



PREPARATION OF CASES

The application format for a Strategic Partnership prescribes that the applicant shall attach a number of cases to illustrate relevant track record. For consortia, the cases shall cover the track record of the consortium as a whole. The cases should illustrate experience and value added of the applicant organisation in the following assessment criteria:

1. Capacity for analysis, learning and innovation
2. Delivering and documenting results
3. Partnership approach

For the applicant, it will be important to consider a selection and composition of cases that can serve as a sufficient basis for the assessment of the track record of the applicant in relation to below listed criteria. To ensure this, the applicant is free to extract relevant information from any thematic, country and/or regional programme or campaign in the recent past (not more than five years old and only in a DAC-country). The cases should be selected from a significant and typical programme or process within the applicant's own portfolio, so that it is illustrative of the general approach and experience of the organisation.

The applicant is free to decide on the number of cases (minimum three), however the presentation of cases should not exceed 8 pages in total (using Garamond 13, single spacing). It is possible to refer to the same case under different capacity assessment criteria.

Applicants are requested to prepare the cases in such a manner that the applicant's track record and value added in relation to the concerned assessment criteria can be assessed solely on the basis of the cases presented. Each case should as minimum provide the following information:

- Dates
- Key results/ achievements contributed to
- Value added of the applicant organisation
- Lessons learned/ reflections
- Budget and funding agencies (if relevant)

For applications made by a consortium, the cases should clearly indicate which member(s) of the consortium that the case refers to.

For possible later validation, references should be provided to evaluations, impact studies or other evidence in support of the cases.