Additional Budget Requests Process

Fiscal Year 2024

Brenda Brewer, Andrea Glandon, Dan Gluck, Devan Reed, Carlos Reyes, and Ozan Sahin

Thursday, 8 December 2022 | 16:00 UTC

ICANN

Welcome

Carlos Reyes

Agenda

1 Welcome

2 Purpose and Principles

3 Process

4 Discussion

5 Any Other Business

6 Adjournment

Purpose and Principles

Ozan Sahin

Purpose

- The **Additional Budget Request (ABR)** process is part of the annual ICANN Operating Plan and Budget (OP&B) planning cycle.

- An initial ABR envelope of **USD 300,000** will be included in the draft Fiscal Year 2024 (FY24) ICANN Operating Plan and Budget.

- The initial ABR envelope may change depending on the outcome of the FY24 ABR process.

Principles

◉ The ABR process helps the ICANN Board and org better **understand and develop resources** for present and future ICANN community needs.

  ○ At the discretion of the ICANN Board or ICANN org, a request from one ICANN community group may be granted broadly and consistently to other applicable ICANN community groups.

◉ The ABR process can only be utilized by **ICANN communities that are recognized by the ICANN Board**.

  ○ Requests must be consistent with the charter of the requesting ICANN community group.

◉ Every request merits a thorough review by ICANN org and a response from the ICANN Board.

  ○ Decisions (e.g., "approved," "conditionally approved," or "not approved") will include rationales.

◉ Although recommendations come from ICANN org, the **ICANN Board decides** the outcomes of the review.

  ○ Every request has both funding and resource commitments.

Process

Ozan Sahin, Devan Reed, and Andrea Glandon

Assessment

- ⊚ Each request has an ICANN org **liaison to explain its basis and context**. The ICANN org liaison is not a representative or advocate.

- ⊚ A cross-functional assessment team reviews requests on their own merit.
  - ◯ Requests must be **directly and demonstrably related to current ICANN policy development, advisory, or technical work**.
  - ◯ ICANN org liaisons or community leaders may be consulted for clarity.
  - ◯ ICANN org subject matter experts will be consulted about feasibility and relevance of requests.

- ⊚ A cross-functional evaluation panel makes the **final recommendations** to the ICANN Board Finance Committee (BFC).
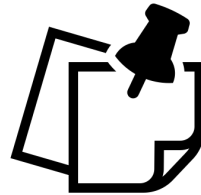
Reminders

- **There is no permanent funding, and funding expires on 30 June of that fiscal year.**
  - Unless an activity is transferred to the annual ICANN OP&B, requests need to be submitted each year.
  - Even ICANN OP&B resources are subject to review from year to year.

- Prior to preparing requests each year, community leaders should consult with ICANN org to **clarify whether previous year requests need to be reformulated**.

- **Pilot funding for an activity or event does not guarantee future funding** in the annual ICANN OP&B.
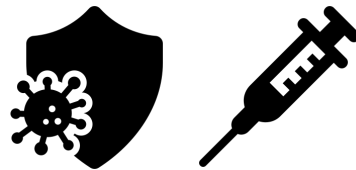
More reminders

- Travel support, including any registration fees, will only be granted for **approved ICANN events** unless a requested event aligns with the applicable ICANN regional strategy and is coordinated with the relevant ICANN org Global Stakeholder Engagement regional vice president.

- **ABR support cannot be used for ICANN Public Meeting travel support** or approved ICANN events co-located with ICANN Public Meetings.

  - ICANN community groups are encouraged to request travel support for ICANN Public Meetings through Public Comment during the annual ICANN OP&B planning cycle.

- ABR support cannot be used to reimburse ICANN community groups or third parties for previous work.
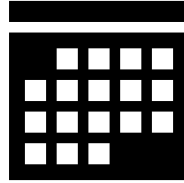
COVID-19 Pandemic

◉ **Health and safety are top priorities.**

   ○ The ongoing and long-term impact of COVID-19 is a risk that ICANN org is not willing to take.

◉ As it monitors the situation, **ICANN org will reassess this guidance** regularly and advise if there are any changes.

Timeline

⊙ Deadlines must be observed. The timeline enables thorough review and evaluation by ICANN org and appropriate consideration by the ICANN Board within the annual ICANN OP&B planning cycle.

⚪	Process launched	Monday, 17 October 2022
⚪	**Submissions due**	**Monday, 30 January 2023**
⚪	Preliminary review	through Friday, 10 March 2023
⚪	Final recommendations	by Monday, 24 April 2023
⚪	ICANN BFC review	by Tuesday, 9 May 2023
⚪	ICANN Board approval	during May 2023 workshop

Planning and implementation

- All approved requests will be **communicated to the relevant community leaders and ICANN org teams** responsible for implementation.

- All approved requests will be **implemented according to ICANN policies and guidelines**
  - The disbursements resulting from approved or conditionally approved requests are ICANN expenses and shall be tracked and controlled by ICANN org for fiduciary purposes.

- Community leaders and ICANN org teams should **plan early to ensure sufficient time for implementation** of approved requests.

- **Implementation reports** should be submitted to abr-reports@icann.org.

Discussion

Brenda Brewer

Resources

- FY23 ABR decisions: https://community.icann.org/x/-Q6HCg

- FY24 ABR Process Workspace: https://community.icann.org/x/RQfVD
  - Principles
  - Template
  - Timeline

- Budget Planning Process: https://community.icann.org/x/nYUZCg

- ICANN org Finance and Policy functions

Next Steps

1 Review the purpose and principles

2 Consider reminders

3 Clarify any previously approved requests

4 Consult ICANN org as needed

5 Prepare requests

6 Submit requests by Monday, 30 January 2023

Any Other Business

Adjournment

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