PARTNERSHIP READINESS ASSESSMENT TOOL TRAINING

Washington SNAP-Ed Evaluation Training
Federal Fiscal Year 2022

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Purpose of the Partnership Readiness Assessment (PRA) tool
When to use the PRA tool
How to use the PRA tool
  o PRA tool walk-through
Reporting PRA results in PEARS
Resources recap
Purpose of the PRA tool: Background

- PEAS Pilot lessons
  - Certain depth of partnership is needed for PSE work.
  - No one assessment tool that fits SNAP-Ed needs.

- Created a SNAP-Ed specific tool
  - Based on existing partnership assessment tools.
  - Tailored to fit WA SNAP-Ed.
1. To assess the depth of a partnership.

2. Is it strong enough to move into PSE Work?
When to use the PRA tool

- **Best Practice Use**
  - Before approaching a PSE partner.
  - Use especially with new partners.

- **Additional Uses**
  - During or following a big, multi-year PSE project.
  - “Get a pulse” on relationship progress.
How to use the PRA tool

Where can I find the PRA tool?

→ SNAP-Ed website (https://wasnap-ed.org/)
   → Evaluation page
      → Guidance Documents section
         → Partnership Evaluation Resources section

Currently available resources

○ PRA guide
○ PRA tool
○ PRA training video and slide deck
How to use the PRA tool

- **Overview of PRA tool sections**
  1. Shared Goals and Vision (4 questions)
  2. Communication and Commitment (4 questions)
  3. Relationships (4 questions)
  4. Score, Results and Recommendations
   - Show within the PRA tool and emailed to you.
   - Automatically emailed to SNAP-Ed Evaluation Team.

- **Before you start assessing a partnership**
  - Set aside 15-20 minutes of time per assessment.
  - One assessment per partnership.
  - Questions can’t be skipped – marked with asterisks.
How to use the PRA tool: Walk-through
How to use the PRA tool: Walk-through

SNAP-Ed Partnership Readiness Assessment

Welcome to Washington State SNAP-Ed Partnership Readiness Assessment. This tool was designed to gauge your readiness to engage with your partner on SNAP-Ed projects.

There are 12 questions.

After you have submitted your responses, a summary of your results along with recommendations will be provided.
How to use the PRA tool: Walk-through

Section 1: Shared Goals and Vision

1. I understand what our partnership is trying to accomplish.

2. Our partnership has established reasonable goals.

3. People in our partnership understand our goals.

4. My partners and I have similar ideas about what we want to accomplish.
How to use the PRA tool: Walk-through

Section 1: Shared Goals and Vision - Answers

Sample of the answer options:

- I do not understand what our partnership is trying to accomplish at all.
- I understand what our partnership is trying to accomplish a little.
- I kind of understand what our partnership is trying to accomplish.
- I mostly understand what our partnership is trying to accomplish.
- I completely understand what our partnership is trying to accomplish.
Section 2: Communication and Commitment

5. People in this partnership communicate openly with each other.

6. People in this partnership communicate regularly with each other.

7. The people in this partnership are dedicated to working together.

8. The people in this partnership invest enough time to accomplish collaborative projects.
How to use the PRA tool: Walk-through

Section 2: Communication and Commitment - Answers

Sample of the answer options:

- People in this partnership do not communicate openly.
- People in this partnership rarely communicate openly.
- People in this partnership sometimes communicate openly.
- People in this partnership usually communicate openly.
- People in this partnership always communicate openly.
How to use the PRA tool: Walk-through

Section 3: Relationships

9. Our organizations have worked together before.

10. The people in our relationship trust each other.

11. I have a lot of respect for the people in this relationship.

12. This partnership can adapt to changing conditions, such as fewer funds than expected, changing political climate, or change in leadership.
How to use the PRA tool: Walk-through

Section 3: Relationships - Answers

Sample of the answer options:

- Our organizations have not worked together at all.
- Our organizations have worked alongside each other, but not collaborated.
- Our organizations have worked together collaboratively before.
How to use the PRA tool: Walk-through

Partnership Readiness Tool Results

Thank you for completing the Partnership Readiness Assessment Tool. After you press submit, your results will be shown on the next page.

Please enter your e-mail below, and a copy of your results will be sent to you.

E-mail address *

Add an email address of your choice.
How to use the PRA tool: Walk-through

Partnership Readiness Assessment Score: 46

Shared Goals and Objectives: This is an area of weakness in your partnership.

There is a lack of alignment between your goals and those of your partner(s). It may be beneficial to meet to discuss what each of your goals are for this partnership, what you hope to get out of working together, and what brought you together in this partnership. Take the time to write down your shared goals. Consider creating a logic model—working back from your shared goals, citing inputs, activities, and outputs may help you and your partner to brainstorm steps you can take to achieve your shared goals.

To learn more about how to make a logic model, please visit this guide made by the CDC. The guide provides a walk-through on what a logic model is and how to create one. If the previous link does not work, paste the following URL into your browser:

https://www.cdc.gov/eval/steps/step2/index.htm

A score, outcomes, and recommendations are immediately available.
How to use the PRA tool: Walk-through

Partnership Readiness Assessment Tool

SNAP-Ed Evaluation <noreply+70cc96c11d5c249d@formstack.com>
To: Sennhauser, Toli (DOH)

Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

External Email

Thank you for completing the SNAP-Ed Partnership Readiness Assessment Tool. Your results are included in this e-mail.

We would recommend saving this e-mail as a pdf for your records, and to upload into PEARS. If you have any questions about these results, please reach out to the SNAP-Ed Evaluation Team at SNAPedEvaluation@doh.wa.gov

Partnership Readiness Assessment Tool Score (this should only be used for PEARS reporting): 46

Shared Goals and Objectives: This is an area of weakness in your partnership

There is a lack of alignment between your goals and those of your partner(s). It may be beneficial to meet to discuss what you hope to get out of working together, and what brought you together in this partnership. Take the time to write down your goals—working back from your shared goals, citing inputs, activities, and outputs may help you and your partner to better develop shared goals.

The same score, outcomes, and recommendations will be sent to the email address you provided.
Reporting PRA results in PEARs

Next steps

- Save the email as a PDF for your records.
  - Recommended file title: PRA_Partner Name_ YYYY-MM-DD
- Upload the PRA tool results into PEARS.
Steps in PEARs

**Partnership module** → pull up the partner assessed

1. **General Information** section
   - File attachments → attach PDF file of PRA assessment results

2. **Evaluation** section
   - Assessment tool used → Select “Other”
   - Assessment tool other → Enter “WA SNAP-Ed Partnership Readiness Assessment”
   - Brief description of results → Enter date and score of PRA
   - Remaining text boxes on this page → Enter “none”
Resources Recap

WA SNAP-Ed website

- Evaluation page – Guidance Documents section
  - Partnership Evaluation Resources section

- Currently available resources
  - PRA guide
  - PRA tool
  - PRA training video and slide deck

If you still have questions after reviewing this video and the materials listed above, email the evaluation team at SNAPEdEvaluation@doh.wa.gov.

Make sure to cc your IA!
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1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or

Fax: (833) 256-1665 or (202) 690-7442;

Email: program.intake@usda.gov.

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