GLOBAL WATER FUTURES
SOLUTIONS TO WATER THREATS IN AN ERA OF GLOBAL CHANGE

Identify and connect with partners, collaborators, and end-users.

1. Determine relevant and interested individuals and groups.

Who will be affected by or can contribute to the results? Geographically? Politically? Socially? Economically?
Who represents the end user group(s)? Who is active in the community? Who understands and is engaged with the issue? Who does the group trust as their representative?
Build relationships at multiple levels within groups: for example, front line, program, policy staff and executives.[1]

2. Build relationships using a proactive and multifaceted approach.[2]

Identify the quality of your existing or necessary relationships.
Is it a strong relationship with established contacts that are representative of the user group? If the contact is not representative, could they broker a relationship with a group member or colleague that is?
Is it a relationship in development? What are the strengths and weaknesses of the current relationship? What has gone well and what needs work? What are their preferred methods of engagement and how can trust be fostered?
Is it a new relationship? How will a representative of the group be identified? How will their interests be determined? How will the project benefit from their involvement? How will they benefit from their involvement? Do you have the time to foster the relationship?

3. Based on the previous assessment, plan to initiate, maintain or expand the relationship.

How much effort will it require to create and/or maintain the relationship?
What mechanisms are necessary to create accountability within the relationship?
What parameters will indicate success or failure in the maintenance of the relationship?
Could your project benefit from the creation of an Advisory Committee?

Maintenance of the relationship requires continuous two-way participation and dual accountability, which can be fostered through the creation of a **Terms of Reference**. A Terms of Reference can align expectations by outlining the agreement between the partners on roles, responsibilities and timelines.

4. Analyze the project resourcing and team structure through workplan gap analysis.

Do we have all the project information needed to develop a research plan with partners and collaborators? Have we identified research end products and end users for all tasks? Do we know what the collaborator roles will be on a task-specific basis?

What does connection look like?

For formal relationship-building, consider connecting over the phone, via email or through webinars. By hosting meetings and workshops. Informal activities could involve participation in community events, sharing food or music, or just being open to unexpected opportunities to learn alongside individuals and groups.

Need assistance?
Check out our resource page or seek support from the KM team.

5. Continuously and collaboratively track and reflect on processes.

Do you require support in facilitating committee meetings and discussions?
For example:

- Invitations to participate
- Meeting scheduling and logistics
- Meeting planning through materials and formatting
- Presentation preparation (reviewing the slide deck, checking for language, practice runs with presenters)
- Monitoring discussions, providing feedback on successes and challenges, and impact on KM plan

Track key meetings and conversations with groups using the **Engagement Tracker.**
Develop and maintain research team and collaborator contact lists.

6. Co-development, design, and planning.

1. Social Sciences and Humanities Research Council. 2018. “Guidelines for Effective Knowledge Mobilization.” *Application Regulations.* Accessed June 28, 2018. http://www.sshrc-crsh.gc.ca/funding-financement/policies-politiques/knowledge_mobilisation-mobilisation_des_connaissances-eng.aspx
2. Adapted from Shantz, E. 2012. "Knowledge Translation Challenges and Solutions Described by Researchers." Canadian Water Network.