

## COLLABORATION *Screen*

### OVERVIEW

This Collaboration Screen guides an inquiry-based discernment process that should inform partnerships in order to create more alignment and transparency.

### STRATEGIC FOCUS

Completing this section will likely require some research and inquiry into background, purpose, intent, and capacity. This should be approached as an ITERATIVE process, one that is consistently revisited as more information and experiences become available.

#### Purpose/Mission

- How does this collaborator fit with your overarching purpose? Or if you represent a business/organization/team, your stated mission? Use specific language, as much as possible.
- What is the collaborator's overarching purpose?
- Do they have a vision and mission statement? How does it align with yours?

#### Impact

- What is the reason for this collaboration? e.g. Raising revenues? New connections? How much or how many?
- What are the anticipated returns from this collaboration? If revenue, how much? New connections? New "ambassadors"? How much or how many? Be as specific as possible.
- If this collaboration were to succeed brilliantly, what would that look and feel like?

#### Capacity

- What financial resources are necessary for this collaboration to succeed?
- What human resources from you are necessary for this collaboration to succeed? Who needs to be involved from your side and to what extent? Why? Be specific.
- Is there significant pre or post work associated with this collaboration?

#### Integrity

- What are some examples of how this collaborator has demonstrated strong integrity?
- Has this organization/individual worked with known partners, allies and/or team member(s)? How do they describe their experience?

#### Risk

- What are the potential risks in working on/with this collaborator?
- Is there a threat to your reputation?
- How might doing this proposed idea/work impact your relationship(s) with past constituencies?
- How might doing this proposed idea/work impact your relationship(s) with future constituencies?
- How might doing this proposed idea/work impact your relationship(s) with the general public?

#### Costs

- What is the proposed budget for this collaboration?
- What are the hidden monetary costs?

- What are the non-monetary costs?
- What are language needs for this proposed idea/work? Will it require any interpretation?
- Are there extra-ordinary costs?
- How will the finances associated with the collaboration stretch this potential client? Will it be prohibitive?

**Timing**

- When is the proposed timing for the launch of this collaboration?
- Does this conflict with previously scheduled activities? In what way?

**KEY QUESTIONS**

- If you were to enter into this collaboration, what do you need to know that you do not know now? What are the NON-NEGOTIABLE conditions (e.g. full control over a program budget) that are necessary to make this a “go”? Please list all of the questions below and be AS SPECIFIC as possible.

**OTHER IMPORTANT POINTS OF REFERENCE**

Please Complete this Matrix

Category	1 is worst, 5 is best					Total
	1	2	3	4	5	
Purpose/Mission						
Impact						
Capacity						
Integrity						
Risk						
Cost (revenues/resources)						
Timing						
A “1” for any category puts an immediate “hold” to any proposed project/program moving forward.						

