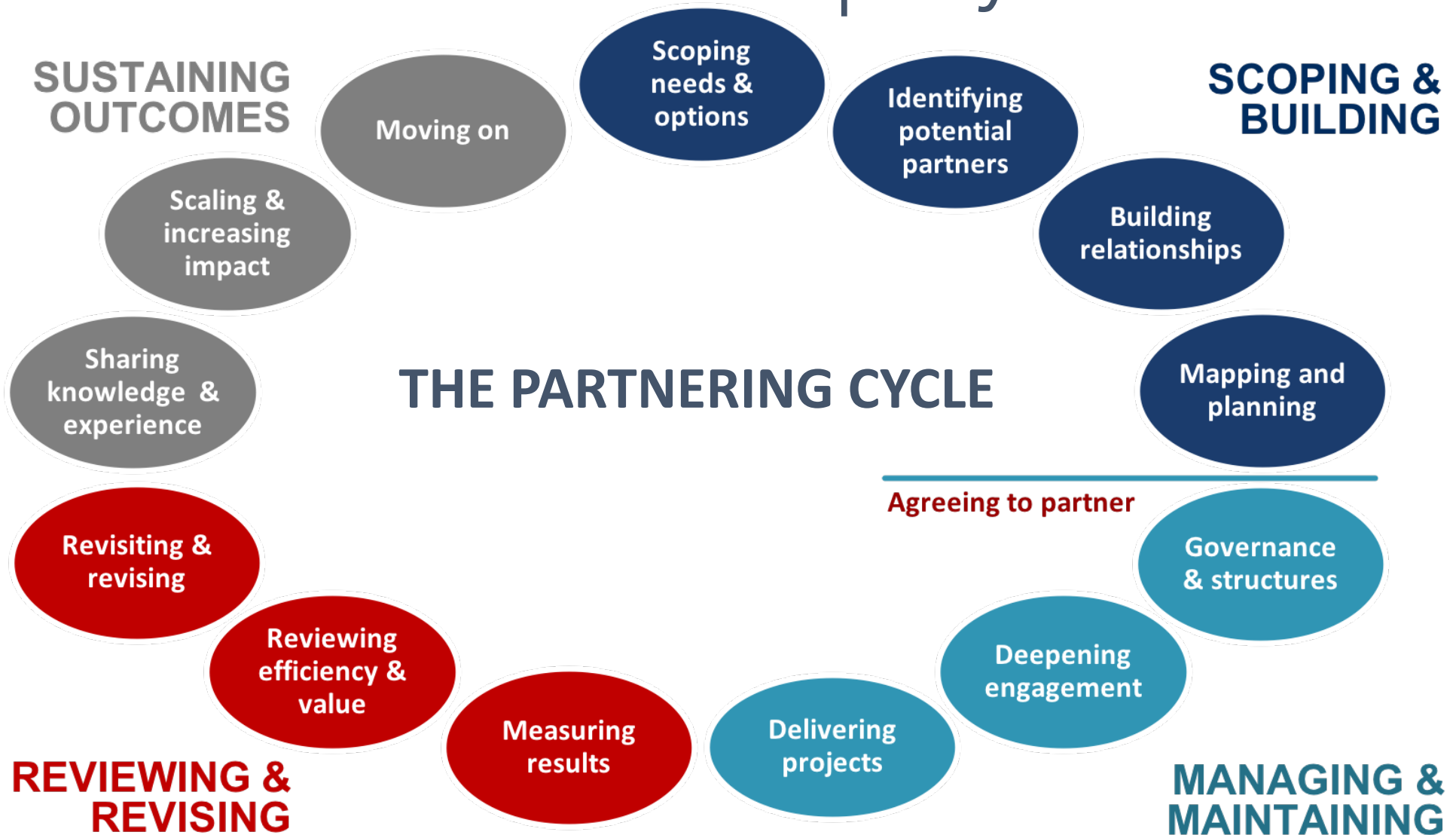


# The Partnership Cycle



# SCOPING AND BUILDING CHECK-IN LIST



## Partnership Brokering **ROLES**

- Scoping** of the partnership's potential
- Exploring** drivers, expectations, shared goals and individual underlying interests, constraints, and resources/assets can bring
- Co-creating and embedding** principles of diversity, equity, openness, mutual benefit & courage
- Enabling** partners to differentiate between their partnership and its projects
- Assisting** partners to co-create a plan and reach agreement

