

## **TIP SHEET**

### **Working With Other Organizations**

**Your coalition or committee members probably represent many businesses and organizations in the community. Those businesses and organizations may have resources that can help you plan, implement and evaluate your programs. You may also need to look beyond your members' organizations and call on some other organizations in the community.**

**Think of co-sponsorship or endorsements as a way of including organizations that can help you reach your target audience. Ask them to pick up some responsibilities that you are unable to do on your own. The more you involve community groups, the more you are making the community aware of your program and allowing the program to become part of the community.**

- ~ Choose organizations, agencies or individuals that can reach and influence your target audience.**
- ~ Involve representatives of the organizations in program planning, as early as possible.**
- ~ Give representatives advance notice so they can build their part of the program into their schedule and negotiate what will be expected of them.**
- ~ Remain in close contact with them throughout the program. A crisis at their organization or a heavy workload can interfere with their good intentions to help you. By remaining in close contact with them throughout the program, you'll be able to make sure the work is getting done.**
- ~ Provide them with a final report of what was accomplished and meet to discuss and evaluate the program. Make sure they feel that they are part of the program's success. Certificates should be given and letters of appreciation sent to the organization. A wrap-up party can be a fun way of giving recognition to the organizations and individuals that helped.**