

Tool 3: Checklist for a Partnering Protocol

Part of the [Climate 2025 Partnerships resources](#)

Please note that this is a generic Partnering Protocol guideline and can be adapted to suit your movement.

Introduction

- ✓ Vision of your movement
- ✓ Your 'unique selling point' as a movement

Purpose of the Document

- ✓ Purpose of the document
- ✓ Why partnership is important to your movement (top level statement; this is set out in more detail in a subsequent section)

Definitions

- ✓ Your definition of 'partner' and 'partnership'
- ✓ What types of entities you anticipate partnering with (eg, business, NGOs, local civil society organisations, etc; this will come from your stakeholder analysis)

Partnership Mission and Objectives (activities)

- ✓ Include your movement's mission and key objectives and / or activities (drawn from your Theory of Change)
- ✓ State which activities you anticipate undertaking through working in partnership
- ✓ Describe the expected / hoped for 'collaborative advantage' of working in partnership for your movement (see note below on this)
- ✓ Describe the expected / hoped for 'collaborative advantage' of working in partnership for the entities you'd like to partner with
- ✓ Explain the different kinds of resources that might be exchanged and combined through working in partnership (financial, technical, human, etc).

Partnership Principles

- ✓ Set out the core values of your movement, and what this means in practice

Partnership Selection

- ✓ Include what characteristics your ideal partner entity will have (in terms of sector, goals, ethics, reputation, etc.)
- ✓ List the characteristics of entities that would be excluded from partnering with you
- ✓ List the key factors that will be taken into account when deciding whether or not to pursue a partnership. Typically, these are:
 - Added value that the partnership will bring to achievement of your mission
 - Sufficient resources to enter into the partnership, and balance between costs and benefits
 - Interest/motivation of the partner
 - Reputation, capacity, values, and mission of the partner
 - Level of risk associated with the partner/ partnership
 - Other benefits the partnership will bring to your movement

When it comes to referencing the added value (collaborative advantage) you hope to achieve through working in partnership, you just need to be able to identify the main areas at this stage. These include things like:

- Increasing scale, reach and impact
- Creating collective legitimacy
- Amplifying messages
- Fostering shared learning
- Innovation due to the diversity of people and resources brought together through partnership

Once you enter into partnership conversations with specific partners, you will go through a more detailed process to identify the specific collaborative advantage for that partnership. See [Tool 5](#).

Tool 3 is adapted from the [GNDP-ECID Collaboration Toolkit](#). The workshop that accompanies the resource draws on work by the [Partnership Brokers Association](#) as well as [Effective Consortia: A Guide to Emerging Thinking and Practice](#) produced by [The Partnering Initiative](#) and [BOND](#).