agree
The Centers work together in a coordinated manner to avoid duplication of efforts and leverage resources.							
The Centers work together to jointly plan product development and dissemination.							
The Centers work together to jointly plan training and peer networking events.							
The Centers work together to jointly plan tailored services.							
The Centers work together to jointly deliver products.							
The Centers work together to jointly deliver trainings and peer networking events.							
The Centers work together to jointly deliver tailored services.							
Structure							
The Collaborative is organized and structured in a way that supports collaboration across the three Centers.							
The structures and processes that the Collaborative has in place support effective collaboration.							
People in the Collaborative use common structures and processes for collaboration.							
Communication and Relationships							
People in the Collaborative communicate openly and clearly with one another.							
The Collaborative has an established process for communication between in-person Cross-Center meetings.							
The Collaborative's leadership group regularly communicates information on general progress and changes to all members of the collaboration.							
I think I am informed as often as I should be about what goes on in the Collaborative.							
I am aware of opportunities to collaborate with staff and consultants at the other two centers on all areas that are relevant to my work.							
When I have collaborated on a product or service with members of the Collaborative outside of my Center, I have been invited to be involved in each stage of the development to the extent that I thought was necessary.							
When I have collaborated on a product or service with members of the Collaborative outside of my Center, I have had the time to be involved in each stage of the development to the extent that I thought							

	Strongly Disagree	Disagree	Somewhat Disagree	Neither Agree nor Disagree	Somewhat Agree	Agree	Strongly Agree
was necessary.							
I think I have established relationships with all the members of the collaborative from the other two centers who can support or inform my work.							
Research							
The Collaborative models data-driven decision making by consistently using an identified set of data sources when setting priorities.							
The three centers work together to identify and use available research to inform their selection of capacity building strategies.							
The three center work together to integrate data that informs jurisdiction-specific assessments.							
The Collaborative models data-driven decision making by consistently using an identified set of data sources to track achievement of our goals.							
Cultural Responsiveness							
The Collaborative engages individuals who are culturally knowledgeable in its collaborative work in order to consider the needs of all groups that we serve.							
The Collaborative integrates individuals who are culturally knowledgeable into our collaborative process in order to learn about the best practices identified for all the groups we serve.							
As a result of collaborating with individuals who are culturally knowledgeable, the Collaborative has been able to develop culturally responsive and relevant capacity building services for the agencies and systems we seek to help.							

What challenges have you experienced to collaborating with others across the Collaborative?

What has facilitated collaborating with others across the Collaborative?

How could the Collaborative collaborate more effectively?

Collaboration Network Questions

The following section is intended to estimate the **frequency** and **type** of collaboration that is taking place across and within centers by **area**.

Notes:

- Area** refers to the general area in which an individual(s)'s subject matter expertise is being applied. Please respond to the following questions according to your perception of **the primary context** or role of the person/s with whom you collaborate. For example, if most of your collaboration with an agency evaluator is in the context of their role of providing expertise on CQI for CIPs, States, or Tribes, then you would respond to the collaboration questions for the CQI expert. However, if most of your collaboration with that individual is relevant to their role evaluating the agency intervention, then you would respond to the collaboration questions for evaluation staff. If your time collaborating with that individual is evenly split, please complete both sections.
- Frequency** refers to the general frequency over the course of year with which you work with the person(s) on a range of activity types, not the total amount of collaborative work being done. Although you may work with some individuals less frequently, but with high intensity (just once a year, but every day for a week), the primary goal of these questions is to determine how often Center staff and consultants work with each other on certain types of activities.
- Activity type** refers to an array of collaborative activities, ranging from simple communication to complex, planned collaboration.

Coordinated products and services may share a common goal but are largely **planned, developed or delivered in separate or siloed activities or processes**, although they may be shared for review and revision during or after development. These include any websites, print products, learning experiences, peer networking events, or any part of tailored services.

Joint products and services also share a common goal, but are **always planned and often developed together**, and often pool resources and identify and evaluate outcomes together. These include any websites, print products, learning experiences, peer networking events, or any part of tailored services.

For the following individuals within each Center, please indicate your involvement and interaction agencies by indicating: (1) if you worked with the individual(s) at all in the past year – yes or no, and if yes, (2) if yes, estimate how often you worked together on various activities, on a scale of 1 to 5 (never, less than once a month, once a month, once a week, daily). How often in the past year did you:*

	Work at all with: (y/n)*	Participate in workgroups:	Share information or data:	Coordinate plans for addressing common issues and concerns:	Coordinate service delivery with:	Create joint services :	Implement joint service delivery :
Center for Courts, consultants or							

	Work at all with: (y/n)*	Participate in workgroups:	Share information or data:	Coordinate plans for addressing common issues and concerns:	Coordinate service delivery with:	Create joint services:	Implement joint service delivery:
experts in the area of:							
• ICWA							
• Tribal Issues							
• CFSRs							
• Public Law 113-183, the Preventing Sex Trafficking and Strengthening Families Act							
• CQI for the Court Improvement community							
• Evaluation for Center for Courts, not already referenced							
• Other staff, formal full or part-time partners, or consultants with the Center for Courts							
Center for Tribes Consultants or experts in the area of:							
• Permanency							
• Evaluation staff with the Center for Tribes							
• Other staff or consultants with the Center for Tribes							
Center for States, consultants or experts on:							
• Adoption/ Guardianship							
• Child Protection							
• Youth Development							
• Foster Care							
• Child Welfare							

	Work at all with: (y/n)*	Participate in workgroups:	Share information or data:	Coordinate plans for addressing common issues and concerns:	Coordinate service delivery with:	Create joint services:	Implement joint service delivery:
Information Systems							
• In-home Services / Family Preservation							
• State/Tribal Partnerships							
• State Agency-Court Topics							
• Public Law 113-183, the Preventing Sex Trafficking and Strengthening Families Act							
• Title IV-E Waiver							
• Capacity Building Steps							
• CQI for the States							
• Evaluation for the States							
• Other evaluation for the Center, not already referenced							
• Other staff or consultants with the Center for States							

Please indicate the mode of collaboration for the activities listed below, on a scale of 1 to 7 (1=single person email, 2=group email, 3=one-on-one phone calls, 4= conference calls, 5=virtual meetings, 6=small meetings in person, 7= large meetings in-person):

	Participate in workgroups:	Share information or data:	Coordinate plans for addressing common issues and concerns:	Coordinate service delivery with:	Create joint services:	Implement joint service delivery:
• Primary mode of collaboration						
• Most effective mode of collaboration						