

Partnership Planning

Establishing a Basis for Partnership

Consideration	Your Organisation	Potential Partner
Strategic Alignment What is important? (purpose and major issues for each organisation?)		
Values What are the values and culture of each organisation?		
Benefits How will the partnership benefit each organisation?		
Purpose & Work of the Partnership (Project) What will the proposed partnership be set up to achieve?		
Role What role will each partner have in achieving the work of the partnership?		
Inputs - Resources What resources (personnel, money, materials, space, equip. etc.) is each partner able to bring to the partnership?		
Inputs - Time What expectations does each partner have in terms of time that will be used for partnership business?		



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Establishing a Basis for Partnership

Consideration	Your Organisation	Potential Partner
Needs What stipulations will each organisation have about the partnership (e.g. reporting, accountability, communication)? What would be unacceptable?		
Internal Support How will each staff undertaking partnership work be supported by their organisation?		
Communication How does each partner propose to build relationships and maintain good communication within the partnership?		
Reporting What will need to be reported by both parties? At what stages? What form will reports take?		
Review How could the partnership (as opposed to the project or work of the partnership) be evaluated?		
Exit Strategies What will happen once the partnership has ended? For the partners? For the community? How will you ensure that outcomes/outputs of the partnership are sustainable?		

