

Questionnaire No.3 PARTNERSHIPS EVALUATION QUESTIONNAIRE

How do you evaluate the cooperation between partners to meet the project objectives?

? Partners are sufficiently aware of the importance of partnership and can work as a team until the end of the project

? Partnership is not too important, the team is joined partly

? There are no cooperation between partners

Co-operation assessment:

	agree	don't know	disagree	agree	don't know	disagree	
Expectations that the obligations and responsibility will be determined from the coordinating partner							The division of responsibilities
Responsibility for the results of the project to transfer to the coordinating partner							Individual responsibility for project results
Refraining from participation in decision-making							Collective decision-making
Decisions are given by the coordinating partner							Discussions on the optimal decision
Authoritarian leadership							Cooperation and cooperative culture
Accusations of a lack of professional and personal competence							Professional and personal growth opportunities
Unusual business relationships							Friendly, good relations

How to evaluate opportunities in the project?

	<i>I have the opportunity</i>	<i>Do not think that there's a possibility</i>	<i>I have no options</i>
Balanced participation in decision-making			
Understand and strive for common goal			
Show initiative			
Apply your experience			
Express your views			
Share information			
Participate in project activities			
Consultation event of difficulties			
Make mistakes and errors correct			
Work independently			

Recommendations to improve the effective partnerships:



Education and Culture DG

Lifelong Learning Programme

Aging With Active Knowledge and Experience

PROJECT MONITORING AND EVALUATION INSTRUMENTS

Questionnaire No.1: "EVALUATION OF EFFICIENCY OF THE COMMUNICATION AMONG PARTNERS"

Purpose of this questionnaire is to assess the partner's views on communication methods and their effectiveness in order to implement successfully the project objectives, plan activities and promote cooperation.

Partners fill in it for the period between the meetings before the each next meeting

Questionnaire No.2: "MEETINGS EVALUATION QUESTIONNAIRE"

Purpose of this questionnaire is to assess the meetings organization and its contribution to implement successfully the project activities and promote cooperation.

Meeting evaluation should be expressed after each meeting

Questionnaire No.3: "PARTNERSHIPS EVALUATION QUESTIONNAIRE"

Purpose of this questionnaire is to know partners' views on participation in project activities, cooperation, the environment and opportunities.

To be completed only the first and last meeting



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Questionnaire No.1 EVALUATION OF EFFICIENCY OF THE COMMUNICATION AMONG PARTNERS

Kinds of ways of the communication with the coordinating partner:

By phone ? E-mail ? Skype ? Meetings? Other ?

Frequency of communication with the coordinating partner:

Every day ? once a week? once a month ? once a 3 months ?

How effective was the communication with coordinating partner?

effective? ineffective ? sufficiently effective ?

Kinds of ways of the communication with other partners and frequency of communication:

<i>Where are partners from?</i>	<i>Kinds of ways of the communication with other partners:</i>	<i>Frequency of communication:</i>	<i>How effective was the communication?</i>
Poland	<i>by phone ? E-mail ? Skype ? Meetings? Other ?</i>	<i>every day ? once a week ? once a month ? once a 3 months ?</i>	<i>effective ? ineffective ? sufficiently effective ?</i>
Italy	<i>By phone ? E-mail ? Skype ? Meetings? Other ?</i>	<i>every day ? once a week ? once a month ? once a 3 months ?</i>	<i>effective ? ineffective ? sufficiently effective ?</i>
Lithuania	<i>By phone ? E-mail ? Skype ? Meetings? Other ?</i>	<i>every day ? once a week ? once a month ? once a 3 months ?</i>	<i>effective ? ineffective ? sufficiently effective ?</i>
Latvia	<i>By phone ? E-mail ? Skype ? Meetings? Other ?</i>	<i>every day ? once a week ? once a month ? once a 3 months ?</i>	<i>effective ? ineffective ? sufficiently effective ?</i>
Romania	<i>By phone ? E-mail ? Skype ? Meetings? Other ?</i>	<i>every day ? once a week ? once a month ? once a 3 months ?</i>	<i>effective ? ineffective ? sufficiently effective ?</i>
Spain	<i>By phone ? E-mail ? Skype ? Meetings? Other ?</i>	<i>every day ? once a week ? once a month ? once a 3 months ?</i>	<i>effective ? ineffective ? sufficiently effective ?</i>

Do the types of communication, frequency and effectiveness contribute to meet the project objectives?

contribute? does not contribute ? partly contribute ?

Your recommendations how to improve communication between partners

Questionnaire No.2 MEETINGS EVALUATION QUESTIONNAIRE

1. The meetings organization evaluation

Meeting date and agenda was announced in time to enable the partners' preparation for a meeting:

? Strongly agree ? Agree ? Disagree ? Strongly disagree

The meeting agenda included all planned issues:

? Strongly agree ? Agree ? Disagree ? Strongly disagree

Meeting organizers helped arrange the accommodation and leisure issues:

? Strongly agree ? Agree ? Disagree ? Strongly disagree

Conduct of the meeting was well organized, well-prepared presentations and meetings

? Strongly agree ? Agree ? Disagree ? Strongly disagree

2. To which degree were reached the meeting objectives?

Degree to which the meeting followed planned schedule:

? completely ? partly ? was not followed

Degree to which the meeting reached its planned objectives:

? completely ? partly ? was not reached

Please name what products were planned to produce during the meeting (e.g.g. reports, questionnaire, etc.):

- 1)
- 2)
- 3)

Degree to which the planned products were produced:

? completely ? partly ? was not product

To which extent the project had an impact on the partnership:

? contributed ? was neutral ? did not contribute

3. How do you evaluate your experience of participating in meeting?

How do you evaluate your experience of participating in meeting? Please write at least three things:

.....

Please write what impact the meeting will have on your institution/organisation:

.....

How the meetings' results will be disseminated in your country?

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