|  |
| --- |
| [ ] **New/**[ ] **Update\*** |
| [ ] **Approve\*\*/**[ ] **Deny**  |
| **\*Reason for Update**Choose an item. |
| **GTC Support Request Form** |
| **FIX Working Groups may require BA support from the FIX Technical team. Once the business requirements have been outlined by a working group the technical team may be required to help drive necessary changes to the protocol.****This support may include:*** **Mapping**
* **Identifying gaps**
* **Drafting of Gap Analysis Documents/Generation of Extension Pack**
* **Drafting of Recommended Practice Documents**

**Working Group leaders are required to submit this form to the GTC, in order to obtain BA support estimates and receive assignment of technical lead.** **This document will then be shared with the regional co-chairs or the GSC (global initiatives) to: a) Approve b) Deny c) Put forward to the GSC at the next meeting for a vote. (In the event that the regional co-chairs do not approve, the working group leadership could submit to the GSC for further consideration.)** **This document and its estimates are only valid for a period of 3-6 months. If the project extends beyond 6 months, a new support document will need to be submitted with revised cost estimates.**  |
| **Working Group:** |  |
| **Submitter’s Name:** |  | **Date Submitted:**  |  |
| **Purpose of Approval:** | [ ]  BA analysis (includes mapping/identifying gaps)[ ]  Production of Gap Analysis Document/Generation of Extension Pack[ ]  Production of Recommended Practices Document[ ]  Production of Technical Specification Document[ ]  Other – Include details on the purpose(s) in the ‘Additional Notes’ section below.  |
| **(GTC Input)****Proposed Resource(s):** | [ ] Lisa Taikitsadaporn[ ] Jim Northey[ ] Hanno Klein[ ] Don Mendelson [ ] Dean Kauffman  |
| **Proposal Background:** |
| **Description of Requirements – Include a detailed description of the requirements and activities needed. (e.g. working group attendance, specific analysis, deliverables):** |
|  |
| **Overall Objective– Include a brief description of the overall purpose of the working group initiative:** |
|  |
| **Projected Schedule for project (if applicable, include frequency of group meetings):**  |
| Begin date: Proposal expiration Date: |
| **(GTC Input) Projected technical support costs based on project requirements:** |
|  |
| **UPDATE: Additional technical support costs (Please use this section to identify additional costs not identified during original project scope.):** |
|  |
| **Additional Notes – Include any additional notes as needed. E.g.: “other” purposes for submitting document, “other” resources required to achieve deliverables** |
|  |

\*Approved Projects will be tracked within JIRA.