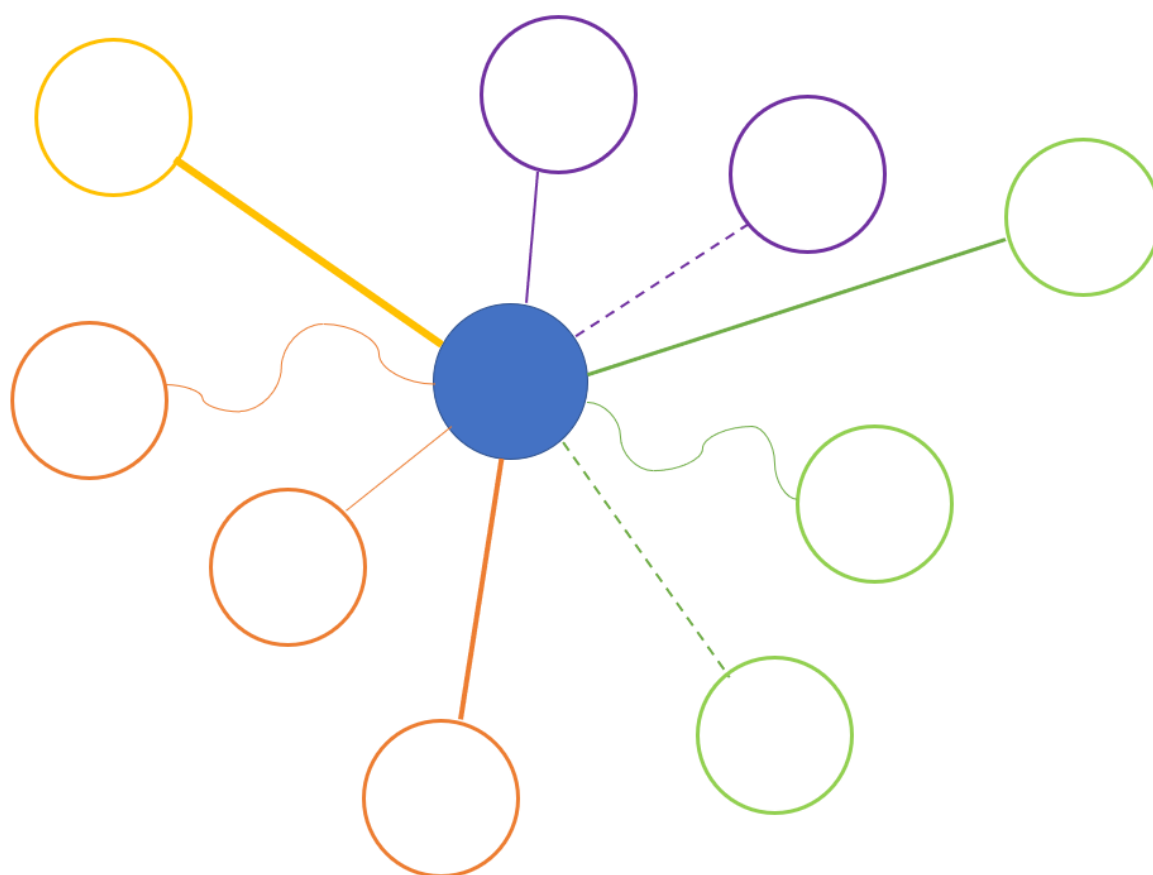


MAP YOUR NETWORK! WHO DO YOU COLLABORATE WITH? WITH WHOM HAVE YOU NOT YET COLLABORATED?

Which people, projects, and initiatives are part of your network? Who are your partners? And who not? Who would you like to include in your network?

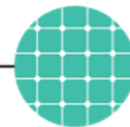
This exercise will help you clarify that.

- * Follow the seven steps of this step-by-step plan.
- * Answer the questions. This will help you create a diagram of your network.





MAP YOUR NETWORK



STEP-BY-STEP PLAN

PREPARATION

STEP 1: CHOOSE THE SCOPE OF YOUR NETWORK.

For example:

- * Only the partners from your neighbourhood or district.
- * The partners from your district and all other partners in your city or municipality.
- * The partners in your municipality and beyond.

Tip: Start with the partners from your neighbourhood or district. You can expand later.

STEP 2: MAKE A LIST OF THE PARTNERS IN YOUR NETWORK.

These questions can help:

- * Which partners do you collaborate with?
 - * Think of people, initiatives, and projects.
 - * Consider partners from the neighbourhood, district, or municipality.
- * Which partners help ensure your initiative can continue to exist?
- * Which people or initiatives help you achieve your goals?
- * Which initiatives inspire you?
- * From whom does your initiative receive funding, such as subsidies?
- * Who sponsors your initiative?
 - * From whom do you receive money?
 - * From whom do you receive materials?
- * Who works with a similar target group?
- * To whom do you refer participants?
- * Who refers participants to you?
- * To whom do you report problems or other issues you notice?

