**Transformational Investment Capacity (TIC)**

**Concept Note / Application Form1**

***Please submit the completed form to*** [***TIC@msf.org***](mailto:TIC@msf.org)***.***

*For further information, visit:* [*msf-transformation.org*](http://msf-transformation.org/)*.***Top of Form**

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| --- | --- | --- | --- | --- | --- | --- |
| TIC Idea Title: | | | | | | |
| Date: | | Submitter Name: | | MSF Affiliation: | | |
| Contact Information: | | Email: | Telephone: ­ | | | Skype: |
| Budget requested (Euros): | | | Project Length (months/years): | | | |
| Project Category (double click box and select “checked”):  HR/Learning  Operations/IT  Medical R&D  Efficiency Gains  Other (describe category) | | | | | | |
| Project Type: | Large-Scale (> €250,000)  Incubator (< €250,000) | | | | | |
| *Incubator2:* | Sponsoring Board (OC/partner section): | | | | Sponsor Name: | |
| *Large-Scale3:* | Sponsoring OC: | | Sponsor Name: | | | Supporting OC: |

**Problem Statement / Need** (clearly articulate the challenge/issue to be addressed)

**Proposal Description: Idea or Solution** (idea, business case, prototype, other)

**Description of Benefits** (what are the tangible benefits of this project to MSF patients, programs/operations, staff, etc.? what would success look like if this idea is scaled across MSF?)

**Alignment with Strategic Objectives** (link to MSF, OC and/or partner section objectives)

**Project Team Overview** (who will develop the idea; if large-scale project, who is the team/Steering Committee)

**Project Manager**:

**Project Team**:

**Additional Resources Required** (types of people/skills/expertise required (internal MSF, external))

**Key Stakeholders** (individuals, groups or organizations that may be impacted or may impact the project)

**Equity, Diversity, and Inclusion Considerations** (does the project team reflect and harness MSF’s diversity? how will the project address barriers to meaningful inclusion and participation by equity-seeking groups4?)

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| **Stage/Milestone** | **Timing**  (at least every 6 months, eg month 1-4, month 5-9) | **Deliverables/Activities** |
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**Project Timeline**

**Considerations in Scaling** (partnerships, intellectual property, contracts, other)

**Cost Breakdown** (what will the investment funds be used for, budget, expected expenses)

***See budget addendum.***

**Monitoring and Evaluation** (what are the outcome metrics and key performance indicators? how will you quantitatively measure impact?)

**Risk Analysis**

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| **Key Risks**  What would hinder this project’s success? | **Risk Probability**  (H, M, L) | **Risk Impact**  (H, M, L) | **Risk Mitigation**  What actions would be taken to address the risks identified? |
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**Dependencies / Linkages** (note if there is a link to other projects (TIC, MSF, external) or dependencies)

**Additional Information** (if required)

[TIC@msf.org](mailto:).