

Action Plan Template - Strategies for Effective Partnership

Key Partnership Element	Strategies	Responsible Party L=lead, S=support, I=implement	Timeline	Measures of Success
Alignment of cultures				
Alignment of leadership philosophies				
Integration of key priorities and mandates				
Creation of shared vision and values				
Creation of shared plan of action				
Common language and terms				
Identification of common environmental pressures and challenges				
Clearly defined roles and expectations (commitment)				
Clearly defined process for accountability				
Defined rules of engagement (decision making, conflict resolution, operating principles)				
Defined communications process/protocol/strategy				
Monitoring and evaluation (results) <ul style="list-style-type: none"> • Of plan • Of partnership 				

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Key Questions for Reflection

Strategies

What other initiative or strategies could be integrated with this effort?

Responsible Party

What current or potential partnerships could aid in this effort?

Think in terms of forming alliances: Who could lead it? Who could support it? Who could implement it?

How can we increase and enhance community leadership and participation?

What current or potential resources could be leveraged?

Definition of Terms

- **Key Partnership Element:** An element that is crucial for partnership success
- **Goal:** A projected state of affairs that a person or a system plans or intends to achieve. Identifies in broad terms how your initiative is going to change things in order to solve the problem you have identified. A result that one is attempting to achieve.
- **Strategy:** Action-oriented phrases to describe the manner in which the objective will be approached. *What will we do to achieve this objective, in broad terms?* The best strategies are those which have impact in multiple areas, also known as leverage or “bang for the buck.” Guiding question: *Will these strategies, when combined, fulfill our objective and goal?*
- **Responsible Parties:** The person(s)/group(s)/organization(s) who will lead, support and implement the strategy.
- **Timeline:** When the strategy will be implemented.
- **Success Measures:** How you will determine/measure the level of success achieved through the implementation of the strategy (not how you will know that the strategy has been implemented).