PARTNERSHIP COMMUNICATION WORKSHEET



Use this worksheet to identify and document the communication strategies you plan to use with partners and other stakeholders.

Partner's Name: ______ E-mail: ______ Phone: ______ E-mail: ______

Other Contact Info: _____

Communication Channel	Communication Time	Communication Style	Deliverables	Notes
Phone calls, e-mail	Monday 8am-5pm EST	Casual; friendly	Weekly phone calls and reports	