



Partnership Programme Preparedness Guiding Document

OBJECTIVE:

To arrive at a programme to offer a partner organisation with clear parameters of content, timeline and method of training.

Disclaimer: These are some of the basic aspects to keep in mind while preparing your programme to amplify impact. However, the extent to which you have to work on a particular aspect will differ based on the organisation, the programme, the domain etc.

Guiding questions are given to help you fill out the details of your programme.



Name of the Organisation

Name of the Programme to be scaled/strengthened?

The Concept (in 100 words)

What does the programme do?

Value Proposition for the other Organisation

What will another organisation gain by taking up this programme? What is unique in your offer?

Programme Outcomes

What is the problem this programme is trying to solve? What is the outcome that the organisation wants to achieve through the programme?

Demonstrated Evidence

What is the impact of the programme? How has it been measured?

Partnership Outcomes

What are the outcomes that you want the partnership to achieve?



What do you need in place to transfer your programme knowledge/knowledge of your solution to the partner organisation?

Content of the programme to be taken up by the partner organisation

- What will the partner be able to do at the end of the training?
- What are the topics you will cover in the master training?
- What are the collaterals needed for the master training? (For example Master trainer's manual, SOP on implementation of the programme in the partner community)
- How much time will it take to train the partner organisation?
- How many training sessions/or points of contact will there be?
- Can the content be customised based on the need of the community?
- Will the programme be online /offline?

Human Resources needed

- Is your team prepared to train other trainers or do they need capacity building to deliver the training to the partner?
- Are there any other capacity-building requirements?
- Do you have a person who can dedicate time to the partnership programme in terms of managing the relationships, handling the logistics, coordination etc.?
- Is the team capable of handling the customizations if needed?

Operations and Costs

- What is the difference in operations and costs for an online vs. An offline delivery of the training?
- How will the needs assessment be done? (Field visit/partner interview) Are you targeting any specific Geography? (Urban, rural, peri-urban, near your current operations etc.)
- What are the actual training costs (cost of logistics and materials)?
- What overheads do you have to consider? What is the cost of Human Resources needed?

Financial Resources/Fundraising

- Is there a donor supporting the programme?
- Are there funds allocated for the programme?
- Will the partner bear any portion of the costs?
- Is there a plan to raise funds for this programme?
- Will it be only by you or will you propose joint fundraising to the partner?