Spider Web Analysis Tool for Collaboration
Definitions of Foundational Elements of Collaborative Process

Communication: the collaboration has open and clear communication. There is an established process for communication between meetings. Common language is used by all those participating in the collaboration.

Sustainability: the collaboration has a plan for continued focus on the desired outcomes, sustaining membership, and resources. This involves membership guidelines relating to terms of office and replacement of members.

Research and Evaluation: the collaboration has focused on it's outcomes, identified impacts, and conducted a needs assessment to establish its goals. Additionally, data is continually collected to establish that goals have been met.

Political Climate: the history and environment surrounding leadership, power, and decision making is positive. Political climate may be within the community as a whole, systems within the community or networks of people

Resources: the collaboration has access to needed resources. Resources refer to four types of capital: environmental, in-kind, financial, and human.

Catalysts: the collaboration was started because of an existing situation or crisis. A comprehensive approach was required to effectively address the situation or crisis.

Policies/Laws/Regulations: the collaboration has changed policies, laws, and/or regulations that allow the collaboration to function effectively and efficiently.

History: the community has a history of working cooperatively and solving problems.

Connectedness: members of this collaboration are connected and have established informal and formal communication network at all levels.

Leadership: the leadership facilitates and supports team building, and capitalizes upon diversity and individual, group and organizational strengths

Community Development: this community is mobilized to address important issues. There is a communication system and formal information channels that permit the exploration of issues, goals and objectives.

Understanding Community: the collaboration understands the community, including its people, cultures, values, habits, and traditions