**FY18 RALO DISCRETIONARY FUNDING REQUEST FORM**

**TO SUPPORT AN OUTREACH ACTIVITY**

**Submission Date:**

(recommended at least three weeks before the date funding is required)

**To:** Heidi Ullrich, VP for Policy and At-Large Relations, and Silvia Vivanco, Manager, At-Large Regional Affairs:

**From: Designated RALO Coordinator: (name): Humberto Carrasco (Chair of LACRALO**)

**Amount Requested USD:** $1,500

**Date / Timeframe/Deadline for Request: 1 June 2018 for Event on 26 June 2018**

**Description of Request: Catering for LACRALO Open House Meeting and Open House Networking Session during ICANN 62. This catering will consist of boxed lunches for the Open House Meeting and light snacks and drinks for the Open House Networking Session.**

**Category of Request:**

[ ] sponsorship [X] catering/meeting space [ ] equipment/materials

[ ] services [ ] other (specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Payment, upon receipt of invoice, should be made to: Venue Catering.

**Reporting Requirement:**

A brief report on the impact and outcomes of the outreach activity is required to process payment. This report will be posted on a public wiki.

**Qualifying Questions:**

1. How does the Request align with the local RALO Outreach Plan?

ICANN 62 taking place in Panama City within the LACRALO region will be a perfect opportunity for LACRALO to host two Open House Sessions. The first is an Open House Meeting AIS is an important event in Africa spanning nearly two weeks. The number of participants from across Africa offers an exceptional opportunity to reach out to potential new AFRALO ALSes and individuals. The brochures will be distributed at the ICANN/AFRALO booth to potential new members.

1. How it meets the [RALO Discretionary Funding Criteria](https://community.icann.org/display/CRALO/Criteria+for+RALO+Discretionary+Funding+Requests)?

This request meets all criteria, specifically: To provide opportunities for members of all RALOs to do local outreach and engagement about ICANN and ICANN policy related issues within the region. It has been submitted within the deadline for this event.

1. How does the Request align with: ICANN’s Mission, Core Values and Commitments?

Outreach is a key element in order to ensure the health of the multi-stakeholder model.

1. How, in your view, does this support ICANN’s regional engagement strategy?

The LACRALO Open House and the LACRALO Networking Open House Event will help to understand better what is LACRALO and how end user´s interests can be well represented by the At-large community and LACRALO.

**Staff Notes:**

[X ] Approved OR [ ] Not Approved.

**Decision Date:**

Please note:

* Not to include travel, lodging, creation of content, graphic design, printing of materials and paid social media campaigns [for which other support programs exist].
* Funding cannot be used to reimburse a community group or individual member for work they perform themselves.