

Tobacco Control Advocacy Capacity Measurement Tool

- Supplement 1 to “Tobacco control partnership capacity: An overview and comparison of 18 European partnerships”

Resources	Subcategory	#	Item (score)	Clarification	
	Financial independence	1.	The partnership receives structural funding ¹ from the national government.	1 Structural funding refers to funding on a weekly/monthly/yearly basis, as opposed to incidental funding (e.g. for one or a few specific projects).	
			<input type="checkbox"/> Yes, it does receive funding (0)		
			<input type="checkbox"/> No, it does not receive funding (1)		
	Optional Comments:				
	Expertise	2.	The partnership includes professional scientists ¹ who are able to interpret ² and appreciate ³ scientific information.	1 Professional scientists are professionals which are scientifically trained (i.e.: received education) and have ample experience in this field. 2 Interpreting in this case refers to for example understanding the methods, results and conclusions of scientific information. 3 Appreciating refers to for example appreciating the reliability, validity, quality, generalizability and implications of scientific information.	
			<input type="checkbox"/> Yes (1)		
			<input type="checkbox"/> No (0)		
	Optional Comments:				
	3.	The partnership includes professional communication experts ¹ .	1 Professional communication experts are professionals which are formally trained (i.e.: received education) in the field of communication and/or who have ample experience in this field.		
		<input type="checkbox"/> Yes (1)			
		<input type="checkbox"/> No (0)			
Optional Comments:					

	4.	The partnership includes professional lobbyists ¹ .	1 Professional lobbyists are professionals formally trained (i.e.: received education) in the field of lobbying (influencing public policy) and/or who have experience in this field.
		<input type="checkbox"/> Yes (1)	
		<input type="checkbox"/> No (0)	
	Optional Comments:		
Information	5.	The partnership's messages and policy proposals are informed by scientific evidence ¹ .	1 Informed by scientific evidence means that messages communicated to policymakers and the public have a sound evidence base. Policy proposals (e.g. specific policy instruments) are scientifically evaluated against scientific data and insights.
		<input type="checkbox"/> Yes, completely (1)	
		<input type="checkbox"/> Yes, partly (0.5)	
		<input type="checkbox"/> No (0)	
	Optional Comments:		
	6.	The partnership has access to information ¹ on the following aspects of the national situation (multiple answers possible):	1 Information refers to research reports or scientific articles relevant to the national situation.
		<input type="checkbox"/> Smoking prevalence and trends (1)	
		<input type="checkbox"/> Tobacco-related morbidity and mortality (1)	
		<input type="checkbox"/> Effectiveness of policy measures (1)	
		<input type="checkbox"/> The economic burden of tobacco use (1)	
		<input type="checkbox"/> Public attitudes towards tobacco control (1)	
		<input type="checkbox"/> Tobacco industry presence and lobbying (1)	
		<input type="checkbox"/> Attitudes of individual policymakers or parties towards tobacco control (1)	
	Optional Comments:		
	7.	The partnership has a direct influence ¹ on the research agenda of scientific organisations that fund or carry out research.	1 direct influence refers to having an influence on what type of research is being carried out within the country. For example: if there is a need for a country-specific evaluation of the effectiveness of plain packaging, such a study could be stimulated or even sponsored by the partnership.
		<input type="checkbox"/> Yes, a lot of influence (1)	

		<input type="checkbox"/>	Yes, some influence (0.5)	
		<input type="checkbox"/>	No, no influence (0)	
Optional Comments:				
Relationships	8.	The partnership has working relationships ¹ with at least one Member of Parliament, with functional contacts at least once in every 6 months.		1 Working relationships refer to professional relationships, with functional contacts that are mutually reinforced (sending and receiving e-mails, calling on the phone, professional meetings, etc.). Seeing and talking to MPs occasionally at unplanned events does not qualify as a working relationship.
		<input type="checkbox"/>	Yes (1)	
		<input type="checkbox"/>	No (0)	
Optional Comments:				
	9.	The partnership has working relationships ¹ with the relevant civil servants of the ministry that is primarily responsible for tobacco control ² , with functional contacts at least once in every 3 months.		1 Working relationships refer to professional relationships, with functional contacts that are mutually reinforced (sending and receiving e-mails, calling on the phone, professional meetings, etc.). Seeing and talking to civil servants occasionally at unplanned events does not qualify as a working relationship. 2 The ministry that is primarily responsible for tobacco control refers to the ministry that has jurisdiction in most fields of tobacco control. For example: in Germany, responsibility for most potential tobacco control measures resides in the ministry of consumer protection, not in the ministry of health. The ministry of health cannot autonomously propose a bill.
		<input type="checkbox"/>	Yes (1)	
		<input type="checkbox"/>	No (0)	
Optional Comments:				
	10.	The partnership has a working relationship ¹ with the minister (or secretary of state) who is primarily responsible for tobacco control ² , with functional contacts at least once in every 12 months.		1 Working relationships refer to professional relationships, with functional contacts that are mutually reinforced (sending and receiving e-mails, calling on the phone, professional

