# What to include in your Partnering Agreement

### Who?

* + Short description of partners (including legal status, overall mission), identification of representatives of each partner organisation

### Why?

* + Vision statement
	+ Overarching drivers / reasons for involvement of each of the partners
	+ Objectives of the partnership
	+ Demonstrable VALUE created through partnering

### What?

* + Mission statement
	+ Context and target of the partnership activities
	+ Initial high-level theory of change and expected activities
	+ What each partner brings to the table
	+ Roles and responsibilities of each of the partners
	+ External resources
	+ Overall measures of success

### How?

* + Governance / accountability structure including decision-making principles
	+ Operational structure (coordination / management arrangements / secretariat) and internal communications
	+ Financial arrangements [details may be in a separate contract]
	+ Measures to strengthen partner capacity to implement commitments where necessary
	+ Timeframe and procedure for ongoing partnership review and revision
	+ Metrics for tracking and measuring partnership performance against partnership and each individual partners’ objectives
	+ Sustainability strategy for sustaining partnership ‘outcomes’

### What if?

* + Risks / threats and mitigation
	+ Grievance mechanism to resolve differences
	+ Rules for individual partners to leave or join
	+ Exit (‘moving on’) strategy for partnership as
	a whole

### External communications and IP

* + Rules for branding (using own or each others) and other rules for the public profile of the partnership;
	+ Intellectual property and confidentiality rules
	+ Protocols for communicating externally

### Charter

* + Agreed underlying principles / values of the partnership and partners
	+ Code of conduct / expected behaviours in the partnership

