



1h 45m



PLENUM

DESCRIPTION

This activity will help you review and develop your relationships with key partners and stakeholders.



PREPARATION

If you would like to do a deep dive into analyzing your stakeholders, do **Method Card: Stakeholder Analysis** (34) before starting this Method Card. If a simple analysis will do, skip this preparation.



MATERIALS

- Flip Chart
- Markers



TOOLS

- **Method Card:**
Stakeholder Analysis (34)



GROUNDWORK

KNOWLEDGE AND
LEARNING

STEP 1 IN PLENUM:

Make a stakeholder map and identify your organization's 10 highest impact stakeholders (key donors, important partners, powerful public administration officials, influential members of the target group, etc). **[45 MIN]**

STEP 2

Analyze who in your organization has contact with these ten stakeholders and on what occasions. Identify one person who will be responsible for maintaining a relationship with each stakeholder (in case there are multiple points of contact with a stakeholder) This person will be in charge of relaying all relevant information to the stakeholder. **[30 MIN]**

STEP 3

Identify how each stakeholder may be useful for other members of the organization. Discuss how direct or indirect access to the key stakeholders can be created to make good use of the relationship. **[30 MIN]**



FOLLOW UP

The usefulness and impact of a stakeholder may change over time. Therefore, it is helpful to repeat this activity on a regular basis to keep track of developments in the stakeholder landscape.