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CBPM for Policy Development Readiness Checklist

1. Foundation for Success

_____ Has the coalition selected a public health problem as their focus for work together?

_____ Have coalition members agreed to work together to address this problem?

_____ Have coalition members agreed to advocate for policy change as part of their effort to combat the problem?

_____ Have policies been shown to effectively impact the problem? Is there evidence that policies can make a difference?

_____ Are coalition members interested in learning a new system for selecting policies proven effective elsewhere and work together to enact them the local community or state?

2. Leadership

_____ Does the coalition have a person who is willing to champion the process (e.g., convene meetings, recruit members, facilitate discussions)?

_____ Do other coalition members and program champion share the same vision?

_____ Can the program champion invest adequate time in the project to assure quality design, dissemination and evaluation? (Hours will vary but could average 10 hours a week.)

3. Staffing

_____ Does the coalition have access to staff that will provide support services?

_____ Is there an agency willing to serve as the fiscal agent if funds are obtained for the program?

_____ Is this "lead agency" trusted by other coalition members and community?

_____ Is the lead agency able to provide in-kind resources (phone, mailing, printing, etc.) to coordinate and support the coalition?

4. Special Expertise or Resources

Does the coalition have members or access to consultants with expertise and/or experience in:

- _____ Marketing or social marketing
- _____ Listening to the opinions of others/conducting research
- _____ Talking with decision makers
- _____ Writing policy briefs or letters to the editor

5. Collective Efficacy

- _____ Do coalition members believe they can work together to tackle the problem?
- _____ Do coalition members share a vision and goals?
- _____ Does the coalition have a system for making decisions that its members accept?
- _____ Does the coalition have a system for resolving conflict?