ISPC Trip Proposal 2

ⓘ *Please use the **<Edit Contents>** menu option (directly above) to complete this form. Remember to **<Save>** the page (bottom right) after making updates. Other than the two required fields immediately below, you may complete any portion of this form, save, and return later to continue where you left off.*

⚠ *Trip Proposals must be completed at least six (6) weeks before the event start date.*

Person Completing Form			
Name:	Chantelle Doerksen	**Date:**	17-Mar-2016

STAFF USE ONLY

Application Status	Assessment Due-Date	Form ID #
APPROVED	27-May-2016	ISPC02

Trip Proposal Section	**LINK:** ISPC Trip/Event Assessment 2
1) Number of Travelers: *(Note: Each traveler uses one trip of the five (5) allocated to each organization/structure).*	1

2) Traveler Contact Information and Itinerary:

Traveler	Email	From City	From Country	Depart Date	Return Date
Anthony Harris	anthonyrharris@gmail.com	Buenos Aires	Argentina	01-May-2016	06-May-2016

3) Special Travel Circumstances, Arrangements, Explanations, or Notations: *(Please identify each traveler, as applicable)*	
4) Event/Conference Name, Title, or Descriptor:	LACNIC 25

5) Event/Conference Dates:	**Start:** 02-May-2016 **End:** 05-May-2016
6) Event/Conference Website Link:	http://www.lacnic.net/en/web/eventos/lacnic25

7) Primary Event/Conference Location:	**Street Address:** Palacio de las Convenciones
	City: Havana **Country:** Cuba

8) ICANN Geographic Region:	Latin America and Caribbean
9) Activity Sponsors: *(Note: all event sponsors must be identified in order to comply with ICANN travel guidelines).*	
10) Proposed Goals and Outcomes:	A strategic event for the ISPCP to get many Telcos and ISPs from the LAC region to come to the ICANN meetings in Puerto Rico during this year.
11) Additional Information *(optional)*:	
=====================================	

Community Confirmation Section

Note: To be completed by a Pilot Program Coordinator (PPC) designated by this organization/structure.

Acknowledgements	Confirmed?	Name	Date	Notes
The participants identified in this application agree to abide by the terms and conditions of this FY16 Community Regional Outreach Pilot Program (CROPP) as outlined on the Program Elements page.	Yes	Chantelle Doerksen	17-Mar-2016	Confirmed, as per Christian Dawson and ISPCP leadership
The ICANN Organization / Structure's leadership has authorized the submission of this Trip Proposal.	Yes	Chantelle Doerksen	17-Mar-2016	Confirmed, as per Christian Dawson and Tony Holmes, with ISPCP Leadership
The ICANN Stakeholder Engagement Vice-President has concurred that the Proposed Goals /Outcomes of this Trip Proposal are consistent with operational plans and/or strategies.	Yes	Benedetta Rossi	18-Mar-2016	Trip proposal supported by Rodrigo de la Parra. Hotel nights to be covered by ICANN: May 3-4.
		=========	=====	=============================

Program Administration: STAFF USE ONLY

Approved Travel Elements:

Traveler	Approved Arrival Date	Approved Departure Date	Approved Fees
Anthony Harris	03-May-2016	05-May-2016	Airfare Hotel/Lodging Per Diem

Staff Department Notifications:

Program Requirement	Date Satisfied /Confirmed	Initials	Notes
Constituency Travel Notified	21-Mar-2016	BR	Constituency Travel team notified. Please note that ICANN funded hotel nights are May 3 and 4th.

Program Admin Transfers from Community Drafts to Approved Forms:

Trip **Proposal**	22-Mar-2016	Trip/Event **Assessment**	01-Sep-2016

CROPP Trip Proposal Template v4 (Aug 2015)