**FY19 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, Senior Manager, At-Large Regional Affairs.

**From: Designated RALO Coordinator: (name):**

**Amount Requested USD:** $

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

**Description of Request:**

**Category of Request:**

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

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

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

**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?
2. How it meets the [RALO Discretionary Funding Criteria](https://community.icann.org/display/CRALO/Criteria+for+RALO+Discretionary+Funding+Requests)?
3. How does the Request align with: ICANN’s Mission, Core Values and Commitments?
4. How, in your view, does this support ICANN’s regional engagement strategy?

**Staff Notes:**

[ ] 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.