All questions and completed forms should be sent to controller@icann.org.
Please remember that the deadline for FY15 Budget consideration is **March 7th 2014.**

REQUEST INFORMATION

Title of Proposed Activity	
Root Server System Advisory Committee (RSSAC) Member Travel to ICANN Meetings	

Community Requestor Name	Chair
Lars-Johan Liman	Root Server System Advisory Committee (RSSAC)

ICANN Staff Community Liaison	
Barbara Roseman	

REQUEST DESCRIPTION

1. Activity: **Please describe your proposed activity in detail**

This is a recurring request and as such it should become part of the ICANN regular budget, although the number of funded travelers may vary from year to year. It is essential for RSSAC members to be able to attend ICANN meetings in person, not only to attend the public and private RSSAC meetings held during the ICANN meetings, but also to participate in person in the many security-related discussions that occur. Many RSSAC members have not been able to attend ICANN meetings because of the cost, yet ICANN meetings are becoming increasingly important for RSSAC members and the root server operator community. RSSAC members participate in other technical meetings, including with the SSAC, the ccNSO, GNSO constituency and stakeholder groups, the GAC.

In addition, participation in the RSSAC meetings is a key part of RSSAC members' duties. Because of the continued increase in RSSAC interest and participation in the ICANN meetings, the RSSAC is requesting travel funding for 5 SSAC members to attend 3 meetings in FY15 for a total of 15 slots that can be used for any combination of the ICANN meetings. Note: The RSSAC is specifically requesting that it may decide how to use the 15 slots and that unused slots from any meeting can be used for subsequent meetings in FY15.

The RSSAC is requesting that travel support includes the cost of air travel, lodging, and a per diem amount set for each city. The RSSAC also requests that supported members receive air travel at economy levels, except for the Chair who is eligible to receive all travel at business class. Assistance is requested from Finance to identify the budget estimate. When RSSAC members are approved for travel support, the RSSAC will conduct a procedure to select members for funding.

2. Type of Activity: **e.g. Outreach - Education/training - Travel support - Research/Study - Meetings - Other**

Meetings

3. Proposed Timeline/Schedule: **e.g. one time activity, recurring activity**

Recurring activity. 3 ICANN meetings: Los Angeles, CA 12-16 October 2014; 8-12 February 2015 Africa; 21-25 June 2015, Latin America

REQUEST OBJECTIVES

1. *Strategic Alignment.* **Which area of ICANN's Strategic Plan does this request support?**

Security and integrity of the Internet's naming and address allocation systems. See the RSSAC Charter in the ICANN Bylaws

2. *Demographics.* **What audience(s), in which geographies, does your request target?**

The target is the Root Server System Advisory Committee, which has members from North America, Europe, and Asia**.**

3. *Deliverables.* **What are the desired outcomes of your proposed activity?**

1) Meeting reports (internal, not public); 2) Public RSSAC Activity Report and Work Plan.

4. *Metrics.* **What measurements will you use to determine whether your activity achieves its desired outcomes?**

No metrics apply. Outcomes are the deliverables listed above.

RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

Staff Support Needed (not including subject matter expertise)

Description	Timeline	Assumptions	Costs	Comments
Staff support for RSSAC implements their process to select RSSAC members for travel; works with ICANN Constituency Travel on the list of approved members	October 2014, February 2015, June 2015	8 hours for each meeting	8 X 4 = 32 hours	Recurring activity

Subject Matter Expert Support

Description	Timeline	Assumptions	Costs	Comments
N/A				

Technology Support: (Telephone, Adobe Connect, web streaming, etc.)

Description	Timeline	Assumptions	Costs	Comments
N/A				

Language Services Support

Description	Timeline	Assumptions	Costs	Comments
N/A				

Support for ICANN Meetings Participation (Travel, Language Services, Meeting room, etc.…)

Description	Timeline	Assumptions	Costs	Comments
N/A				

Other Travel Support

Description	Timeline	Assumptions	Costs	Comments
Travel for RSSAC members	October 2014, February 2014, June 2015	Travel costs for 15 RSSAC members	TBD	Recurring activity

Potential/planned Sponsorship Contribution

Description	Timeline	Assumptions	Costs	Comments
N/A				