



FY16 COMMUNITY REQUEST FORM

All questions and completed forms should be sent to controller@icann.org.
Please remember that the deadline for FY16 Budget consideration is **February 28th 2015**.

REQUEST INFORMATION	
Title of Proposed Activity	
Root Server System Advisory Committee (RSSAC) Member Travel to ICANN Meetings	
Community Requestor Name	Co-Chairs
Lars-Johan Liman and Tripti Sinha	Root Server System Advisory Committee
ICANN Staff Community Liaison	
Steve Sheng (steve.sheng@icann.org)	

REQUEST DESCRIPTION
1. Activity: Please describe your proposed activity in detail
<p>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 root server system related discussions that occur. Some RSSAC members have not been able to attend ICANN meetings due to the cost, and ICANN meetings are becoming increasingly important for RSSAC members as the RSSAC re-engages in ICANN. Moreover, the RSSAC requested 6 supported travel slots for FY15 and received 2. Because of the increase in RSSAC participation at ICANN meetings, the RSSAC is requesting travel funding for 5 RSSAC members to attend three meetings in FY16.</p> <p>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 co-chairs who are eligible to receive all travel at business class. Assistance is requested from the Finance and Constituency Travel teams to identify the budget estimate. When RSSAC members are approved for travel support, the RSSAC will conduct a procedure to select members for funding, in addition to the co-chairs.</p>
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: 18-22 October, Dublin, Ireland; 6-11 March, Marrakech, Morocco; 27-30 June LAC

REQUEST OBJECTIVES
1. Strategic Alignment. Which area of ICANN's Strategic Plan does this request support?
This request 1) supports a healthy, stable, and resilient unique identifier ecosystem and 2) promotes ICANN's role and multistakeholder approach.
2. Demographics. What audience(s), in which geographies, does your request target?
The target demographic is the RSSAC, which includes members from the North American, European, and Asian regions.
3. Deliverables. What are the desired outcomes of your proposed activity?



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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
RSSAC Support staff performs process to select RSSAC members for travel; works with ICANN Constituency Travel on the list of approved members	October 2015, March 2016, June 2016	8 hours for each meeting	8 X 3 = 24 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, accommodations, and per diems	October 2015, March 2016, June 2016	5 RSSAC members	TBD	Recurring activity

Potential/planned Sponsorship Contribution

Description	Timeline	Assumptions	Costs	Comments
N/A				