1.11 SCOPING AND BUILDING

Building blocks of partnership structure

USE IT
To prompt discussion of the governance and operational structure of the partnership

WHEN
Scoping and building, before the partnering agreement

WHO
Partners together

Ten areas to discuss for an effective partnership structure. Together with the outputs of resource mapping (tool 1.2) and partnership planning (tool 1.9), the answers will inform the partnering agreement (tool 1.10).

Ten areas to agree

Governance and decision-making
Who makes which decisions, at what level of authority?

Management structure
Will there be a secretariat, or another arrangement for managing the work?

Accountabilities
How will the partnership fulfil each partner's own accountabilities?

Human capacity
Do all involved have the skills they need to deliver?

Legal structure
Will you register a new legal entity, or sit within one of the partners?

Financial arrangements
What are the financial flows and fiduciary arrangements?

Relationship management
How will you keep building trust and the relationship between partners?

Communication
How will internal and external communication work?

Reporting
How will you meet all reporting obligations to partners and donors?

Review process
How will you build a culture of ongoing review, as well as formal evaluation?

Our decisions

Area	What we have agreed	Still to resolve
Governance and decision-making		
Management structure		
Accountabilities		
Human capacity		
Legal structure		
Financial arrangements		
Relationship management		
Communication		
Reporting		
Review process		

Adapted from Better together (Tool 7). © The Partnering Initiative. More tools at thepartneringinitiative.org/resources/type/tool/