

Project Planning Toolkit



Project managers interested in developing a workplan within a project proposal. It is recommended to develop this workplan in collaboration with project leads.

Resource for Implementing Patient Partnership in the European Reference Networks (ERNs)

01 Purpose

This toolkit supports project managers in implementing a patient partnership approach during the planning of projects and activities. Each of the four tools targets different phases and needs of the project cycle.

02 How to use it

The toolkit includes four tools to assist with project planning:

- 1) Project Planner: a tool to identify where patient representatives and health professionals will collaborate as a team and what type of involvement is needed from with patient representatives.
- 2) Engagement Planner: a tool to organise engagement with the wider patient community, beyond patient representatives.
- 3) Self-Assessment: a questionnaire to self-assess whether the project proposal includes a strong patient partnership approach and allocates resources for effective patient-clinician collaboration.
- 4) Impact Assessment: a tool to use 3–6 months after your project ends to assess the impact of the partnership.

03 Why use it

This toolkit helps you embed patient partnership into project planning and implementation processes for greater collective impact.

Scan the QR code or [click here](#)



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