Tool 11: Final check ✓ Module 1

Before you proceed to Module 2, please check whether you have considered the main topics in Module 1.

| Topic | Criteria | Yes | No | Comments | Consequences(impact on other criteria, the whole project, the timeline etc.) |
| --- | --- | --- | --- | --- | --- |
| **Generate cross-border collaboration idea** | * Specific need or demand for target group has been identified

Tool 1: How to identify the need for cross-border collaboration |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| * Partnership is based on expertise (experience and competence in the field), necessary capacity and cooperation

Tool 2: Checklist: How to identify the right partners for setting up a cross-border healthcare collaboration project |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| * The mix of partners takes into account how they complement one another

Tool 3: Assessment matrix for complementarity of cross-border healthcare project partners  |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| A trustworthy partnership has been established. |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| **Analyse Stakeholders** | * Project stakeholders have been identified and analysed

Tool 7: Stakeholder analysis matrix  |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| * The stakeholders have been engaged in the process in line with their interests and attitudes towards the project

Tool 8: Stakeholder management plan  |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| **Project fundraising** | * Is there a clear need for external funding?
 |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| * External sources for raising funds have first been identified

Tool 9: Checklist: How to fund the cross-border healthcare project  |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| **Draft cross-border collaboration concept** | * The project idea has been drafted into a project plan defining:
* joint objectives
* partnership structures based on tasks and responsibilities
* lead partner vs. project partner responsibilities

Tool 10: Finalise the project concept with partners  |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| * The *Project Summary template* has been jointly agreed on by all partners

Tool 10: Finalise the project concept with partners  |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |

Source: GOE FP

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March 2018