

## Discussion Questions: Joint Contracting

*Joint contracting can make you and your partners more attractive to an external firm, enabling you to get much higher quality services for the same amount that you are dedicating to this project. Is joint contracting the right strategy for you?*

### 1.) Is your organization ready to contract out services?

- What service area will be contracted out? What is the scope of work and timeline for the contract? What is the budget for contracting?
- Are you willing to change your behavior and adopt the standards and systems of a contracted service provider?
- If the work is currently being done by staff members, how will you reallocate tasks to a contracted service provider? Will you need to adapt your staffing structure?
- Are staff members willing and able to work with a contracted service provider to provide information, guidance, or feedback?

### 2.) Could you collaborate with other organizations in your local community or sector to develop a joint contract?

- Is there a capacity building organization in your community that is convening a cohort of organizations with similar needs to yours?
- Are you willing to start conversations with your collaborative partners or peer organizations about joint contracting? Are they ready to contract out services?
- Can a memorandum of understanding be developed and signed to define how services will be jointly contracted?

### 3.) Are there service providers who can meet the needs of the joint contract?

- What geographic area does the service provider need to be located in? Do the services need to be provided on site or by a local service provider? Is it possible for services to be provided on-line or remotely?
- Do you know of affordable, available, and accessible service providers? Or can a request for proposals be issued to identify potential service providers?
- Are there community or membership organizations, for example, a state nonprofit association, that provides listings of service providers seeking work?
- Are the service providers open to working with multiple organizations through a joint contract?