		<input type="checkbox"/>	Yes (1)	meetings, etc.). Seeing and talking to the minister (or secretary of state) occasionally at unplanned events does not qualify as a working relationship.	
		<input type="checkbox"/>	No (0)		
	Optional Comments:				
		11.	The partnership has working relationships ¹ with at least 2 journalists, with functional contacts at least once in every 6 months.		1 Working relationships refer to professional relationships, with functional contacts that are mutually reinforced (sending and receiving e-mails, calling on the phone, professional meetings, etc.).
		<input type="checkbox"/>	Yes (1)		
		<input type="checkbox"/>	No (0)		
	Optional Comments:				
		12.	The partnership has working relationships ¹ with at least one tobacco control partnership in another country, with functional contacts at least once in every 6 months.		1 Working relationships refer to professional relationships, with functional contacts that are mutually reinforced (sending and receiving e-mails, calling on the phone, professional meetings, etc.).
	<input type="checkbox"/>	Yes (1)			
	<input type="checkbox"/>	No (0)			
Optional Comments:					
Partner Characteristics	Heterogeneity	13.	The partnership includes the following types of organisations as formal partners ¹ (multiple answers possible):		1 Formal partners refers to partners whose membership is laid down in a contract, a memorandum of understanding or similar documents.
		<input type="checkbox"/>	Patient organisations (1)		
		<input type="checkbox"/>	Youth or family organisations (1)		
		<input type="checkbox"/>	Educational organisations (1)		
		<input type="checkbox"/>	Medical organisations (1)		

Partnership Characteristics		<input type="checkbox"/>	Scientific organisations (1)	
		<input type="checkbox"/>	Sport organisations (1)	
		<input type="checkbox"/>	Municipalities (1)	
		<input type="checkbox"/>	Commercial companies (1)	
	Optional Comments:			
	Support base	14.	The total number ¹ of formal partners ² is:	
		<input type="checkbox"/>	1-4 (0.5)	<p>1 Total number refers to organisations counted at the highest possible level: for example, if an umbrella sports-organisation is a formal partner, the members of that umbrella organisation are not counted individually.</p> <p>2 Formal partners refers to partners whose membership is laid down in a contract, a memorandum of understanding or similar documents.</p>
		<input type="checkbox"/>	5-9 (1)	
		<input type="checkbox"/>	10-14 (1.5)	
		<input type="checkbox"/>	15-19 (2)	
		<input type="checkbox"/>	20-29 (3)	
		<input type="checkbox"/>	30-39 (4)	
		<input type="checkbox"/>	40-49 (5)	
		<input type="checkbox"/>	50-59 (6)	
		<input type="checkbox"/>	60-69 (7)	
	<input type="checkbox"/>	70-79 (8)		
	<input type="checkbox"/>	80-89 (9)		
	<input type="checkbox"/>	90-99 (10)		
	<input type="checkbox"/>	100+ (11)		
Optional Comments:				
	15.	The partnership has a reached agreement ¹ that clearly defines the roles ² and responsibilities ³ of formal partners ⁴ .		
	<input type="checkbox"/>	Yes (1)	1 Reached agreement refers to a reached agreement between coordinating bodies/persons and formal members (also: between formal members).	
	<input type="checkbox"/>	More or less (0.5)		
	<input type="checkbox"/>	No (0)		

