

## Positive Collaboration Checklist

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**Instructions.** Collaboration with other organizations can be a powerful strategy for creating positive impact. The challenge lies in creating partnerships that can yield positive results for the people served and the collaborating organizations. This tool provides a checklist of key considerations for positive collaboration. The first five considerations are fundamentals that should be in place for any collaboration. The additional considerations are potential benefits that could be achieved through collaboration.

The suggested use is to scan the list, and check the considerations that apply for the collaborative initiative you are considering. Then use the results to inform your decisions about moving forward. Also consider asking your prospective partners to complete the checklist from their perspective. This will help you focus on shared value, and accelerate the process of designing a collaboration that works for everyone involved.

<b>Fundamentals:</b> <i>We and our prospective partner...</i>	✓
1. Have compatible missions	
2. Serve the same or similar populations	
3. Provide similar or complementary services	
4. Have strong leadership commitment for collaboration	
5. Have a shared vision or purpose for collaboration	
<b>Potential Benefits:</b> <i>By working together, we and our prospective partner could...</i>	✓
6. Serve more people	
7. Expand our scope of services	
8. Improve access to services	
9. Improve quality of services	
10. Streamline our business processes	
11. Strengthen our data and evaluation capabilities	
12. Strengthen our information technology	
13. Share or reduce personnel costs	
14. Share or reduce supply costs	
15. Share or reduce equipment costs	
16. Share or reduce physical space costs	
17. Strengthen relationships with other important service partners	
18. Expand our pool of potential funders	
19. Strengthen relationships with specific funders	
20. Strengthen our influence on public policy development	
<b>Notes:</b>	