



Travel Sponsorship Rules

The aim of the CENTR travel sponsorship program is to allow for participation at CENTR meetings, IGF and RIPE meetings by those who would not be able to participate without CENTR's financial contribution.

Only cctlds registries and speakers at CENTR meetings can apply for a travel grant from CENTR.

Non-members applying for a grant need the support from at least 1 Full Member.

Only CENTR members can apply for a travel grant for RIPE meetings.

Applicants should submit an application letter to the Secretariat at least 1 month before the meeting takes place. In addition a written confirmation from the participant's employer is required agreeing to the participation of the employee to the proposed meeting.

CENTR's Board of Directors will discuss the application within 2 weeks following the receipt of the application and will communicate its motivated decision to the applicant. Criteria that will be considered include the application letter itself, the importance of the meeting, possible alternatives for "in persona" participation and the total costs of a particular grant. A summary of the decision can be consulted at the public section of the CENTR website.

In case the application is approved by the Board of Directors, the Secretariat will make the necessary travel arrangements.

All travel will be booked in Economy class. Hotel accommodation will be booked at the hotel recommended by the organizing member for CENTR meetings or a hotel recommended by the IGF secretariat for the IGF meeting or the hotel recommended by RIPE for the RIPE meetings.

Room reservations will be made from the night before the start of the meeting until the morning of the last meeting day. In case the return journey can not be arranged for that day, an extra night will be booked.

In exceptional circumstances the Board of Directors might decide to add a per diem allowance. This allowance will be based on the tariffs used by the European Commission. The overview for all countries can be found on: http://ec.europa.eu/europeaid/perdiem/index_en.htm

In case a per diem allowance is granted, CENTR will not pay for the accommodation costs.

Successful applicants commit to writing a short report as to their experience of attending the meeting.