

**Interview Guide for Self-Reflection and Evaluation of CBPR Partnerships: Version, 2017:
Adapted from Research for Improved Health: A Study of Community-Academic Partnerships**

□ **I. Introduction**

Thank you so much for agreeing to help us evaluate your partnership. You are being asked to participate because you are a valued member and partner. The purpose of these interviews is to facilitate a reflection and self-evaluation of the partnership by its members. We are asking these questions to learn about your experiences, so that we can better understand how the partnership is doing, and how it can be improved to better meet its mission of promoting health and well-being within the community.

This partnership is very invested in learning from the experiences of its members. The quality of an evaluation like this relies on participants' openness and willingness to share their experiences, both positive and negative.

We value your insight and expertise, so we'd like you to share, in your own words, the successes, any challenges, as well as any outcomes that you feel may have come from this partnership. The interviews will be transcribed by a third party vendor. The data from these interviews will be analyzed by the evaluation partners at _____. The partnership will receive the overall results and will not see individual interview responses.

□ **II. Individual Background** *(keep this section brief)*

First we are going to talk a bit about you and your involvement in the partnership.

1. Tell me how you came to be involved in _____. What motivated you to start working with the partnership?
2. Are you representing an organization in the partnership or are you participating as yourself? (If representing an organization, which one? _____)
3. Tell me about your role and the work you are doing in the partnership? (keep brief)

III. Context for All Communities

Next we will talk specifically about your community and/or your organization's partnership with _____.

4. **(If you are representing an organization):** In thinking of your organization and its participation in the partnership- what kinds of strengths, assets, skills, and/or resources do you think your organization brings to the partnership? Probe: Can you provide an example (s)?
5. **(If you are representing an organization):** What challenges or limitations did your organization have when you first joined the partnership? Probe: Can you provide an example (s)?

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6. What should we know about your community (its strengths or challenges) to help us better understand its involvement with the partnership? Probe: Can you provide an example (s)?
7. How do you think (*academic partner*) was perceived in the community when you started with the partnership? How do you think it is perceived now?

IV. Partnership/Group Dynamics

Next we are going to talk a bit more about how the partnership works together as a group.

8. Can you describe how members of the partnership work together? What has gone well in your meetings and in getting your tasks done; and what have been the challenges?
9. Given the diversity represented within the partnership, how are membership needs and interests met? For example, when a group of people with such diverse backgrounds meets, how are differences managed to enable the partnership to move forward?
10. Trust is a necessary part of partnerships. Please share an example of a situation that **strengthened trust** within the partnership?
11. How about an example of a situation that **challenged trust** within the partnership?
12. Think back to when you began your involvement with the partnership. What did trust look like then versus now? Has it changed? How?
13. Tell me about the leadership within the partnership. Who are the leaders?
14. In terms of leadership styles or approaches-- what's worked well? (Probes: in terms of how partnership resources have been managed, or guiding the direction, decision-making, etc.)
15. What has not worked as well?
16. (If this hasn't come up earlier): How are decisions about partnership issues made within _____?
17. What works well in the decision-making process?

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18. What's not worked as well?

19. (IF NOT ALREADY ADDRESSED): Can you talk a little about how you deal with conflict in the group? What has worked well? What's not working well?

20. We are interested in how communication works among the membership. Tell me how communication works in the group. For example, if you wanted to raise an issue or influence the direction the partnership takes related to a project, how would you go about that?

21. Who are the people in the partnership that you have the most contact with?

22. Thinking about everything we just talked about, what could be done to improve how the partnership functions and works together?

23. What do you see as your role in these changes?

V: Intervention & Research Design

Since _____ research projects have focused on interventions, next we will talk about the process of developing and implementing these projects or interventions.

Which projects have you been involved in? (_____).

Let's talk about your experience with one of the projects, whichever one you choose, or feel you know best. Which one would you like to talk about? _____

24. In what ways did knowledge and experience from the community influence the project?

25. In what ways has knowledge from previous research, "evidence" and "best practices" from around the country influenced your project/intervention?

26. Think about how community members and/or community-based organizations have been involved in research processes. Tell me about the role they play in each step of the process, i.e., from proposing the research questions to research design and intervention. (For example, recruitment, data collection, analysis, and interpretation?)

27. How have project findings been shared with the community? What other ideas do you have for communicating results?

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28. How do you think using a CBPR approach has influenced the work of the partnership towards achieving the project's goals?

VI. Intervention and Policy Outcomes

Next we will talk about outcomes of the project we have been discussing and of the partnership in general.

29. Staying with the project now-- what outcomes or benefits have you seen or do you expect to see as a result of the intervention?
30. Do you think the community is aware of the benefits or intended benefits of the project? How?
31. Do you think this project has contributed to any practice or policy changes at the community level? If so, how? What strategies were used to promote this change? (i.e. presenting data, telling stories)

For the rest of the interview, we will switch back to discussing the partnership as whole, rather than the individual project.

32. **(If you are an organizational partner):** How has participation in the partnership changed your organization? (i.e. new capacities or skills? New practices or policies?)
33. **(If you are a university partner):** How has the partnership changed the way the university does business? (i.e. any of its policies or practices in doing research with communities?)
34. As an individual, how have you benefitted from being a member of the partnership?
35. How has the partnership impacted the health status of the community? What are some specific examples?

VII. Partnership Outcomes

- We now want to dig a little deeper into partnership outcomes that you are hoping to achieve through your work with _____.

36. What would you say have been the most important successes for the partnership?

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37. Like many CBPR partnerships, _____ relies heavily on individuals and organizations volunteering their time and resources. Where do you think things stand in terms of sustainability for the partnership?

38. What would make the partnership more sustainable?

VIII. Summary

We're coming to the end now, and I have just two more questions for you.

39. If another group were going to start this kind of partnership, what kinds of things would you tell them in order to help them be successful?

40. Is there anything else you'd like to add?

We would like to express our sincerest gratitude for sharing your thoughts and experiences with us here today. Your time and devotion are truly appreciated, respected and matter. Many thanks!!

Please do not circulate without permission. For permission and more information, contact Dr. Nina Wallerstein via email: NWallerstein@salud.unm.edu.

**More information and materials can be found on the web at:
<http://cpr.unm.edu>**

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