## Partnership Brokering **TASKS**

- Initiating the idea** of partnering
- Making the case** to potential partners / donors / decision-makers
- Scoping the possibilities** of partners, approach, models
- Energising** and enthusing
- Managing expectations**
- Supporting partners to co-create plan** for their projects / programmes
- Negotiating** a detailed collaboration agreement

# MANAGING & MAINTAINING CHECK-IN LIST



## Partnership Brokering ROLES

- Securing partner commitments**
- Co-creating** appropriate governance arrangements
- Building** partner capacities to strengthen and optimise the partnership
- Bringing** the partnership principles to life
- Deepening** organisational engagement
- Helping** partners to work through complex internal & external challenges
- Encouraging** assessment of the partnership's performance
- Enabling** partners to explore new ways of transforming systems

## Partnership Brokering TASKS

- Securing agreed resources contributions**
- Embedding governance arrangements**
- Helping partners to secure internal buy-in & navigate internal barriers**
- Developing a communications plan**
- Building partnering capacity** – individual and organisational capabilities
- Working constructively** to address both simple & complex challenges
- Agreeing benchmarks** for partnership reviews
- Helping partners capture their partnership story**
- Fostering blue-sky thinking** and courageousness

# REVIEWING & REVISING CHECK-IN LIST



## Partnership Brokering ROLES

- Supporting** partners in reviewing added value and effectiveness
- Helping** partnerships to become more effective and efficient
- Building** understanding of effective partnerships by encouraging partners to share their lessons learned
- Guiding** partners to plan for sustaining outcomes and moving on

## Partnership Brokering TASKS

- Agreeing and co-creating review procedures**
- Exploring added value** to partners and unexpected benefits / costs / outcomes
- Drawing out lessons** and capturing information
- Making any necessary changes** to project or partnering arrangements to improve it
- Assisting in revising** the partnering agreement
- Brainstorming new ideas** /developments
- Agreeing what to share** into the public domain and how
- Encourage partners to think about sustainability** and moving on options

# SUSTAINING OUTCOMES CHECK-IN LIST



## Partnership Building ROLES

- Exploring** moving on options and supporting decisions
- Ensuring** outcomes are sustained / embedded / transferred / scaled
- Managing** closure / moving on processes collaboratively
- Helping** partners celebrate, learn from and share their partnership ‘story’

## Partnership Building TASKS

- Bringing a range of ‘moving on’ options to the table for discussion**
- Co-creating a sustainability action plan and supporting its implementation**
- Managing all closure / moving on procedures sensitively and effectively**
- Recognising and celebrating the partnership’s achievements**
- Reaching agreement on communications / information for the public domain, including sharing knowledge and learnings**
- Identifying further spheres of influence and champions**

# COLLABORATION MEMORANDUM OF AGREEMENT CHECK-IN LIST

## WHO WILL BE INVOLVED?

- Description of partner organizations
- Identification of representative

## HOW WILL IT WORK?

- Partnership Principles and Way of Being
- Collaborative decision-making process and principles
- Governance arrangement and structure, including sub-committees
- Funding and fundraising process and arrangements (outline or principles)
- Measures to strengthen partnering capacity
- Metrics for monitoring and measuring partnership performance against each partners' objective and shared objectives
- Health check and partnership review process

## WHY COLLABORATE?

- Vision statement
- Shared goals/objectives
- Individual partner goals and objectives

## COMMUNICATIONS ISSUES TO BE CONSIDERED

- Procedures for ongoing communications between partners and within partner organizations
- Policies for branding (joint brand and/or use of each others' brand)
- Policies for public profile of the partnership
- Intellectual property and confidentiality issues
- Protocols for communicating with other stakeholders

## WHAT THE COLLABORATION WILL INVOLVE?

- Proposed work and activities
- Resource contributions from each partner
- Roles and responsibilities (confirmed/likely)
- Types of performance indicators/success factors that will satisfy each partner
- Ideas on/commitment to sustainability strategy

## WHAT IF?

- Grievance and conflict resolution mechanism to resolve differences
- Procedures for individual partners to leave or join
- How do we prepare to sustaining outcomes for the partnership as a whole

## WHEN THINGS HAPPEN?

- Timeframe and Milestones

## FURTHER ELEMENTS?