



## FY18 COMMUNITY REQUEST FORM

All questions and completed forms should be sent to [controller@icann.org](mailto:controller@icann.org). Please remember that the deadline for FY18 Budget consideration is 30 January 2017.

### REQUEST INFORMATION

|                               |                  |  |
|-------------------------------|------------------|--|
| Title of Proposed Activity    |                  |  |
| Visa Services                 |                  |  |
| Community Requestor Name      | Chair            |  |
| NCSG                          | Tapani Tarvainen |  |
| ICANN Staff Community Liaison |                  |  |
| Maryam Bakoshi                |                  |  |

### REQUEST DESCRIPTION

1. Activity: Please describe your proposed activity in detail

Visa services. Supported travelers needing a visa to attend an ICANN meeting shall be authorized, within a specified dollar amount, to use the services of a visa procurement firm to obtain the visa.

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

Travel support

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

Recurring activity / ICANN Meetings

### REQUEST OBJECTIVES

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

5.3 Empower current and new stakeholders

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

Supported travelers

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

Supported travelers shall receive visas needed for Meeting attendance in a convenient and efficient manner.



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

Satisfaction survey, managed by the NCSG FC, to measure satisfaction of supported travelers and success in obtaining visa.

## RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS

Staff Support Needed (not including subject matter expertise):

| Description | Timeline | Assumptions | Costs basis or parameters | Additional Comments |
|-------------|----------|-------------|---------------------------|---------------------|
|             |          |             |                           |                     |
|             |          |             |                           |                     |
|             |          |             |                           |                     |

Subject Matter Expert Support:

none

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

none

Language Services Support:

none

Other:

N/A

Potential/planned Sponsorship Contribution:

N/A