

Liaison Team Proposal for Approval of Formal Collaborations  
February 10, 2016

1. LT puts forth a prioritized list of organizations for collaborations to the LC
  - a. Type of organization
  - b. Type of collaboration (e.g. Intent to Collaborate, Partnership, Membership, MoU etc.)
2. Criteria for Collaboration
  - a. Objectives of collaboration
  - b. Benefits to EC
  - c. Responsible party/ies within EC (Committee, Team, Community)
  - d. Conflicts of Interest
  - e. Costs (if any)
3. Process for approval
  - a. Initial blessing by LC to pursue (in email or meeting minutes)
  - b. LT establishes collaboration documentation
    - i. Opportunity for LC to interact with collaborating organization
    - ii. LC approval?
  - c. Relevant committee/team chair and LC chair sign document
  - d. Ratified agreement lives within Office, and office will be responsible for monitoring the agreement.

Timeline should not exceed 2 months.

A mechanism for funding collaborations with associated costs will need to be identified before such collaborations are pursued.

Initial collaborations will be focused on language that is very open and non-binding, future collaborations may become more committed.

The process that is described here is specific to the Leadership Council's role in this process. We expect that the initial exploration of the collaborations will be done more organically by various entities within EC (teams, committees, working groups etc.) who will decide what types of collaboration they are interested in, including specific outcomes, potential resource requirements etc. and put their priorities forth to the LT. It will be up to the collaborating entity within EC to suggest the collaboration type and relevant details and then the LT will make a decision about the recommendation to the LC.