**FY19 RALO DISCRETIONARY FUNDING REQUEST FORM**

**TO SUPPORT AN OUTREACH ACTIVITY**

**Submission Date:**

April 15 for a event to be held on May 30th.

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

**From: Designated RALO Coordinator: (name): Marita Moll, Telecommunities Canada**

**Amount Requested USD:** $805

**Date / Timeframe/Deadline for Request:**

**Description of Request:**

Funding for a pre-ICANN 65 outreach session at the Ottawa, Canada

**Category of Request:**

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

[ x] services [ x] travel (including flight, accommodation and stipend, [ ] other (specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Payment, upon receipt of invoice, should be made to:

Marita Moll

mmoll@ca.inter.net

**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?

NARALO outreach plan seeks to identify opportunities to enable some NARALO members to reach out to specific audiences to education them on the value of ICANN, ALAC and specifically NARALO. This event is the third in a series of events we have offered in Canada. Although the physical event will be in Ottawa, we are preparing for both Zoom and Livestream access to enable remote participation.

The event will also be tweeted with hashtags for ICANN and ATLARGE.

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

The expenses are low and within the guidelines

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

The event is a primary event for civil society and a good example of community engagement to the end user community. It is aligned to the ICANN Evolution mission of stakeholder engagementè It helps educate our community on the policy direction of ICANN

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

It is intended as a capacity building event with strong promotion during the period before the event -- both in traditional media and on social media.

**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.

Projected expenses:

Mileage: $450.00

Logistical/technical support $200.00

Hospitality/promo $350.00

Contingency $100

Total: $1050 Cdn = $805.70 U.S.