**MMF Sample Collaboration Tracking Form**

The purpose of this form is to track the depth and progress of a collaboration involving 2 or more organizations

This form should be completed on a periodic basis to measure change over time

**Stages of Collaboration Scale:**

**1-3: Engagement.** Includes networking/making connections; sharing information through networks/groups; participation in coalitions/associations

**4-6: Coordination.** Two or more organizations cooperating to get something specific accomplished; involves an exchange of some kind; participation in similar activities toward mutual goals; includes referrals relationships and business partnerships

**7-9: True Collaboration.** Organizations set goals and make decisions together; activities flow from mutual goals; mutual support grows over time; involves ongoing, frequent communication and coordination; participants are accountable to one another

**10-12: Collective Impact.** Aims for significant social change at the community level; includes cross-sector leadership and collaboration; involves community voices/those most impacted by the issue addressed; data-driven; requires realigning organizations’ efforts and rising above “turf guarding;” focuses on systems and policies; includes shared evaluation activities and measurement system

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| **Month/Year** | **List of Partners/****Participants** | **Dates of Convenings and/or Communications** | **Joint Decisions Made** | **Joint Activities and Numbers Participating** | **Stage of Collaboration** |
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