Before you begin contacting potential partners, it is important to know exactly what you are asking of them. Here are a few questions to consider beforehand.

**How many members do you want, and what type of skills do they need to have?**

______________________________________________________________________________  
______________________________________________________________________________

**What is the expected time commitment? (How many hours per month for how long?)**

______________________________________________________________________________  
______________________________________________________________________________

**Will the members be expected to represent their agencies, communities, or constituencies?**

______________________________________________________________________________  
______________________________________________________________________________

**Which population groups should be represented?**

______________________________________________________________________________  
______________________________________________________________________________

[www.healthypeople.gov](http://www.healthypeople.gov)
Questions To Consider When Organizing a Coalition

Where, when, and how often will you meet?
______________________________________________________________________________
______________________________________________________________________________

Will the meetings be open or closed?
______________________________________________________________________________
______________________________________________________________________________

Who will be the coalition leader(s)? Will they be appointed or elected?
______________________________________________________________________________
______________________________________________________________________________

Who are your strongest allies?
______________________________________________________________________________
______________________________________________________________________________

How will you reward great efforts?
______________________________________________________________________________
______________________________________________________________________________

Source