

PARTNERSHIPS

Resource List 7 – Agreement Writing

Using Agreements

- Tennyson, R (2005) *The Partnering Toolbook*. International Business Leaders Forum, London. [Accessed 20/08/2009]. Available: <http://www.ThePartneringInitiative.org>

This publication offers an accessible and concise overview of the key elements to developing and maintaining effective partnerships. It also provides a range of corresponding tools most supportive in guiding stakeholders through all phases of the partnering process. Chapter 3 discusses issues concerning partnering agreements with a Sample Partnering Agreement in the Tools section.

- Tennyson, R (2005) *The Partnering Initiative*. International Business Leaders Forum, London. [Accessed 29/01/2010]. Available: <http://www.who.int/management/partnerships/overall/Partnership%20tools-en.doc>

Supporting tools to the *Partnering Toolbook*. Tool1: Partner assessment form; Tool 2: Coherence assessment questionnaire; Tool 3: Sample partnering agreement; Tool 4: Partnering roles and skills questionnaire; Tool 5: Guidelines for partnering conversations; Tool 6: Partnership review template; Tool 7: Casestudy template; Tool 8: Communications checklist.

- Stern, R., Heaney, D & Britton, B. (2001). *The Partnership Toolbox*. World Wide Fund for Nature (WWF). Surrey, UK. [Accessed 28/ 01/2010]. Available: http://assets.wwf.org.uk/downloads/wwf_partnershiptoolboxartweb.pdf

This publication offers a structured approach to developing partnerships with tools to assist with partnership agreements, monitoring and evaluation.

- NCOSS & DoCS (2008). *NCOSS Formalising Partnerships Kit*. Authored Tim Childs Consulting. New South Wales Council of Social Service and Department of Community Services. [Accessed 10/01/2010]. Available: <http://www.ncoss.org.au/resources/080801-formalising-partnerships-resource-kit.pdf>

This resource kit provides information and guidance on formalising partnerships. Sections 8 and 9 address legal issues and contracts.

- Our Community – Building Stronger Communities through Stronger Community Organisations. [Accessed 05/09/2009]. Available: http://www.ourcommunity.com.au/funding/funding_article.jsp?articleId=805

This site provides a broad range of information and advice on Community Business Partnerships which can also be applied to cross-sector partnerships. Guidance on putting together a community agreement can be found in Help Sheets Part 1.

- University of Kansas. (2010). *The Community Toolbox*. [Accessed 28/08/2009]. Available: <http://ctb.ku.edu/en/tablecontents/>

This site provides a wide range of information and toolkits in community-building skills, many of which can be applied to the stages of partnership development. Chapter 24 – Improving Services, Section 3 is on ‘Promoting Coordination, Cooperative Agreements, and Collaborative Agreements Among Agencies.

- Centre for Addiction and Mental Health. *Culture Counts: a roadmap to health promotion*, [Accessed 25/08/2009]. Available:

http://www.camh.net/About_CAMH/Health_Promotion/Community_Health_Promotion/Best_Practice_MHYouth/Culture_Counts/index.html

This Canadian mental health and addiction centre presents an on-line guide (also in pdf version) intended for organisations undertaking a health promotion initiative with ethno cultural communities. The information is broad and sections applicable to partnership development. Chapter 2 – ‘Work with Community Partners’, looks at agreement writing.

- Social Compass. (2007) *Partnering with community organisations: a toolkit for small to medium sized businesses*. An Australian Government Initiative. [Accessed 05/01/2010]. Available: <http://www.socialcompass.com/index.cfm/Partneringtoolkit/>
[http://www.socialcompass.com/docs/PartneringTools\(Final\).PDF](http://www.socialcompass.com/docs/PartneringTools(Final).PDF)

A publication providing a toolkit aimed at promoting community business partnerships. Sections can be applied more broadly to cross sector partnerships. Section 2 addresses agreement issues and Tools 3 and 4 support the agreement building process.

- Kowalski, S & Krattiger, A. *Confidentiality Agreements: A Basis for Partnerships, Handbook of Best Practices*. [Accessed 05/01/2010]. Available: <http://www.iphandbook.org/handbook/ch07/p02/>

This article discusses the elements of Confidentiality Agreements for partnerships and provides a template / example.

- The Community Toolbox. *Assessing Community Needs and Resources*. [Accessed 05/01/2010]. Available: http://ctb.ku.edu/tools/chapter_1024.htm

This site provides a wide range of information and toolkits in community-building skills, many of which can be applied to the stages of partnership development. Chapter 24 – Improving Services, Section 3 is on ‘Promoting Coordination, Cooperative Agreements, and Collaborative Agreements Among Agencies.

- Management Services for Health. *Forming Partnerships to Improve Public Health*. [Accessed 10/01/2010]. Available: <http://erc.msh.org/mainpage.cfm?file=2.2.1s.htm&module=planning&language=English>

This site has an online guide which supports partnership development including a section on Forming a Partnership Agreement.

- Stern, R., Heaney, D & Britton, B. (2001). *The Partnership Toolbox*. World Wide Fund for Nature (WWF). Surrey, UK. [Accessed 28/ 01/2010]. Available: http://assets.wwf.org.uk/downloads/wwf_partnershiptoolboxartweb.pdf

This publication offers a structured approach to developing partnerships with tools to assist in monitoring, evaluation and the development of shared objectives. The Partnership Baseline Tool provides a framework for developing a more systematic understanding of the nature of the partnership between organisations.

Legal considerations of agreements

- Australian Government, IP Australia. *What is Intellectual Property?* [Accessed 05/01/2010]. Available: <http://www.ipaustralia.gov.au/ip/index.shtml>

This site explains intellectual property.

- Rural Law Online. Victoria Law Foundation ‘Partnerships’ [Accessed 01/10/2009]. Available: <http://www.rurallaw.org.au/handbook/xml/ch06s09.php>

This site provides information on a variety of legal issues including partnerships, agreement writing and dissolving partnerships.

- Berlin, R. *'The Benefits of a Partnership Agreement'*. AllLaw.com: The internet's premier law portal.
http://www.alllaw.com/Articles/business_and_corporate/article13.asp

This article discusses the benefits of a partnership agreement.