This template has been designed to help understanding existing relationships between stakeholders, their knowledge and views of a project and their willingness and capacity to engage. Examples of typical stakeholders and possible overall levels of engagement have been provided in Table 3.3 in Section 3 of the *Handbook*. The overall level of engagement will depend on the results of mapping exercises and information on this and how to use this template can be found in Section 3 of the *BiodivERsA Stakeholder Engagement Handbook*.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Stakeholder** | **Existing relationship** | **Relationship with other stakeholders** | **Knowledge of the project** | **Views on the project** | **Best means of communication** | **Willingness to engage** | **Capacity to engage** |
| **Collaborate** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Involve** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Consult** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **Inform** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |