**Transformational Investment Capacity (TIC)**

**Proposal Sponsorship Form**

*TIC Website:* [*msf-transformation.org*](http://msf-transformation.org/)*TIC Email:* [*TIC@msf.org*](mailto:Kathleen.corey@toronto.msf.org) *TIC SharePoint:* [*Site*](https://msfintl.sharepoint.com/sites/msfintlcommunities/tic/Guidelines/Forms/AllItems.aspx?id=%2Fsites%2Fmsfintlcommunities%2Ftic%2FGuidelines%2F2%2E%20Approved%20Project%20Templates&viewid=9e4292ea%2D5616%2D4645%2D8eeb%2Dec7695a50e4c)**Top of Form**

TIC Idea Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ MSF Affiliation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Executive / Board Entity and Contact Person Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Executive / Board Contact Information: Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Idea Category** HR/Learning Operations Improvement/Technology Medical R&D Efficiency Other (describe) a

**Investment Amount Requested**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ EUROs Project Length (months/years): \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TIC Sponsorship Role and Responsibilities**

*The role of the Project Sponsor is to support TIC projects in reaching their intended goals through project leadership and strong governance. By Sponsoring projects, the executive or board:*

* *Is accountable and responsible for appropriate project governance and fiduciary/financial management*
* *Serves as a champion for the project, supporting buy-in to the project and its outputs and outcomes*
* *Chairs/participates on the project Steering Committee*
* *Provides oversight for the Project Lead/Manager*
* *Provides the required support to the project team in terms of HR oversight and support including:*
  + *recruiting project team members*
  + *contracting and onboarding*
  + *payroll and invoices*
  + *hosting TIC project team members (physical location of team)*
  + *administrative management and support*
  + *travel support*
  + *IT support*
  + *fundraising (support to earmarked donations if applicable)*
* *Ensures access to field projects (either directly or through an OD) and the involvement of other MSF sections and entities (if applicable)*
* *Supports transition to Business-as-Usual and scale-up*

**TIC Supporter Role and Responsibilities***The role of the Supporting entity is to support the Sponsoring entity and the TIC Project in championing the project. By supporting the project, the executive or board may:*

* *Participate in the project Steering Committee or Advisory Group*
* *Host project team members*
* *Provide access to field projects and operations staff (directly or indirectly through an OD)*
* *Support with field testing of products and services*
* *Implement final products and services*
* *Connect project with key stakeholders and subject matter experts*
* *Support scale-up and transition to Business-as-Usual*

*For more information, please see the* [*TIC User Guide Chapter 2: Defining TIC Proposal Sponsorship and Governance Process*](https://msfintl.sharepoint.com/sites/msfintlcommunities/tic/Guidelines/2022%2010%2007%20TIC%20User%20Guide.docx?web=1#Chapter2)

**Applicant Reference** *(Applicant relationship to MSF, experience level, character reference, ability to execute on the project, experience in planning and conducting projects, strength of team*

**Proposal Thoroughness** *(Clearly articulated problem statement, clearly defined impact/benefit statement, implementation thought through, use of funds clearly articulated)*

**Linkages to Field, Beneficiaries and/or Office** *(If field, beneficiary population and/or office engagement are required, how would the applicant access the populations / communities /offices required?)*

**For large and very large-scale proposals, Sponsor Consultation with the relevant Platform\*** *(Have you had discussions with the relevant Platform e.g., DirMed, FinDir, ESCC, DirLog, ISM, etc., and what was the feedback?)*

**\*** *For “Medical TICs” encompassing Medical R&D (treatment, diagnostics, R&D model) and non-medical TICs having a direct impact on medical staff, TIC Projects may require medical team participation, including for Steering Committee and that there may be a working group on the subject.*

**Reasons for Executive / Board Sponsorship** *(Rationale for sponsoring / not sponsoring the proposal)*

**Executive Board Decision:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (sponsors, requests resubmission, does not support)

**Sponsor Name, Role, and Signature**[[1]](#footnote-1)**:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**OD Support Name, Role, and Signature** (large-scale and very large-scale TICs only)2**:**

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**OD Support Name, Role, and Signature** (large-scale and very large-scale TICs only)2**:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

1. Signatories can be the section Board President, section Board TIC Representative or Director General for incubators. 2Signatories must be an OD Director General or OD Board President for Large and Very-Large-Scale Proposals [↑](#footnote-ref-1)