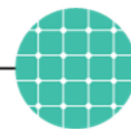


Tip: Need inspiration? Check out these websites:

- * Your city or municipality's website
- * Google Maps
- * Or look at the list of potential partners in the annex.



MAP YOUR NETWORK



STEP 3: MAKE A LIST OF PARTNERS MISSING FROM YOUR NETWORK.

These questions can help:

- * Which people or initiatives do you not yet work with, but would like to collaborate with?
- * With whom do you no longer collaborate? Why?



MAKE A DIAGRAM

STEP 4: PLACE YOUR PARTNERS IN THE DIAGRAM.

Place your initiative at the centre of the diagram.

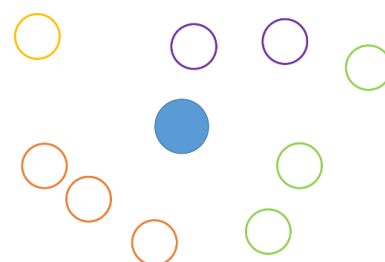
Put the partners from your list in Step 3 into the circles.

Give partners who belong together the same colour.

For example:

- * Blue = policy partners
- * Red = other social-sportive initiatives
- * Green = umbrella organisations
- * Yellow = your volunteers

EXAMPLE



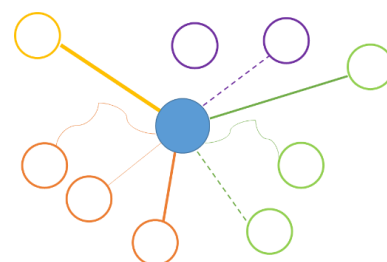
STEP 5: DRAW LINES BETWEEN YOUR CIRCLE AND THE OTHER CIRCLES.

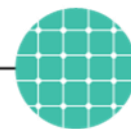
Clarify the relationships between your initiative and other people or initiatives.

For example:

- * Thick line = you collaborate well and frequently
- * Wavy line = you often collaborate, but it is sometimes challenging
- * Dotted line = you do not yet collaborate

EXAMPLE



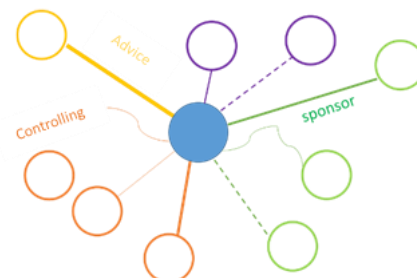


STEP 6: ADD EXTRA INFORMATION.

For example:

- * Sponsor: partners from whom you receive money
- * Materials: partners from whom you can rent or receive materials
- * Advice, information: partners who provide you with advice
- * Referrals: partners to whom you refer participants

EXAMPLE



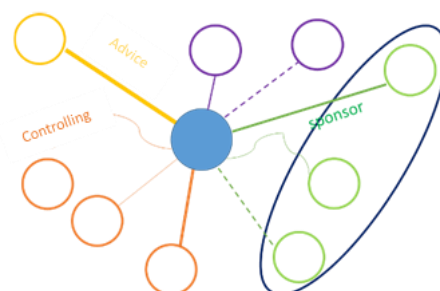
STEP 7: CIRCLE THE PARTNERS WHO COLLABORATE.

Who is connected with whom in the network?

For example:

- * Partners from the district
- * Neighbourhood consultation
- * A local platform of partners

EXAMPLE



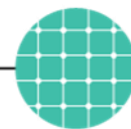
EVALUATE THE RESULT

Are there any missing elements? Go through the step-by-step plan again.

CONTINUE WITH PART 2 OF THE TOOL. THE DIAGRAM CAN HELP YOU.



MAP YOUR NETWORK



LIST OF POTENTIAL PARTNERS

IN THE FIELD

- * Social-sportive initiatives
- * Traditional sports clubs
- * Youth work
- * Childcare institutions
- * Socio-cultural organisations
- * Schools: primary, secondary, and higher education
- * Police
- * Welfare: organisations like care centres, poverty organisations, local reception initiatives, neighbourhood health centres
- * Local shops
- * Local sponsors
- * Churches, parishes, mosques
- * Prisons
- * ...

POLICY OR GOVERNMENT SERVICES

- * Municipal services from your city or municipality: youth, sports, local social policy, urban planning services,...
- * Neighbourhood managers, community workers, development workers
- * Municipal council
- * Aldermen
- * ...