

EXAMPLE:

Cultural Exchange Survey for Community Boards*

The next two pages are an example of the **Community Board** version of the Cultural Exchange Survey.

*The following survey questions were adapted by the JEAP Initiative team from:

Palinkas, L. A., Garcia, A., Aarons, G., Finno-Velasquez, M., Fuentes, D., Holloway, I., & Chamberlain, P. (2018). Measuring collaboration and communication to increase implementation of evidence-based practices: The cultural exchange inventory. *Evidence & Policy, 14*(1), 35-61.
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ANNUAL SURVEY

for Community Boards

We are grateful for your service, and we have been inspired by your passion and unique expertise on the Board. As part of this project, we want to evaluate how the collaboration is going with the Community Board and the research team engaging with you. This helps us improve, so we appreciate your honest feedback.

This brief survey asks about the exchange of ideas between (A) you and your fellow Board members and (B) you and the research team. **[If applicable, specify the name of this team.]**

Please think back on the last three or so Board meetings/activities when answering these questions. As a reminder, during these past few meetings/activities, the Board... **[Provide a short summary of what the recent meetings/activities have consisted of to help jog their memory.]**

Survey Instructions

Please answer in the way that best describes your interactions. If a statement doesn't seem to quite fit your situation, please still answer to the best of your ability.

1. Using a scale of 1-6, with 1 = Not at all and 6 = A great deal, please indicate to what extent you agree with the following statements.
 - a. I believe I have a clear understanding of what this collaboration is trying to accomplish.
 - b. I feel committed to this work.
 - c. I believe I am devoting the right amount of time and energy to maintain this collaboration.
 - d. During the time I have been on the Board, I feel that my contributions have made an impact.

Next, there are two sets of questions:

A. The first set is related to your fellow Board members (Community Board).

B. The second set is related to the research team. This includes all members of the research team, such as... **[Specify researchers, collaborators, trainees, fellows, interns, staff, etc.]**

2. Using a scale of 1-6, with 1 = Not at all and 6 = A great deal, please answer the following questions regarding your **fellow Board members**.
 - a. I believe we are working well together.
 - b. I believe we respect one another.
 - c. I believe my fellow Board members are committed to this work.

- 3.** Please feel free to add any additional comments related to your responses regarding the collaboration between you and your **fellow Board members**.

- 4.** Using a scale of 1-6, with 1 = Not at all and 6 = A great deal, please answer the following questions regarding the **research team**.

- a.** I believe we are working well together.
- b.** I believe we respect one another.
- c.** I believe we trust one another.
- d.** I believe the research team is devoting the right amount of time and energy to maintain this collaboration.
- e.** I believe the research team communicates openly with me.
- f.** I believe I communicate openly with the research team.
- g.** I believe the research team is committed to this work.
- h.** I believe the research team is learning something from me.
- i.** I believe I am learning something from the research team.
- j.** I believe the research team is changing their perspectives about something because of me.
- k.** I believe I am changing my perspective about something because of the research team.
- l.** I believe the research team is open to my concerns or wishes.
- m.** I believe that I am open to the concerns or wishes of the research team.

- 5.** Please feel free to add any additional comments related to your responses regarding the collaboration between you and the **research team**.

EXAMPLE:

Cultural Exchange Survey for Researchers Engaging with the Community Board*

The next page is an example of the **Researchers Engaging with the Community Board** version of the Cultural Exchange Survey.

*The following survey questions were adapted by the JEAP Initiative team from:

Palinkas, L. A., Garcia, A., Aarons, G., Finno-Velasquez, M., Fuentes, D., Holloway, I., & Chamberlain, P. (2018). Measuring collaboration and communication to increase implementation of evidence-based practices: The cultural exchange inventory. *Evidence & Policy, 14*(1), 35-61.
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ANNUAL SURVEY

for Researchers Engaging with the Community Board

As part of this project, we periodically evaluate how the collaboration is going with the Community Board and the research team. This helps us improve, so we appreciate your honest feedback.

Survey Instructions

Please answer in the way that best describes your interactions. If a statement doesn't seem to quite fit your situation, please still answer to the best of your ability.

- 1.** What is your role on the research team? **[Include groupings that still allow people to stay anonymous: Investigator on the project; Trainee or Fellow; External collaborator; Staff or intern.]**

- 2.** Have you had significant contact with the **Community Board**? This is defined as having attended at least two meetings with this board in the past year. If you answer 'no,' the survey will skip the rest of the questions and you can submit your response. **[Include a definition that fits the needs of the project.]**
 - a. Yes
 - b. No

- 3.** Using a scale of 1-6, with 1 = Not at all and 6 = A great deal, please answer the following questions regarding the **Community Board**.
 - a. I believe we are working well together.
 - b. I believe we respect one another.
 - c. I believe we trust one another.
 - d. I believe I am devoting the right amount of time and energy to maintain this collaboration with the Community Board.
 - e. I believe Board members are devoting the right amount of time and energy to maintain this collaboration.
 - f. I believe Board members communicate openly with me.
 - g. I believe I communicate openly with Board members.
 - h. I believe I am committed to this work.
 - i. I believe Board members are committed to this work.
 - j. I believe I have a clear understanding of what this collaboration is trying to accomplish.
 - k. I believe Board members have a clear understanding of what this collaboration is trying to accomplish.
 - l. I believe Board members are changing their perspectives about something because of me.
 - m. I believe I am changing my perspective about something because of the Board members.

- 4.** Please feel free to add any additional comments related to your responses regarding the collaboration between you and the **Community Board**.