# Partnership Working

# Points to Consider

# Introduction

# Partnerships with other organisations be they charitable or corporate can be very positive steps for many organisations. However, they are not something to be entered into without due consideration and ensuring that a partnership is the best way forward for your organisation.

# Questions to ask…

# Consider the following points before entering into any form of partnership:

# \* What do you want to receive/benefit from in the partnership?

# \* What can you offer in the partnership?

# \* Is your Board behind the partnership?

# \* What risks are associated with this partnership? Ensure you carry out a risk assessment.

# \* Identify potential conflicts of interest.

# \* Is your partner organisation financially secure?

# \* Does your partner organisation have everything in place e.g. insurance, robust policies etc.?

# \* How will you ensure you comply with data protection laws if having to share personal data between the partners?

# \* Clearly identify roles and responsibilities of each partner?

# \* If you are partnering over a project, which organisation is taking the lead on that project?

# \* Do the values/ethics of the partner organisation complement your own values/ethics?

# \* Would partnering with this organisation enhance or negatively impact your reputation? E.g if you were an alcoholic support group, should you partner with a company that sells alcohol?

# \* How will you share resources?

# \* How will you jointly monitor/quality check a project?

# \* When the partnership comes to an end – who will own intellectual property, items such as computers (if purchased for a particular project) etc…..?

# \* What steps need putting in place should relationships within the partnership start to fall apart?

# \* How will you end a partnership early? Can you terminate the partnership early?

# Partnership Agreement

# A written partnership agreement can help avoid potential misunderstandings. It should be drawn up and agreed by both parties before work begins on a shared project.

# Partnership agreements can indicate responsibilities for KPIs and targets, and what the consequences are for failure to meet these. A partnership agreement can also include a payment schedule, complaints processes and an exit strategy.

# The Charity Commission have provided an outline agreement called ‘Tool 10: Know your Partner – Outline Partner Agreement’. This can be found in our downloadable resources section of the CVS website. A link to this can be found here

# <https://www.cvsce.org.uk/sites/cvsce.org.uk/files/Outline%20Partership%20Agreement%20Guidance.pdf>