# 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

A person using a computer

Description automatically generated with medium confidence