

Expertise and Resources – What does the Collaborative Effort Need?

Task	Timeframe	Expertise Required	Source of Expertise	Other Resource Needs
Example: Develop websíte				
Develop website	1 year	Web programmer Graphic Designer	Community Colleges	Webpage Domain

SPRC Substance Abuse and Suicide Prevention Collaboration Continuum – 2013

Adapted from Tool 8: Expertise and Resource Inventory. *Collaboration Toolkit: How to Build, Fix, Sustain Productive Partnerships* by Tammy Rinehart, Anna T. Laszlo and Gwen O. Brisceo, Ph.D., 2001, Washington, DC: Department of Justice, Office of Community Oriented Policing Services. Retrieved from http://www.cops.usdoj.gov/html/cd_rom/collaboration_toolkit.pdf. Adapted with permission.



Expertise and Resource Inventory

Name:					
Affiliation/Organization:					
Address:					
Phone:					
Fax:					
Email:					
Your Area of Expertise					
Administration/Computer	Public speaking				
Artistic/Creative Projects	□ Writing				
Data Analysis	Program evaluation				
Fundraising	Member Recruitment				
Facilitation	Planning events				
Public Relations/Publicity	 Other (please specify): 				
Your Availability					
Approximately how much time can you devote to this project over the next 6 months?					
What is the best day for you to attend meetings?					
What is the best time of day for you to meet?					
Special Considerations. Do you have any special considerations that we should be aware of as we schedule meetings (e.g., preferred locations, childcare needs, access for persons with disabilities, other)?					

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