



City of Phoenix
PHOENIX SISTER CITIES

HOW TO SET UP AND ORGANIZE A PARTNERSHIP RELATIONSHIP

POINTS FOR DISCUSSION

1. *Who made the suggestion?
 - *What are the reasons that have been offered for entering into the partnership (what kinds of exchanges are expected, e.g., youth, cultural, social, business, trade)?
 - *What has been done to ascertain the level of local interest and the opinions of the following:
 - City Council
 - Residents
 - Schools/colleges
 - Organizations/clubs
 - Businesses/business organizations (Phoenix Community Alliance...)
 - The Phoenix "international community"
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 - *Is an official affiliation to be signed?
2. *On a practical level, who is going to be responsible for the day-to-day running of the partnership?
 - *Identify committee members
 - *Has the City Council given its support?
 - *Who will meet the initial costs, such as:
 - stationery, postage, telephone and photocopying and travel
3. *Information about the proposed partner
 - press clippings
 - social/cultural
 - educational
 - economic

*What will the overseas partner expect?

*What can be done to keep the partnership active?

4. *Funding

- How much is this going to cost?
- Local fund raising