

Items to include in a prospective partner questionnaire

(consider using an on-line tool such as www.surveymonkey.com)

- Contact details (and named coordinator)
- Organisation's role and responsibility
- Areas of expertise and experience in the field tackled by the project
- Activities currently underway or planned
- What does the organisation hope to gain through participation in the project?
- Previous experience of EU funding – development and delivery
- How much funding is required?
- Can the partner provide match-funding?
- Can timescales be met – meetings, consultations, co-financing etc?
- Availability for partner meeting
- Any questions the partner has for the lead partner?
- (space for your own ideas)...
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