A monitoring dashboard is just as useful as the decisions and actions that it enables the partners to make in order to achieve the partnership success. Consider both internal and external risks. Focus on the risks that can be identified, measured, and likely to materialize.

2.2. For each area of the evaluation framework. Consider both internal and external risks. Focus on the risks that are most critical to the partnership success.

2.1. Define key risk indicators & thresholds

How will we monitor the partnership success in each area of the evaluation framework? Consider both internal and external risks. Focus on the risks that can be identified, measured, and likely to materialize.

3.1. Define key performance indicators & targets

How can we track risks that could prevent the partnership from delivering value for its customers? For each KPI, identify the target value and target date. How will you update the Dashboard, record the status of each KPI? Every time you update the Dashboard, record the status of each KPI. Compare to your baseline and discuss decisions to be made or actions to be taken.

Steps Description

**Step 1** Define key performance indicators & targets

1.1. Together, discuss and define what would success mean for each section of the Monitoring Framework. Consider both internal and external risks. Focus on the risks that can be identified, measured, and likely to materialize.

1.2. For each risk factor, brainstorm collectively. SMART KRIs you will use to monitor the risk of your partnership. The KRI list should be comprehensive but not exhaustive. Focus on the top 2-5 indicators that are most important and would impact decisions.

1.3. For each KRI, identify your thresholds (level of risk you want to stay below) and clarify the baseline, the unit of measure, and how the data will be collected.

On the first time you establish the Dashboard, record the "As is" status for each KPI. This will establish your baseline.

**Step 2** Define key risk indicators & thresholds

2.1. Together, discuss any risks that might stifle the partnership success in each area of the evaluation framework. Consider both internal and external risks. Focus on the risks that can be identified, measured, and likely to materialize.

2.2. For each risk factor, brainstorm collectively. SMART KRIs you will use to monitor the risk of your partnership. The KRI list should be comprehensive but not exhaustive. Focus on the top 2-5 indicators that are most important and would impact decisions.

2.3. For each KRI, identify your thresholds (level of risk you want to stay below) and clarify the baseline, the unit of measure, and how the data will be collected.

On the first time you establish the Dashboard, record the "As is" status for each KRI. This will establish your baseline.

**Step 3** Test & refine the Monitoring Dashboard

3.1. Before releasing your dashboard, reflect together on the following questions and make any necessary adjustments:

Are the KPIs easy to read and understand?

Do the KPIs provide a comprehensive read on the partnership performance?

How often will you update and review your dashboard?

Are your targets / thresholds realistic in the timeframe established?

Do the KPIs provide a comprehensive read on the partnership performance?

How will you update the Dashboard, record the status of each KPI? Every time you update the Dashboard, record the status of each KPI. Compare to your baseline and discuss decisions to be made or actions to be taken.

**Step 4** Test & refine the Monitoring Dashboard

4.1. Before releasing your dashboard, reflect together on the following questions and make any necessary adjustments:

Are the KPIs easy to read and understand?

Do the KPIs provide a comprehensive read on the partnership performance?

How often will you update and review your dashboard?

Are your targets / thresholds realistic in the timeframe established?

Do the KPIs provide a comprehensive read on the partnership performance?

How will you update the Dashboard, record the status of each KPI? Every time you update the Dashboard, record the status of each KPI. Compare to your baseline and discuss decisions to be made or actions to be taken.