**Community Breastfeeding Project**

**Partnership Agreement Template**

*October 2014*

**Funded Organization:**

**Project Name:**

**Date:**

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| **Project (250 word limit):**  *(Insert a brief summary of the funded project and main activities.)* |
| **Purpose of Agreement (125 word limit):**  *(Insert the purpose of the partnership agreement and timespan of the agreement.)* |
| **Responsibilities of Funded Organization (125 word limit):**  *(Insert list of responsibilities of funded organization.)* |
| **Any Contributions of Funded Organization (125 word limit):**  *(As relevant, insert contributions from the funded organization such as space, staff time etc.)* |

**Summary of Responsibilities/Contributions of Key Partner Organizations:**

*(Use this chart to summarize key partners that will be involved throughout the project. For informal or as needed partnerships, see the next section.)*

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| --- | --- | --- | --- |
| **Name of**  **Partner Organization** | **Responsibilities of**  **Partner Organization**  *(Insert list of responsibilities of partner organization)* | **Any Contributions Expected from**  **Partner Organization**  *(As relevant, insert contributions from the partner organization such as space, staff time etc.)* | **Confirmation of Agreement**  *(Include the date the agreement was confirmed with the partner organization, plus any relevant details such as signed copy on file.)* |
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**Informal or As Needed Partners:**

*(List partners that will be involved on a more informal basis, as needed. It is not expected that there will be written agreements with informal or as needed partnerships.)*

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| **Name of**  **Partner Organization** | **Responsibilities of**  **Partner Organization**  *(Insert list of responsibilities of partner organization)* | **Any Contributions Expected from**  **Partner Organization**  *(As relevant, insert contributions from the partner organization such as space, staff time etc.)* |
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| **Decision Making (125 word limit):**  *(How will decisions be made? How will activity plans, resources, tools be finalized/approved? How will input from partners be considered/incorporated?)* |
| **Acknowledgements and Identity (125 word limit):**  *(Insert information such as which logos will be on communications and final products, how partner organizations will be acknowledged in communications and final products etc.)* |
| **Ownership (125 word limit):**  *(Indicate who will own any products or activities and any relevant implications of ownership.)* |
| **Sustainability (125 word limit):**  *(Insert relevant information about roles relating to sustaining activities following the funding period, such as providing access to materials, distributing materials, updating materials, maintaining group activities etc.)* |