



Roles and Responsibilities

In this partnership, Janaagraha will share all its knowledge, models and products free of cost to partners and undertake capacity building sessions, and partners will utilize the same, leverage their expertise and experience in their particular cities/state of operations, engage with city and state level political and administrative leaders and civil society to drive reforms to city governance. High-level roles and responsibilities envisaged are given below:

Janaagraha

1. Prepare State / City level ASICS or an ASICS deep-dive report (a diagnostic evaluation of urban governance in collaboration with the Network Partner with an actionable reform roadmap)
2. Act as a centralized knowledge support partner (on governance data and insights, templates for governance evaluation, sharing knowledge on City-Systems reforms – municipal finance, staffing, transparency, citizen participation etc.). Support the network partner in dissemination of data and insights by providing required information and knowledge collaterals
3. Provide City-Systems reforms training and implementation support to help network partners lead government and media engagement as well as implement City-Systems reforms
4. Support network partners in raising long-term funds/philanthropic support to make NCSR a self-sustaining and long-lasting initiative
5. In addition to these, Janaagraha will be happy to support network partners in engagement with city / state government for signing up to city-system reforms, provide technical support to governments along with partners in implementation of City-System reforms and to jointly review implementation progress

Network Partner

1. Provide data and support in preparation of State / City level ASICS or an ASICS deep-dive report
2. Disseminate data and insights to key decision makers at the state / city level
3. Create engagement platforms and engaging with key decision makers to advocate for reforms (events, round-tables and conferences)
4. Lead implementation of city-system reforms in partner states / cities with support from Janaagraha
5. Recruit and train appropriate staff to lead activities of the network to meet defined objectives
6. In the medium term, fund-raise and seek long-term philanthropic support to help scale NCSR's activities and make it a sustainable and long-lasting initiative.



The relationship between Janaagraha and the network partner will be formalized through a formal Memorandum of Understanding. However, for the NCSR to achieve its stated long-term objectives, all network partners, including Janaagraha, will need to actively work together to fund-raise and seek long-term philanthropic support.

Partner On-boarding Timetable

The NCSR on-boarding process is likely to take roughly 45 days. The process begins with potential partner organisations submitting an information and on-boarding form and ends with the signing of an MoU between Janaagraha and the partner organisations. An indicative timeline of the process is shown below.

S. No	Activity/On-Boarding Stage	Timeline
1	Submission of Partner Information & On-boarding Form by non-profit(s)	Day 0
2	Internal discussions and communication with potential partners on the same by Janaagraha	Day 5
3	Discussion with potential partners on information and on-boarding form (telecons and face-to-face meetings wherever possible)	Day 5-15
4	Discussion of partner role and reform proposal prepared by potential partner	Day 15-20
	Internal discussions and communication with potential partners on the proposal by Janaagraha	Day 20-25
5	Discussions between Janaagraha and potential NCSR partners on shared proposal (telecons and face-to-face meetings wherever possible)	Day 25-35
6	Finalising reforms/partnership proposal	Day 40
7	Signing of MoU between Partner NGO and Janaagraha as NCSR members	Day 45