

## APPENDIX A KEY PROJECT ATTRIBUTES

The following six attributes were found to be present in highly successful FE-funded activities. This list can serve as a useful reference point when reviewing activity proposals, as well as during project planning

1. The aim of this project/activity is to solve a problem
2. This project/activity is strategically aligned with MSA / health authority priorities
3. MSA members and/or administrators impacted by this problem will be involved
4. This project/activity is physician-led and championed
5. There are staff to support the operations of this project/activity
6. Outcomes will be assessed

## APPENDIX B MEASURING ACTIVITY SUCCESS – EXAMPLES

OBJECTIVE	METRIC	DATA SOURCE	CRITERIA FOR SUCCESS / GOAL
<b>OBJECTIVE 1:</b> Participants will be satisfied with xx event	being consulted	Event evaluation form	90% of participants were satisfied with the event
<b>OBJECTIVE 2:</b> Physicians will participate in xx re-occurring meeting	% of participants satisfied	Re-occurring meeting attendance rate	90% of invited physicians attend the meetings
<b>OBJECTIVE 3:</b> Participants of xx sub-committee will have improved communication with their colleagues	% of invited physicians attending meeting	Re-occurring meeting satisfaction form	75% of attendees agree (4 and 5 on rating scale) that the sub-committee increased communication with their colleagues
<b>OBJECTIVE 4:</b> The recommendations from xx activity will be implemented	% of participants who report improved communication with colleagues	Impact Assessment Questionnaire	The project/activity achieved operational impact (i.e., on MSA members' work environment or patient care)