				<p>2 Roles refer to which tasks that formal members have, and the ways in which they are expected to contribute to reaching the objectives of the partnership.</p> <p>3 Responsibilities refers to which specific domain the formal member covers. For example, it may be that the heart association takes responsibility to realize more smoke-free playgrounds.</p> <p>4 Formal partners refers to partners whose membership is laid down in a contract, a memorandum of understanding or similar documents.</p>
Optional Comments:				
Governance	16.	The partnership has a central office ¹ with staff dedicated ² to coordination of the partnership.		<p>1 Central office refers to an office with an actual address, with one or more (paid or unpaid) staff members.</p> <p>2 Dedicated means that coordination of the partnership is part of the tasks of the staff.</p>
		<input type="checkbox"/>	Yes (1)	
		<input type="checkbox"/>	No (0)	
Optional Comments:				
	17.	The partnership has a reached agreement ¹ on how credits ² are divided across formal partners ³ .		<p>1 Reached agreement refers to a reached agreement between coordinating bodies/persons and formal members (also: between formal members).</p> <p>2 Credits refer for example to public recognition of expertise and authority of individual partners, the efforts made by partners, and their public visibility.</p> <p>3 Formal partners refers to partners whose membership is laid down in a contract, a memorandum of understanding or similar documents.</p>
		<input type="checkbox"/>	Yes (1)	
		<input type="checkbox"/>	More or less (0.5)	
		<input type="checkbox"/>	No (0)	
Optional Comments:				

Connecting person	18.	The partnership includes one or more person(s) who is/are able to connect ¹ and inspire ² formal partners ³ , and moderate potential conflicts.		1 Connect refers to bringing formal partners into contact with each other.
		<input type="checkbox"/>	Yes (1)	2 Inspire refers to prompting formal partners to come up with innovative ideas, to dedicate resources and/or to undertake action.
		<input type="checkbox"/>	No (0)	3 Formal partners refers to partners whose membership is laid down in a contract, a memorandum of understanding or similar documents.
Optional Comments:				
Strategy	19.	The partnership has a reached agreement ¹ on the common goal ² that is embraced by all formal partners ³ .		1 Reached agreement refers to a reached agreement between coordinating bodies/persons and formal members (also: between formal members).
		<input type="checkbox"/>	Yes (1)	2 Common goal refers to a common goal, agreed upon formal partners of the partnership, which may be aspirational (e.g. a tobacco-free generation or society) or more limited (e.g. complete protection of non-smokers).
		<input type="checkbox"/>	More or less (0.5)	
		<input type="checkbox"/>	No (0)	3 Formal partners refers to partners whose membership is laid down in a contract, a memorandum of understanding or similar documents.
Optional Comments:				
	20.	The partnership has a reached agreement ¹ on a common strategy ² that is embraced by all formal partners ³ .		1 Reached agreement refers to a reached agreement between coordinating bodies/persons and formal members (also: between formal members).
		<input type="checkbox"/>	Yes (1)	2 Common strategy refers to a common strategy, formulated by formal partners of the partnership, such as series of policy goals, or a roadmap,

		<input type="checkbox"/>	More or less (0.5)	including an explicit strategy on how to achieve these goals. 3 Formal partners refers to partners whose membership is laid down in a contract, a memorandum of understanding or similar documents.
		<input type="checkbox"/>	No (0)	
Optional Comments:				
	21.	The partnership is able to formulate a shared public position ¹ even on issues that may be subject to internal debate ² .		1 Shared public position refers to a publicly announced position (standpoint) on a certain issue, shared by all formal partners of the partnership.
		<input type="checkbox"/>	Yes (1)	2 Issues subject to debate refer to issues on which might cause disagreement between formal partners, for example regarding e-cigarettes or priority setting between alternative strategies.
		<input type="checkbox"/>	More or less (0.5)	
		<input type="checkbox"/>	No (0)	
Optional Comments:				
Conflict resolution	22.	The partnership is able to avoid or resolve conflict ¹ between formal partners ² .		1 Conflict refer to conflicts between partners for example with regards to public visibility, public recognition, funding, strategy line etc.
		<input type="checkbox"/>	Yes, always (1)	2 Formal partners refers to partners whose membership is laid down in a contract, a memorandum of understanding or similar documents.
		<input type="checkbox"/>	Yes, usually (0.5)	
		<input type="checkbox"/>	No, usually not (0)	
		<input type="checkbox"/>	No, never (0)	
Optional Comments:				