

**Collaboration Project Feasibility Checklist**

<p>What are the main objectives in considering this shared services project?</p> <p><input type="checkbox"/> Improved services</p> <p><input type="checkbox"/> Cost savings</p> <p><input type="checkbox"/> Increased efficiency/streamline services</p> <p><input type="checkbox"/> Other (specify here) _____ _____</p>	<p>Will we need help from a technical service provider for a business case analysis?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>How will we pay for initial planning or set-up costs?</p> <p>_____</p> <p>_____</p>
<p>Are we able and willing to devote appropriate resources and time to this project?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	<p>Are there short- or long-term capital cost implications to implement shared services?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
<p><b>Type of arrangement</b></p> <p>Do we have a previous working relationship with this partner?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	<p><b>Political support</b></p> <p>Are there any political risks in collaborating?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>Will this process raise contention among the elected leaders?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>Will employee/unions support this project?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>How can we gain employee support for the project?</p> <p>_____</p> <p>_____</p>
<p><b>Impact on service</b></p> <p>Will this arrangement result in an improvement in services?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	<p><b>Community Support</b></p> <p>Will citizens react positively to this arrangement?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>How can we build community support for this program?</p> <p>_____</p> <p>_____</p> <p>Other local considerations</p> <p>_____</p> <p>_____</p>
<p><b>Economic considerations</b></p> <p>Will this arrangement save money?</p> <p>Short term?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Unknown</p> <p>Long term?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Unknown</p> <p>Is there cost associated with this arrangement?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	