Map your partners and collaborators

This worksheet will help you map connections and collaborations between different partners involved in your program, define their responsibilities towards each other.

Make a word-cloud of the individuals and groups who may be directly or indirectly associated with your project. Think of core team members, mentors, local bodies, donors, governmental and non-governmental organisations, educational institutions, and more.

Then, define each of their roles and responsibilities, and strike off or underline their names from the word-cloud as you do. Here is a reference checklist to help make your own partner profiles!

Name:

Role: Educator

Responsbilities:
- Facilitate sessions
- Create activity ideas & plans
- Document the sessions with feedback
- Gather ecological knowledge & information

Name:

Role: Affiliated or collaborating organisation

Responsibilities:
- Provide training opportunities
- Provide learning resources
- Help with program building and documentation
- Help secure funding

Name:

Role: Mentor or collaborator

Responsbilities:
- Contribute with new ideas
- Provide knowledge or training on a specific service, skill, or subject
- Provide mentorship and guidance

Name:

Role: Funder

Responsbilities:
(Our responsibilities towards them)
- Terminal reports and assessments
- Accounts and transcripts
- Site inspection

Define their roles and responsibilities:

We can add doodles on the profile to give some personality

Responsbilities:

Name:

Role:

Responsbilities:

Name:

Role:

Responsbilities:

Name:

Role:

Responsbilities:

Name:

Role:

Responsbilities:

Name:

Role:

Responsbilities:

Name:

Role:

Questions to reflect on as you create your map of connections:

Whose participation is a must for the program to be successful? How can they be connected, what are our expectations from them, and what will we offer them?

How do we grow our map of connections? Who will lead us to new connections that we need?

How can we be transparent about the sources of funding, program objectives, and partners' involvement with everyone involved?

What challenges should we expect when working with these partners?

How do we get access to educator networks, training opportunities, and resource persons to grow our program and build capacity?

What are some indicators that can tell us which connections are growing more important to the program?

What does collaboration mean in our site? Are there traditional or local ways of working together that we can emulate or tap into?
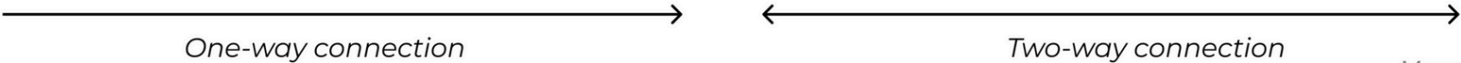
Will we need permissions from government agencies, village bodies, or individuals? Will these permissions require contracts that we can draft already?

How do we keep ethical considerations in mind when involving children in our program?

Mapping Partners Worksheet

**Now, map the connections and relationships between these partners and collaborators within the given format.
Use one-way or two-way arrows to connect them.**

Our Core Team

Partners and collaborators

One-way connection →

← Two-way connection →

This worksheet was created as part of the **Changlangshu Place-based Nature Education Project**, an initiative under Canopy Collective, the Changlangshu Biodiversity Management Committee, and The Green Hub Project.

The following worksheets, for grassroots nature education practitioners, are also available:
Place Profile Worksheet
Activity Design Worksheet
Feedback Documentation Worksheet
Program Review Worksheet

Download **Rooted in Place: Insights on ground-up nature education from Changlangshu, Nagaland** for more information about the program.

Visit canopycollective.in for more.