Community Engagement Guidelines for Individual Projects

This document was developed by MUW for use in the Sonar-Global project, and can be applied to any type of intervention, program or project involving communities and collecting community feedback for program interventions.

This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No *825671*

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1. General overview on the project

1.1. Title

1.2. Key focus (AMR, infectious disease…)

1.3. Project duration

1.4. Project costs

1.5. Region and community

2. Who took the initiative?

Implementing organization/ program/ project lead and partners, community initiative…

3. Why was this project done?

Project rationale, objectives, or project goals, tactics and evaluation mechanisms…

4. Who was engaged?

4.1. A brief description of the target group:

Ethnic or social groups; publics; stakeholders (interested public) and/ or community (affected public)

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4.2. Participants

Number of participants, national, regional, community level

4.3. Vulnerable groups identified

Which groups? Definition of vulnerability?

5. How were these publics/ communities engaged? Level of participation/ engagement?

5.1. What was the form of interaction with the community?

Was it, e.g. community consultation, community participation, or outreach?

5.2. What was the form of target group involvement?

Did the community play an active role? Was there collaboration and shared leadership? For example: shared decision making, decision making authority of the community, inclusion, consultation, community owned initiative, community member committees…?

5.3. Who was making decisions on the processes, the objectives, and the outcomes of the project?

Who was responsible for these decisions, the community or the organization taking the initiative? Advocacy of the community?

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5.4. Which methods were applied in such projects?

E.g. community meetings, focus group discussions, surveys, formal and informal interviews, participant observation, questionnaires, stakeholder consultations, web-based engagement etc.

5.5. What information was provided to the community and in which form?

Please elaborate

5.6. What were the communication channels and dialogue tactics applied?

Media, mobile and digital technology, face-to-face exchanges…

5.7. What were the strategies to maintain engagement?

Dialogues or monologues → bidirectional communication or monodirectional?

6. Outcomes and outputs

6.1. Was the project evaluated? How was it evaluated?

Please elaborate

6.2. Where the processes of engagement documented?

Please elaborate

6.3. What were the long-term effects of the project? Sustainability of the project?

Please elaborate

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6.4. Did the project lead to a better health outcome for a community?

Please elaborate

6.5. Which measures were taken as a result of the project?

Please elaborate

6.6. Were policies changed, adapted as a result of the project?

Please elaborate

6.7. Were (public health) regulations adapted?

Please elaborate

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