How to submit a Nomination for FastTrack –
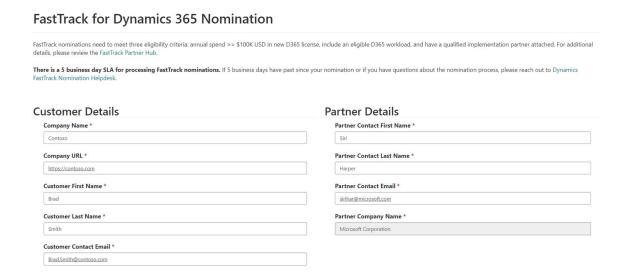
SOP for Partner

Last Update: 6/14/2022

Purpose

This Standard Operating Procedure (SOP) is a step by step of how to correctly submit a Nomination for FastTrack.
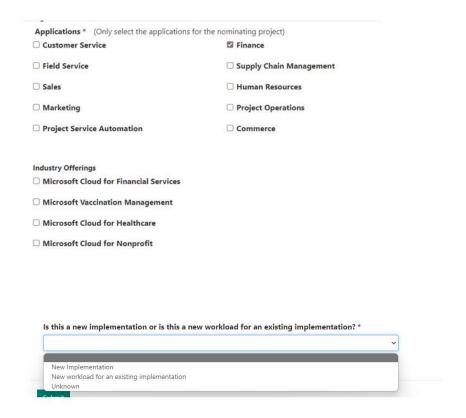
Steps

- Go to the following link to get to the My FastTrack Nominations screen
- Click on the Create button to open a new Nomination
- Enter Customer contact information. Note that Partner details are prepopulated based on your account settings in Partner Center

FastTrack for Dynamics 365 Nomination

FastTrack nominations need to meet three eligibility criteria: annual spend >= $100K USD in new D365 license, include an eligible D365 workload, and have a qualified implementation partner attached. For additional details, please review the FastTrack Partner Hub.

There is a 5 business day SLA for processing FastTrack nominations. If 5 business days have past since your nomination or if you have questions about the nomination process, please reach out to Dynamics FastTrack Nomination Helpdesk.

Customer Details

Company Name *
Contoso

Company URL *
https://contoso.com

Customer First Name *
Brad

Customer Last Name *
Smith

Customer Contact Email *
Brad.Smith@contoso.com

Partner Details

Partner Contact First Name *
Siri

Partner Contact Last Name *
Harper

Partner Contact Email *
sirihar@microsoft.com

Partner Company Name *
Microsoft Corporation

- Project Details
    - Specify which applications the customer will deploy as part of the project. If your customer is implementing Finance, you check that box. If they are also implementing Sales, you check that box as well. Only if the customer is deploying any of the specific Industry Cloud offerings, you also need to check the appropriate box in that area.

- If the customer is already live (for example customer is live on Sales and now implementing Finance)
  - Only select Finance. You should explain in the Description field that they are already live on Sales and select 'New workload for an existing implementation' in the corresponding field. If on the other hand it is the customer's first Dynamics 365 workload, you select 'New Implementation'.
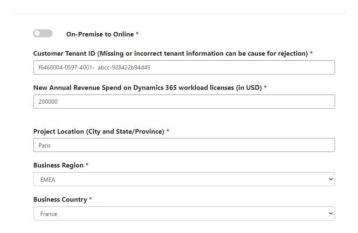

- On-Premise to Online
  - That should only be switched on for Customer Engagement projects where they are planning a lift and shift of an on-prem solution to online using our migration service. When you select this, you will need to provide additional details around CRM and SQL version, DB size and so on. For AX migrations, just mention it in the description field.
- Fill out Tenant Field
  - Here we refer to the Azure Active Directory, short AAD, tenant. It is important to populate it correctly. The best way to populate this field is to enter the AAD ID into the search box.

- o If you do not know the customer's AAD ID, you can ask your customer, or you can look up the customer in [Microsoft Partner Center](#) to find the AAD ID. Just be careful – some of our customers, especially big corporations, have separate tenants for different subsidiaries, and it is important to enter the right tenant for this specific project.
- o If the customer is brand new to Microsoft Online Services and does not have an AAD tenant: follow the instructions in the form and type in 'No tenant'. But ideally, when you as a partner nominate a new customer for FastTrack services, they should have created the AAD tenant for the Dynamics 365 service already.
- o New Annual revenue spend: Type the amount for new licenses.
  - ▪ Enter only the new purchase of Dynamics licenses, Finance in this case, not the full implementation cost. It should be the average annual license cost over the course of the contract, so if the contract is for 5 years, the total amount should be divided by 5. If you are selling via Cloud Solution Provider (CSP) program, you must calculate the annual revenue spend based on currently contracted licenses, not expected future increases.
- o Fill in Project Location, Business Region, and Business Country are mostly needed for the FastTrack team to allocate a Solution Architect in the same or closest time zone as the implementation team.

On-Premise to Online *

Customer Tenant ID (Missing or incorrect tenant information can be cause for rejection) *

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New Annual Revenue Spend on Dynamics 365 workload licenses (in USD) *

200000

Project Location (City and State/Province) *

Paris

Business Region *

EMEA

Business Country *

France

- o Enter the planned start for the project, and the planned go-live date for this workload. We know that dates often change over the course of a project, but this gives the FastTrack team an initial sense of what the timelines are.
- o Cloud Deployment Model
  - ▪ Most customers deploy on the Microsoft Public Cloud. We have a few customers in the US who will go to the Government Community Cloud, short GCC. Those are mostly US government agencies that must comply with specific regulations. The China Sovereign Cloud, also known as Mooncake, is designed for our

Chinese customers so they can comply with specific Chinese laws when it comes to operating in the Cloud.

- o Description Field
  - ▪ Do not say: "This is a light-house customer in my region and FastTrack involvement is critical." Instead, share with us some detailed information that you have about the customer and the project. WHY are they doing the implementation – in other words, what GOALS do they want to achieve? What business is the customer in? What Dynamics 365 apps do they already use, if any? Break down the scope and the timeline – e.g., if they are implementing Finance, tell us what the important Finance business processes are for this customer. If this is just the first phase of a long and complex project with multiple roll-outs, give us a bit of an overview of the envisioned scope and rough timelines.
- o Hit Submit

FAQ

Q: How do I check my nomination?

A: You will find all your nominations with statuses here: [My FastTrack Nominations (dynamics.com)](#)

Q: Should I nominate my project a few months ahead of time to give the FastTrack team time to prepare?

A: It doesn't make sense to nominate projects way before the project is going to start. The deal close date should not be more than 90 days out, but the best timing is when the deal is about to close.
On the other hand, it should not be nominated too late. FastTrack is a pro-active engagement and needs to be involved from the design phase, when there is still a chance to detect and mitigate risks in the project.