

Partnership Agreement Template

1 Vision

What is your shared vision for the project?

2 Quality

Is the main focus of your project on educational outcomes for all participants?

How will your project contribute to quality teaching and learning about development and global issues? E.g. what themes will you both cover and in which curricular/extra-curricular areas? What resources will you both use to support teaching and learning about these themes?

3 Educational objectives

What are your agreed educational goals? Have you identified areas of potential or actual curricular collaboration?

Will educational outcomes:

- support mutual respect between learners
- challenge and inform perceptions of development issues
- develop critical thinking
- encourage open-mindedness
- develop participatory skills?

4 Values and principles

What are the schools' values and principles? How do these complement each other? Are there any non-negotiable expectations concerning values and principles?

5 Mutual trust and respect

How can mutual trust and respect be established? How will a breakdown of trust and/or respect be dealt with?

6 Sustainability

How integral is the linking project to the schools involved?

What resources (people, time, skills, finance, and external support) are needed to sustain the project?

How might you make the project more sustainable? (e.g. involving parents, communities, greater numbers of students and teachers, etc.)

7 Inclusiveness and equality

How inclusive is the project?

How can marginalised individuals and groups (in school and local communities) be more involved?

What can be done to ensure that the project is based on equality?

8 Obligations and responsibilities

What roles and responsibilities does each school have?
What rights and obligations does each school have?

9 Reporting, reviewing and reflection

What frameworks will be used for reporting, reviewing and reflection?
What will be done to ensure that this is a two-way and on-going process?

10 Monitoring and evaluation

How will progress be measured, including the development of the project itself?
What will be the indicators for success?
Who will determine these?
What will be done to ensure that this is an open and collaborative process?

13 Timelines

Are there indicative and actual timelines related to specific tasks and outcomes?
How necessary are these?

14 Financial issues

If money is involved, what are the terms, conditions, accounting standards, accountability, etc?
How will you record spending for the project and report on this?

15 Fund-raising

If fund-raising happens, are there procedures to ensure the equal participation of all partners in planning, undertaking fund-raising activities and in agreeing on the use of funds raised?
Are financial and other contributions valued equally?

16 Conflict resolution

What mechanisms will be used to resolve conflicts? What role might third parties play (if any)?

(Based on WWF-UK Organisation Development Unit toolkit)