**Preparing for a meeting with a potential partner**

Use this worksheet to frame your thoughts as you consider your partnership and work together to develop the ultimate shared vision for your collaboration.

***Shared Vision & Leadership***

* Share with each other your vision and mission
* Do they align/enhance/support each other?
* What type of partnership are you pursuing?

***Aligned, Responsive Implementation***

* Share with each other your goals and priorities. Be specific.
* What are the expected measurable outcomes of your partnership? How do they align with your goals?
* What specific need or service gap will this partnership be meeting?
* What are the shared goals for this partnership?

***Shared Accountability for Success***

* What specific project/program/service are you offering? What strategies do you use to implement this? Do they align with your partner’s strategies?
* What are the costs of the project to you and your partner?
* What staff and resources does each partner bring?
* What do you need or expect from your partner? What does your partner need or expect from you? What are your roles and responsibilities with this potential partnership?
* How will you ensure the quality of the project? What are each partner’s roles related to this?
* How and when will you know if this partnership has been successful? How will you measure progress?

**Visioning Exercise**

Answer the following questions individually or with your partner. Use your answers to draft a vision statement.

1. What are the five most important core values for the partnership?
2. Use the values in a few sentences that describe the way you want this partnership to look in the future.
3. How will things be changed if your partnership embodies these values? Why?
4. What do you see as your organization’s strengths?
5. How can partnership maximize strengths while addressing challenges?

**Vision Statement**