

Co-innovation reflection and evaluation tool

Project:

Date:

Five success principles co-innovation survey:

This survey asks you to rate your project on how it is performing (did perform) against each of success principles. Each principle is operationalised by 5 statements with which you are asked to rate your level of agreement on a 7-point scale. Additionally, each principle also has an open-ended question in which you are invited to comment about the application of the principle in your project or to explain the main reasons for your ratings. Your responses will be anonymous (as far as possible with a relatively small group) and only collated results used for reflection and adaptive management.

First, some preliminary questions

1. I give my informed consent to participate in this survey: Yes/No
2. How long have you been involved in the project?
3. What was/is your role in the project?
 - a. Project Leader
 - b. Project Member (Science-related) – which discipline? Which organisation do you affiliate with?
 - c. Project Member (Stakeholder/end user/other related) – what stakeholder group do you affiliate with?

Principle 1: Involve partners and stakeholders

Please rate the extent to which you agree or disagree with the following statements. 1= strongly disagree, 4=neutral, 7=strongly agree

4. From the project beginning, there was a strong focus on identifying and involving all relevant partners and non-academic (e.g. community) stakeholders.

5. From the project beginning, there was a strong focus on identifying and involving all the relevant science disciplines.
6. The project placed a strong focus on building relationships between researchers, partners and non-academic stakeholders; based on respecting and understanding each other's culture, values and goals with respect to the problem and potential solutions.
7. As the project progressed, relevant new participants were introduced into the project as needed (i.e., research disciplines, partners, non-academic/community stakeholders).
8. Partners and non-academic/community stakeholders were involved with researchers in an ongoing capacity throughout the life of the project.
9. Do you have any comments that you would like to make regarding the application of this principle (Involve partners and stakeholders) in your co-innovation project? **Free text**

Principle 2: Take a problem focus

Please rate the extent to which you agree or disagree with the following statements. 1= strongly disagree, 4=neutral, 7=strongly agree

10. The initial problem was clearly identified and defined at the beginning of the project.
11. The initial problem was consultatively defined and considered all disciplinary perspectives.
12. Stakeholders were adequately and meaningfully included in the initial problem definition process from an early stage.
13. The team was prepared and able to redefine the problem if/when required.
14. Specification of the problem was used to define the project approach (not vice versa).

15. Do you have any comments that you would like to make regarding the application of this principle (Take a problem focus) in your co-innovation project? **Free text**

Principle 3: Assemble the right team

Please rate the extent to which you agree or disagree with the following

statements. 1= strongly disagree, 4=neutral, 7=strongly agree

16. Specification of the problem was used to determine an appropriate mixture of the relevant disciplines required in the project team.
17. The project team included adequate representation by members of relevant stakeholder groups affected by the problem and potential solutions.
18. The project team collaborated well as a group, with complementary skills, knowledge and personalities.
19. The project team had the necessary soft skills (e.g., facilitators, systems thinkers, science translators and brokers etc.) to be able to effectively bridge between researchers, partners, stakeholders and end-users.
20. The team leader managed the project in a fair, open and collaborative manner.
21. Do you have any comments that you would like to make regarding the application of this principle (Assemble the right team) in your co-innovation project?

Principle 4: Front up: Share results early and often

Please rate the extent to which you agree or disagree with the following

statements. 1= strongly disagree, 4=neutral, 7=strongly agree

22. The team leader encouraged and facilitated good communication among the project team (disciplinary scientists, partners and stakeholders).
23. During the project, communication between project team members (disciplinary scientists, partners and stakeholders) was very good.
24. Throughout the course of the project open dialogue and discussion was encouraged and maintained between project team members (disciplinary scientists, partners and stakeholders).

25. Information and progress reports were regularly disseminated to project team members (disciplinary scientists, partners and stakeholders).
26. There was an adequate plan developed and implemented for early and ongoing dissemination of project findings.
27. The project team reflected on and modified project activities based on feedback from sharing project results.
28. Do you have any comments that you would like to make regarding the application of this principle (Front up – share results early and often) in your co-innovation project? **Free text**

Principle 5: Use the action learning cycle

Please rate the extent to which you agree or disagree with the following statements. 1= strongly disagree, 4=neutral, 7=strongly agree

29. The project team regularly took time to apply the action learning/research cycle (plan, do, observe, reflect, plan...) throughout all phases of the project.
30. The project team took an iterative and adaptive approach in order to involve research disciplines, partners and stakeholders as and when needed during the project.
31. The project team regularly reflected on progress, considering how the research approach could be adaptively managed to maintain focus on the research problem and better achieve long term project impact.
32. The project team regularly reflected on their collaborative interactions, considering how to modify behaviour and/or group processes to better achieve project impact.
33. The project team regularly reflected on its internal and external communication and information dissemination practices in order to enhance the sharing of results.
34. Do you have any comments that you would like to make regarding the application of this principle (Use the action learning cycle) in your co-innovation project? **Free text**