

LACRALO DRAFTS

 Please review the [Program Participant Template Instructions](#) page before attempting to complete these forms/templates.


Section 1: Outreach Strategic Plan Template

In the table below, click on the DRAFT Strategic Plan link which will open a new page to be completed, approved internally, and concurred by the appropriate Regional Stakeholder V.P. team.

DRAFT Outreach Strategic Plan	Person Completing Form	Date Approved	Status
!Community Regional Outreach Pilot Program (CROPP)-FY17 Home^Document_Thumbnail.png! LACRALO Outreach Strategic Plan DRAFT has been approved and transferred (click to view)			


Section 2: CROPP Trip Proposal Templates

In the table below, please click on the link for the next available BLANK Trip Proposal form that has not already been completed. Unless otherwise noted, if you see no entries in columns 2-6, you may assume that the form is available. Additional BLANK forms will be created by the CROPP Administrators as needed. If you find that there is no template available, please send an email to: [CROPP Support Staff](#). Once you begin completing the template and **<Save>** the contents, the information from your DRAFT application will automatically appear in the table below so that the next person will know that the form has been taken.

 You may begin completing DRAFT Trip Proposals at any time; however, no further action (e.g., travel booking) will be taken until the Outreach Strategic Plan has been approved.

IMPORTANT: The applicable DRAFT Trip/Event Assessment template (*Note: rightmost column below*) should be completed within three (3) weeks of all travelers having returned from the event. Brief instructions are contained at the top of that form.

DRAFT Trip Proposals	Person Completing Form	Application Date	No. of Travelers	Event End-Date	Event City	Status	Assessment Due-Date	Trip/Event Assessment Template
!Community Regional Outreach Pilot Program (CROPP)-FY17 Home^Document_Thumbnail.png! LACRALO Trip Proposal 1 DRAFT has been approved and transferred (click to view)								LACRALO Trip /Event Assessment 1 DRAFT
LACRALO Trip Proposal 2 DRAFT	Leon Sanchez	29-Jun-2017	1	04-Aug-2017	Panama City	WITHDRAWN	26-Aug-2017	LACRALO Trip /Event Assessment 2 DRAFT
LACRALO Trip Proposal 3 DRAFT								LACRALO Trip /Event Assessment 3 DRAFT
LACRALO Trip Proposal 4 DRAFT								LACRALO Trip /Event Assessment 4 DRAFT
LACRALO Trip Proposal 5 DRAFT								LACRALO Trip /Event Assessment 5 DRAFT

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