

# RESOURCE NOTE 2

## INTRODUCTION

*This Resource Note is one of a series of notes to support Partnerships in the implementation of their action plans, under Theme 1.1 (Building Positive Relations at the Local Level) of the Peace III Programme. It has been developed by the Consortium<sup>i</sup> in response to requests from Partnerships on identifying the key areas for induction of new Partnership members and staff. The list is by no means exhaustive but is meant to supplement SEUPB Guidance Notes.*

Induction Checklist	Support Information/ Documentation
<b>Peace III Programme</b> <ul style="list-style-type: none"> <li>• Architecture</li> <li>• Objectives</li> <li>• Theme 1.1 Building Positive Relations at a Local Level</li> </ul>	<ul style="list-style-type: none"> <li>○ <a href="#">Operational Programme</a> (press Ctrl to access)</li> <li>○ Partnership Action Plan (Phase I and II)</li> <li>○ List of Programme Target Groups &amp; Areas</li> <li>○ Map of clusters</li> <li>○ Contacts details for Partnerships</li> </ul>
<b>Consortium</b> <ul style="list-style-type: none"> <li>• Role</li> <li>• Support material</li> </ul>	<ul style="list-style-type: none"> <li>○ Information on Consortium Role</li> <li>○ Contact details</li> <li>○ Individualised Support Plan</li> <li>○ Cross Border Frame work and Guidance</li> </ul>
<b>Partnership</b> <ul style="list-style-type: none"> <li>• Membership</li> <li>• Role &amp; responsibility</li> <li>• Conflict of interest</li> <li>• Governance</li> </ul>	<ul style="list-style-type: none"> <li>○ Partnership Agreement</li> <li>○ List of members &amp; sectors</li> <li>○ SEUPB Partnership principles</li> <li>○ Structure of Partnerships: sectors etc.</li> <li>○ Roles &amp; Responsibilities training</li> </ul>
<b>Monitoring &amp; Evaluation</b>	<ul style="list-style-type: none"> <li>○ Aid for Peace Base Line &amp; Reports</li> <li>○ Quarterly Reports – copies of access to copies.</li> <li>○ Template for project reporting if applicable</li> <li>○ Projects funded in Phase I</li> </ul>
<b>SEUPB</b>	<ul style="list-style-type: none"> <li>○ Scoring &amp; appraisal template</li> <li>○ Assessment Framework</li> <li>○ <a href="#">SEUPB Guidance Notes</a> (press Ctrl to access)</li> <li>○ Delivery Methods</li> </ul>

<sup>i</sup> The Consortium of CRC and Pobal have been commissioned by SEUPB to provide support and advice to the 14 Peace and Reconciliation Partnerships until 2013. Please refer to [www.pobal.ie](http://www.pobal.ie) or [www.nicrc.org.uk](http://www.nicrc.org.uk) for more information.