

### **Collaboration Agreement**

*The purpose of this document is to establish an understanding of partner roles and responsibilities for cities, villages and counties who wish to participate in the Legacy Community Alliance for Health (LCAH) project as well as for the academic and non-profit partners they will be working with. Representatives from all partners will be asked to review and revise this document as needed, and to endorse this document as a sign of their commitment to the project.*

The Legacy Community Alliance for Health (LCAH) Project is a five year project (2017-2021), funded by a UW School of Medicine and Public Health, Wisconsin Partnership Program Community Impact Grant. The Project seeks to build the capacity of Wisconsin communities to improve health and health equity through data-driven, evidence based practice in collaboration.

The partnership includes Community Partners, representing Green Tier Legacy Community cities, villages and counties that choose to participate in the *Legacy Community Alliance for Health* Project. Cities, villages, towns and counties are Community Partners.

The partnership also includes Academic Partners, representing UW-Madison and UW-Extension that choose to participate in the *Legacy Community Alliance for Health* project, including COWS, Population Health Institute, and others as arranged.

The partnership also includes Other Partners, representing state agencies and nonprofit organizations that have committed to participate in the project, including these Legacy Community signatories: 1000 Friends of Wisconsin, WECC, Wisconsin Department of Natural Resources, Wisconsin Counties Association, League of Wisconsin Municipalities, and COWS.

To facilitate project coordination, the *Legacy Community Alliance for Health* Project Team will convene regularly to make administrative and program decisions. The Project Team includes representatives from the above groups, specifically:

Katya Szabados, COWS\*

Satya Rhodes-Conway, COWS

Deb Nemeth, 1000 Friends\*

Sara Lindberg, Population Health Institute

Paula Tran Inzeo, Population Health Institute

Victoria Faust, Thrive WI and Population Health Institute

Jon Hochkammer, Wisconsin Counties Association\*

Curt Witynski, League of Wisconsin Municipalities\*

\*denotes member of the Green Tier Legacy Community Executive Committee

**The Project Team pledges to:**

- A. Provide at least two formal trainings for up to five people, who could be city/village/county staff, community members, and/or local advocates, as decided by each participating Community Partner. Training will be arranged and paid for by the Project, and those attending the trainings will be provided stipends and travel reimbursement to help cover the costs of their time and travel. Training topics include but are not limited to: Health in All Policies, Health Equity, and Community Engagement.
- B. Provide technical assistance (from Academic and Non-Profit Partners) to help each Community Partner choose, define, refine, research and implement at least one pilot project in their community that uses a Health in All Policies framework.
- C. Provide assistance from Academic Partners to track and evaluate the Community Partner's work.
- D. Inform Community Partners of community-related information they wish to make public - for example in a news release, academic paper, or on the web. In general, keep Community Partner data confidential, and only presented in the aggregate. The purpose of sharing information will be to promote lessons learned and best practices in this field.
- E. Keep Community Partners informed of upcoming activities, duties, and expectations.
- F. Be available for Community Partners' questions and feedback.
- G. Inform Community Partners of changes to personnel, expectations, or timelines.
- H. Engage with the Project via the above activities for the grant period of five years.

**Community Partners pledge to:**

- A. Work with the project team to identify up to five people to participate in two trainings.
- B. Be honest and open in providing feedback to the project team, in order to evaluate the project's impacts and to assess what is working and what could be improved.
- C. Be willing to share information about your experiences with other communities, including current and potential future Legacy Communities, to inform future work in this field and potentially expand the reach of this project in the future.
- D. Inform Project Partners of changes to personnel, availability, and/or timelines.
- E. Engage with the Project via the above activities for the grant period of five years.

Agreed upon on \_\_\_\_\_

---

(Community Partner signatory, Community)

---

(Project Team signatory)