**Stakeholder matrix & engagement strategy**  
Template

**Project number** (e.g. MPIA-10111)**:**

**Country:**

**Project leader:**

**Defining our priority target audiences**

Please use the table below to list the target stakeholder institutions/organizations for your research project and expected findings.

For each institution/organization, identify:

* Which of the following categories of “user” it belongs to (1 or 2), and briefly describe how their role/mandate is relevant to your project.

1. **Direct/first-hand users**, i.e. those who can assimilate your findings into decision or action (that can/will affect the beneficiaries)
   * Describe: why are the expected findings relevant to their work/mandate
2. **Indirect/second-hand users** (or intermediary audiences), i.e. those who can use your findings to inform other stakeholders
   * Describe: who will they inform, and why is this relevant

* Those stakeholders who are also “**input providers**”, i.e. who can provide information that will be used to inform your project’s analysis, and describe the inputs you expect them to provide
* Your main contact(s) within the institution/organization, including:
  + Name
  + Position
  + Relative level of influence in terms of advising policy decisions – how close are they to the decision-makers:
    1. High (direct advisor),
    2. Medium (close intermediary – sometimes meet with decision-makers)
    3. Low (distant/technical)

STAKEHOLDERS

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Institution/ Organization** | **Department(s)**  If any | **Direct/ indirect user** | **Relevance** | **Input provider – if so describe input expected** | **Individuals** | **Influence level** |
| (e.g. Ministry) |  |  |  |  | Name:  Position/title: |  |
| Name:  Position/title: |  |
|  |  |  |  |  | Name:  Position/title: |  |
| Name:  Position/title: |  |
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| Name:  Position/title: |  |
|  |  |  |  |  | Name:  Position/title: |  |
| Name:  Position/title: |  |

STAKEHOLDERS

**Please describe your strategy to engage and consult with these stakeholders, with emphasis on those identified as “direct/first-hand” users of your findings.**

Type here