

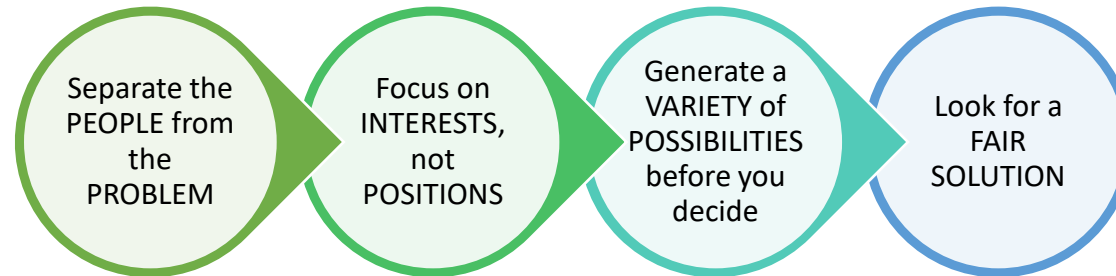


Partnership and Community  
Collaboration Academy

## **Principled Negotiation Planning**

1. Review the four elements of principled negotiation.
2. Use the table on Pages 3 and 4 to go deeper in understanding your style, positions, interests, and options - and those of your partner.
3. Once you reach agreement, be sure to document your agreement and follow up actions.
4. Share your takeaway on the [Self-Study Form](#).

## Elements of Principled Negotiation



### Respond Strategically



### Peeling the Orange



## Principled Negotiation Planning Worksheet

<b>What is this?</b>	<b>My Point of View</b>	<b>Their Point of View</b>
<b>People</b> <i>Who are the people involved in this negotiation?</i>		
<b>Problem/Issues</b> <i>What are the substantive issue(s)?</i>		
<b>Working Style</b> <i>Default negotiation style: avoid, accommodate, compete, compromise, or collaborate.</i>		
<b>Positions</b> <i>What I SAY I want</i>		
<b>Interests/Needs</b> <i>What I REALLY want or need</i>		

<b><i>What is this?</i></b>	<b><i>My Point of View</i></b>	<b><i>Their Point of View</i></b>
<b>Zone of Mutual Interest</b> <i>What are some common interests we share?</i>		
<b>Creative Concessions (Gives and Gets)</b> <i>What are some things I might be willing to give or offer?</i>  <i>What might I be hoping to get?</i>		
<b>Possibilities and Options</b> <i>What options are currently on the table?</i>  <i>What else might be possible?</i>		
<b>Fair Solutions</b> <i>What would a fair solution look like?</i>  <i>What might be some objective criteria we could use (customs, precedence, legal or reciprocal)?</i>		
<b>BATNA</b> <i>My best alternative to a negotiated agreement. What I will do if we do not negotiate or reach agreement.</i>		

Agreements	Follow-up Actions