

	LFN PLC	Unfunded LF	Sandbox	Incubation	TAC	Notes	
Marketing							
- Listing on LFN Website (Projects drop-down)			✓	✓	✓	TAC Sandbox acceptance triggers addition to the LFN project list	
- Standalone Websites				✓	✓	Maintaining/updating of stand-alone websites are the responsibility of the Project(s) (with minimal Linux Foundation support). Any costs associated with stand-alone websites (hosting, 3rd party, other) are subject to budget approval process, and any potential funding only available to Incubation and TAC Projects.	
- Events (Hard Dollars spent)			✓	✓	✓	Unfunded LF Projects will have lowest priority for trade show / event demo showcases in LFN booth space. Outreach Committee shall prioritize booth demos based on 1st) TAC Project Demos, 2nd) Incubation Project Demos, 3rd) Cross-Project Collaborative Demos, 4th (space/timeslot availability pending) Sandbox Project Demos. The Voting Members of the Outreach Committee have voting authority over the Event Schedule each year. Kiosks in any LFN/LF pavilions subject to Linux Foundation sponsorship parameters/requirements.	
- Release Support			✓	✓	✓	Sandbox Projects: major release - Social media promos (Twitter, LinkedIn)  Incubation Projects: major release - Blog post announcement - Social media promos (Twitter, LinkedIn) - Embargoed or day-of pitch of the release and top features to the media as relevant. Requests for interviews go to the project team for interviews  TAC Projects: major and minor release - Blog post announcement (+ possible press release as determined by LFN PR Team) - Embargoed or day-of pitch of the release and top features to the media as relevant. Requests for interviews go to the project team for interviews. - Social media promos (Twitter, LinkedIn)	
- Webinars				✓	✓	Projects invited to participate in LFN Webinar Series (Incubation: max of 1 per year, TAC Projects: max of 2 per year)	
- Design and Aesthetics				✓	✓	When new projects join LFN, they have the ability to have a logo designed by the LF in house creative services team. This service is available to new projects, or established projects who wish to refresh/update their logo	
- Project Website	✓	✓	✓	✓	✓	When an established project joins LFN, the LF can provide website hosting, or can migrate the project's website to the LF project CMS that includes management, security updates, etc. For new projects, in addition to hosting and management, the LF can design an introductory brochure-style website. ***Hugo + github + Netlify as a zero marginal alternative*** Policy: Incubation and TAC projects receive LFN staff support. All else encouraged to use self-managed channels.	
Communications							
- Press Releases				✓	✓	For Incubation and TAC Project Major Releases, LF PR will build/execute a PR Release Plan to include Analyst calls/distribution (working closely with Marketing representatives from the Project). Earlier stage Major Releases may be combined with other news items (e.g. new Members).	
- Blog			✓	✓	✓	LF PR teams will proactively reach out to Incubation and TAC Projects for Blog entries.	
- Direct Email	✓		✓	✓	✓	Quarterly LFN produced newsletter, member report	
- Twitter				✓	✓	LF PR teams social tools flag Tweets across all Projects under the LFN umbrella. Individual projects have self-managed twitter accounts. MAC as coordination point and best practices.	
- LinkedIn				✓	✓	Individual projects have self-managed LinkedIn accounts. MAC as coordination point and best practices.	
- YouTube				✓	✓	LF YouTube for broad open source topics	
IT							
- GitHub	✓	✓	✓	✓	✓	Available to all projects	
- Standalone Jenkins/Gerrit				✓	✓	Legacy system - gitlab target	
- Docker Hub				✓	✓	Minimal cost to add additional Projects	
- github Wiki	✓					github-based wiki or github MD for unfunded (freely available to all)	
- Confluence Wiki subspace			✓	✓	✓	a wiki space on existing instance for sandbox and incubation under wiki.lfnetworking.org - optional instance for TAC	
- Wiki TAC projects				✓	✓	dedicated Confluence instance (optional)	
- support.linuxfoundation.com	✓	✓	✓	✓	✓	Standard LF IT support channel for all projects	
- LF Release Engineering				*	✓	LF Release Engineering support budgeted to actively support ( * Incubation on occasion) TAC projects	
- Defect tracking unfunded	✓					github issues and gitlab equivalent	
- Defect tracking young projects			✓	✓	✓	use a github issues or a project under https://jira.lfnetworking.org/ - use "component" property for subprojects	
- Defect tracking TAC project					✓	Optional dedicated jira instance	
- General Tooling	✓	✓	✓	✓	✓	Access to Zoom (shared bridges for young projects/dedicated for TAC), LastPass, Slack	
LFx support							
<Engaged Shubra in discussion - no data yet 1/11/21>							
Program Management							
- Onboarding assistance and ad hoc requests	✓	✓	✓			PM assistance limited to helping the project get on-boarded at the various level - NO ON-GOING PM support	
- General Program Management Support				✓	✓	Limited basis for Incubation projects	
Executive/Leadership							
- Presentation(s) for the Community					✓	TAC projects only: As agreed by LFN staff	
- 1x1 strategy calls with project leadership				✓	✓	Once a quarter	
Project health reviews (TAC)		✓		✓	✓	Up to once a quarter	
Legal							
- Project formation docs	✓	✓				On-boarding docs	
- Ad Hoc legal issues	✓	✓	✓	✓	✓	As determined by PM	
- Developer Certificate of Origin (DCO) system that integrates with GitHub.	✓	✓		✓	✓	Applies to CLA as well	
- Project Trademark hosting	✓	✓		✓	✓		
- License scans of code base	✓	✓	✓	✓	✓	Scheduled with LF legal plus per release scanning	
Budget							
- Project Specific requests for upcoming year				✓	✓	Incubation and TAC Projects will be able to submit requests in for Project Specific line items for the upcoming budget year. Requests should focus on Project Specific needs (typically IT tooling) versus cross-Project categories (e.g. Digital Marketing)	
- TAC project Project Discretionary Budgets					✓	TAC Projects each provided a line item of \$10,000 for discretionary spending, outside of the standard budget request process (and outside of items already approved for the current budget). This can include items such as a Community Awards program, Project specific digital marketing, Prizes for Hackathons, Additional funding for TSC F2F meetings)	
Training							
- EdX Introductory Course					✓	As requested TAC Projects provided a budget to develop an EdX Introductory Course (example https://www.edx.org/course/business-considerations-for-edge-computing). Projects will need to identify the member/s to develop the content, and work alongside the LF Training Team	