



Saskatchewan Municipal

Management Resource

Evaluating Your Local Partnership Initiative

Where should your partnership focus its priorities? What role does the partnership have in addressing the challenges identified? How well is the partnership doing in its role to meet those challenges?

Your partnership should use strategic planning to try to answer these and other questions. This process and how these questions are answered become your roadmap to the future.

Once your partnership or initiative strategic plan has been developed and is up and running, you will want to assess its progress. The following table suggests a number of questions to help identify how well your partnership has been planned and implemented.

Part 1: Assessing the Total Partnership or Initiative

Items to Review/Questions To Ask	Met	Needs Work	N/A
1) The partnership's purpose and activities meet community needs.			
2) The planning process has solid participation from key stakeholders to other relevant community members and organizations and a) The partnership expresses its values in a mission statement, which is reflected in its activities, and is communicated by its stakeholders b) Members of the partnership periodically review the mission statement and make necessary changes to reflect current circumstances c) The partnership has developed a strategic plan, in writing, to serve as a roadmap to achieve its mission			
3) The partnership frequently evaluates, by seeking and engaging community input, whether its mission and activities provide benefit to the community.			
4) The plan developed for the partnership gathered and analyzed information about both the internal and external situation.			
5) The plan being pursued by the partnership identifies community needs and the partnership's strengths, weaknesses, opportunities and threats.			
6) The outcomes of the planning process clearly identify the critical issues facing the partnership.			
7) The strategic plan expresses clear goals and readily measurable objectives for the partnership.			
8) All of the partnership's activities can be clearly linked to words used in the mission statement.			

9) The priorities of the partnership are clearly written in the plan, along with realistic timelines for their achievement.			
10) The partnership's plan has a clear process to evaluate the progress of the plan, along with a procedure to keep the plan up to date.			
11) The action plans of the partnership have adequate resources allocated to them such that they can be achieved on time, on budget.			
12) All members of the partnership and key stakeholders are fully aware of the plan, and understand the contents.			

Part 2: Assessing Partnership Activities

Items to Review/Questions To Ask	Met	Needs Work	N/A
1) Activities are consistent with the partnership's mission and overall strategic plan.			
2) The partnership openly keeps the public informed about its activities and progress.			
3) Members of the partnership and key stakeholders, including the community, have the opportunity to participate in developing and implementing the partnership's priorities.			
4) Satisfactory resources have been allocated to the partnership's activities to make sure that the goals and objectives can be reached.			
5) Persons implementing the plans of the partnership have appropriate training and skills to successfully achieve desired outcomes.			
6) Each activity undertaken by the partnership has clearly established methods with which the actions can be monitored and evaluated.			
7) The partnership readily consults and collaborates with other organizations in order to achieve the highest level of success possible.			

Part 3: Assessing the Partnership's Evaluation Process

Items to Review/Questions To Ask	Met	Needs Work	N/A
1) On an annual basis, or more often, the partnership evaluates its progress toward achieving desired goals.			
2) Stakeholders are actively involved in evaluating the progress of the partnerships.			