**Coalition Survey Report - Review and Action Plans**

**DATE of Review\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| Coalition members participating in the review: |

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1. First, compare the number of people in your coalition to the number of members who completed the survey. Your results will be more helpful if most of the members completed it. You may especially be interested in making sure ***in***active members take it. ***If you want to increase participation the next time the coalition takes the survey, what steps will you take?***
   1. **ACTION STEPS**
   2. **Who will be responsible for monitoring the action steps?**

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| Review your coalition survey report |

1. The coalition survey is divided into 14 “domains” or topics. For each domain, there are four or more questions that address “attributes” of that domain. Look at domain scores and the individual attribute scores. Among members of the coalition, discuss your scores, and use the conversation as the basis for making plans to strengthen the coalition and ensure its sustainability. Provided below are tables to keep track of this discussion and the plans it generates.

In order of priority, list at least three domains that your coalition identifies as the strongest and most important to the coalition. For each domain, list three attributes within each domain that you identify as coalition strengths, and at least one action step that you will take (or may need to take) to sustain your strength in that domain.

**EXAMPLE**

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| Strongest/most important coalition domain: *Outreach and Communication* |
| Coalition strength:  *Our coalition works effectively with local media outlets.* |
| Steps to ensure of the sustainability of that attribute:  *Continue to provide timely and well-produced news releases and when members of the media ask us for information we provide it quickly, following up on any unanswered questions. The media workgroup should be recognized for their excellent efforts.* |

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| 1. Strongest/most important coalition domain: |
| Coalition strength: |
| Action step to ensure the sustainability of this attribute/strength: |
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1. In order of priority, list at least three domains that your coalition identifies as needing work. For each domain, list the three attributes within that domain that you want to work on (coalition weakness or gap). Reflect on reasons why your coalition may not be very strong on these attributes. Then develop an action step that you will take to improve each weakness or gap. Finally identify the target dates and milestones\* that the coalition will work toward to achieve the action steps.

[\*Milestones: Think of a milestone like a marker along the road to see if you have made progress toward your goal.]

**EXAMPLE**

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| Coalition domain that needs work: *Cultural competence* |
| Coalition weakness or gap:  *Our membership does not reflect the cultural makeup of the community. There is a fairly large Vietnamese community with whom we have been unsuccessful in engaging.* |
| Action steps:  *There are Vietnamese merchants who are close to our high school. (1) First we will reach out to those merchants to see how we can support cultural activities. (2) The school district has a program for working with parents who do not speak English well. Those parents might be particularly concerned about their teenagers in this American culture, so we will help to connect them with appropriate workshops. Perhaps that will help us to get coalition representation to support that type of activity.* |
| Target dates and milestones:  *Our special projects workgroup will work with our membership workgroup to make initial contacts before the start of the school year. Our first milestone will be a calendar of the cultural events with suggestions about how we may be able to support some of the events. Second, we will have at least one person who will attend coalition meetings to discuss concerns among the parents in this community.* |

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| Action steps: |
| Target dates and milestones: |
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