Appendix 4

Healthy Home Principles of Collaboration

Principles of Collaboration for the Healthy Home Team

Last Revised: 03/06

Group Involvement

Members involved in the Healthy Home Project (from here on known as HH):

• SouthWest Area Neighborhood Association, Inc (SWAN)
  - Building Blocks
• Rochester Fatherhood Resource Initiative (RFRI)
  - BEEAMS
• University of Rochester Medical Center (URMC), Environmental Health Sciences Center, Community Outreach and Education Program
• Community Roundtable
• New School Vision, Inc.

Partnership Identity

The three lead partners and their missions in the LL/HH project are:

• SWAN: To improve the quality of life for residents.
• RFRI: To strengthen communities, keeping fathers at the forefront.
• URMC, Environmental Health Sciences Center, Community Outreach and Education Program: To provide our community with information and educational opportunities related to environmental health issues.

Purpose of Partnership:

General:

• To create a true, inclusive, and cohesive partnership that keeps everyone on the same page and thwarts the potential for outside entities to establish or redefine our agendas.
• To provide a realistic, grassroots venue for agencies and programs to promote individual healthy community agendas.
• This is a group partnership. With the success or failure of an aspect of the project will be the acknowledgement of every partner as having responsibility. No single partner shall take all of the credit or all of the blame. Publications and presentations resulting from the project will also acknowledge all partners.

Specific:

• To adapt an unoccupied residential building into a model/demonstration HH. The finished HH will serve as a community link among Sector 4 neighborhood groups, a resource to the community for information on maintaining a healthy home, and a place where members of the community may receive referrals, training and materials in order to become self-reliant in maintaining their own healthy homes.

Respect

Members respect one another and work to establish a good reputation within the community. This requires every member of the team to be honest, reliable, punctual, and to hold themselves to a high standard for the quality of their work. Although tactics and short-term objectives might differ, respect for each other and their ideas remains constant.

Trust

Building trust among group members and among the community increases group efficiency and enables conflict resolution. Without trust, a community cannot function. Members are able to tell how much they trust other members and trust those that run the project not to abuse or exploit it. To this end, partners will endeavor to be direct, open and honest in their communication with each other and raise any related concerns promptly, directly with the parties involved either in private or in the context of group meetings

Behavior

Members are able to interact with each other effectively. In order to ensure proper behavior:

• Meetings involving any interactions between partners are conducted with respect for each other and for the community.

• This team develops a "practice what you preach" method of conduct, and model their behavior after what they wish to see in others.

• This partnership is committed to the greater good of the community, and not to individual gains.

• Group members work together to identify and address contributing factors to a problem and work towards solutions together

Communication

Members must be able to communicate with each other effectively. In order to ensure effective communication:

• It is the responsibility of all partners to attend general meetings to discuss HH progress and to discuss any unresolved issues or arising conflicts in the HH project. If the partner is unable to attend, he/she should send a delegate in his or her place.

• There will be no decisive "meeting after the meeting" in order to discuss people or sensitive topics from previous meetings. All issues that considerably affect the HH should be put forth at scheduled meetings or put on the agenda for the next meeting where all members are able to be in attendance.

• Emails are forwarded to all those involved in the content of the email.

• Any publications, positions, or news releases for the project are circulated to all partners for review and comment.

Governance

Each group member is open to ideas and criticisms from every other group member. Although each member is responsible for completing his/her own assignments and for keeping his/her organization's agenda active in the HH, project management also operates.

Decision Making

Individual partners may make minor decisions regarding the HH alone. Each partner is responsible for keeping the rest of the group informed on minor changes resulting from individual decision making. However, a general consensus of the HH partnership shall be required for major decisions affecting the HH. A major

decision is defined as a decision in which the outcome may change the concept of the HH or considerably affect other partners or groups associated with the HH.

The above Principles of Collaboration should define your purpose and actions as a partner in the LL/HH project. Your signature below signifies that you have read the above guidelines and agree that (1) they accurately depict your vision of the LL/HH partnership and (2) that you agree to conduct yourself based on the above principles.

Name (print)	Signature	Organization