

# RSSAC Caucus IETF Supported Travelers Funding Guidelines

## 1. Purpose of the RSSAC Caucus Travel Support for IETF Meetings

To provide opportunities for RSSAC Caucus members to engage in RSSAC Caucus-related discussions and DNS-related protocol development activities at IETF meetings.

## 2. Selection Criteria

1. All RSSAC Caucus members are eligible to receive the funding, which covers airfare (economy class), hotel, per diem, and IETF registration fee.
2. The selection is based on the following funding priorities:
  - a. **First Priority:** RSSAC Chair/Vice Chair and leaders of active RSSAC Caucus Work Parties.
  - b. **Second Priority:** Active Work Party members, as determined by the RSSAC Administrative Committee with input from Work Party Leaders.
  - c. **Third Priority:** RSSAC Caucus members who have expressed a desire to engage more in the work of the RSSAC Caucus.
3. Funding requests are considered one priority at a time, by descending order. After all requests in a priority category are considered, remaining slots will be moved to the next priority. Within each priority, if there are more requests than the number of available slots, the publicly verifiable random selection as described in RFC 3797 will be conducted.
4. If publicly verifiable random selection is necessary, RSSAC Caucus members in the Third Priority tier who received funding to the previously supported IETF meeting may not participate in the random selection.

## 3. Application Process

1. The application process will begin at least 120 days before the IETF meeting starts and last for at least 10 days. RSSAC Support staff will inform the Caucus that the Application process has begun, when it will end, and include a link to the ICANN Travel Guidelines.
2. A request form needs to be completed to initiate the process.
3. The request must be sent to RSSAC Support Staff by the announced deadline.
4. Decisions will be shared via email and posted publicly on the RSSAC Wiki.

## 4. Approval Process

1. The RSSAC Administrative Committee makes the selection(s) based on the criteria above. It may consult with any RSSAC Caucus Work Party Leaders.
2. If a selected traveler is unable to make use of their funding for whatever reason, the funding will be made available to the next eligible traveler.

3. Travel support follows the [ICANN Community Travel Support Guidelines](#).

## 5. Reporting

1. Lists of Caucus members who requested funding and those members who received it will be published on the [Caucus Wiki page](#) for transparency purposes.
2. RSSAC Caucus members must submit to the RSSAC Administrative Committee, not later than 30 days after the end of the IETF, a [report](#) on the [Caucus Wiki page](#) summarizing the sessions he/she attended and possible outcomes, meetings held, contacts made and assessment of experience.