Pre-Partnership Check-up

This pre-partnership check-up is intended to guide the thinking of Cornell University Library partnership leads as they assess the value, costs, and risks of a new potential partnership. The responses to these pre-partnership check-up questions are also intended to help senior managers decide whether to approve resource commitments needed for the proposed new partnership.

There might not be answers to every question at this very early phase, but these are the key issues to be thinking about. Please provide as much detail as possible in your responses.

A separate partnership check-up instrument will be used by leads and senior managers to assess existing partnerships on a periodic basis. CUL leads of proposed partnerships may want to review this second instrument as it will provide guidance on the issues project leads should consider and work towards clarifying with the partner(s).

Please enter your name and the name of your partnership:
Your name: ____________________________________________
Partnership name: ____________________________________

1. Proposed partnership

 a. Who is (are) the proposed partner(s)?

 b. What is the purpose and intended outcome of the proposed partnership?

 c. What is the expected duration of the partnership?

 d. Who is the decision maker as to whether CUL participates in the partnership?

 e. Is the governance of the partnership clear at this point? Explain.
II. Alignment

a. Why does CUL wish to engage with this (these) particular partner(s)?

b. Why does(do) the proposed partner(s) wish to engage with CUL?

c. Do the proposed partners have a shared vision? Please state that vision.

d. Does the proposed partnership have the potential to enrich Cornell’s research or teaching, outreach and learning environment and/or support efficiencies and effectiveness immediately or in the future? Please explain how.

e. Why partner now?

III. Commitment

a. Is there a clear commitment to the partnership by senior levels of management of all partners? What is the evidence of that commitment?

b. Have you identified CU stakeholders (e.g. deans, faculty, OSP, Counsel’s Office) and communication strategies? Please explain.

c. How will costs and benefits be distributed among the partners?
d. What are the potential risks to Cornell and the partner(s)?

e. Is the willingness to take risks comparable among the partners?

f. Is there a mechanism to balance priorities and resolve disagreements?

g. Is there a clear and reasonable exit strategy?

IV. Resource requirements (financial and other, e.g. staff, space)

a. What CUL and partner resources are required to launch the partnership?

b. What CUL and partner resources are required to sustain the partnership?

c. What is (are) the partner(s) willing to contribute?

d. Do you have a plan to acquire funding to launch and sustain the partnership? Please explain.