



# FY14 COMMUNITY REQUEST FORM

All questions and completed forms should be posted to the Community Ad-Hoc Wiki. Please remember that the deadline for FY14 Budget consideration is **March 22<sup>nd</sup> 2013**

## REQUEST INFORMATION

|   |              |
|---|--------------|
| <b>Title of Proposed Activity</b>   |              |
| <b>RySG “FAST TRACK” PRIORITY #2</b><br>To enhanced level of support for organized face-to-face meetings, assistance from staff to manage Adobe Connect, facility and accommodations consistent from meeting to meeting are requested in order to accommodate all aspects of each large RySG and NTAG meeting, and to plan for 100+ participants for the Durban, South Africa meeting in July 2013. |              |
| <b>Community Requestor Name</b>   | <b>Chair</b> |
| gTLD Registries Stakeholder Group   | Keith Drazek |
| <b>ICANN Staff Community Liaison</b>  |              |
| Karla Valente   |              |

## REQUEST DESCRIPTION

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| <b>1. Activity: Please describe your proposed activity in detail</b>   |
| <p>Given the growth of the gTLD Registries Stakeholder Group (RySG) in the past 6 months (14 to 100+), and the anticipated increase in the coming 12-18 months, the importance of in-person meeting facilities and support services is becoming more critical. In particular, the RySG needs to have ample space to accommodate 100+ attendees plus a configuration to meet the needs of the RySG business meeting. This translates into “U” shaped table to seat 35-40 plus table seating for ICANN staff, members of the Board, and guests coming in for specific presentations and/or discussion on issues of the day. The current level of support provided during face-to-face meetings would be retained (i.e., Adobe Connect, meeting lap top, any audio/visual needs, dial-in (or dial-out) for remote participants, MP3 recording, transcripts, etc.). Given the size and complexity of the RySG meetings, a formal request is also being made that a member of the ICANN support staff be in attendance to assist with technical needs of the meeting day. (Note that this request has also been submitted through the GNSO Toolkit of Services/Survey for FY 14.)</p> |
| <b>2. Type of Activity: e.g. Outreach - Education/training - Travel support - Research/Study - Meetings – Other</b>  |
| <p>The face-to-face meetings are becoming evermore critical given the volume of new members to the gTLD community and the ICANN community in general. Adequate facility support is a critical element to assure an overall success of these meetings, will provide an opportunity for enhanced outreach to new members of the community, will provide a more productive forum for dialogue among existing and new members of the ICANN community, and will overall enhance communication and team building among these members of the ICANN community and ICANN staff.</p>   |
| <b>3. Proposed Timeline/Schedule: e.g. one time activity, recurring activity</b>   |
| <p>Through meeting requests to ICANN through the GNSO, we believe the level of support in this request will be provided in Beijing, China, in April 2013. However, for the reasons noted in 1) and 2) above, it is critical that this level of support be provided in Durban, South Africa, and at all subsequent face-to-face meetings held in conjunction with ICANN meetings.</p>   |



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## REQUEST OBJECTIVES

**1. Strategic Alignment.** Which area of ICANN's Strategic Plan does this request support?

This request strategically aligns with:

**Competition, Consumer Trust and Consumer Choice:** expand stakeholders; engage with staff on performance; expand inclusion and orientation of new stakeholders; enhance global outreach.

**Core Operations Including IANA:** Internationalization; strengthen regional presence.

**A Healthy Internet Governance Eco-System:** increase stakeholder diversity and cross-stakeholder work; ease of global participation; retain and support existing community while attracting new and diverse community members; increase contributions to international forums; increase technical community communication and collaboration; widen international engagement; enhance communications, accessibility and participation via enhanced tools.

**2. Demographics.** What audience(s), in which geographies, does your request target?

The voting membership of the RySG represents three geographic regions – EUR, AAPAC and NA. With the addition of the Observer participants, all five geographic regions – EUR (including the Middle East), AAPAC, NA, LAC and AF are now represented.

**3. Deliverables.** What are the desired outcomes of your proposed activity?

Effective and productive in-person RySG and NTAG meetings in Durban, South Africa, in July 2013.

**4. Metrics.** What measurements will you use to determine whether your activity achieves its desired outcomes?

Attendance at all in-person meetings is followed and reported through meeting minutes, MP3 recording and written transcript; the minutes are made available to all RySG participants; the recording and transcript are made available to the global ICANN community. A follow-on survey may be conducted to determine effectiveness of the structure and content of the RySG meeting and be used as a tool to set goals for improvement at upcoming meetings.

## RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

**Staff Support Needed (not including subject matter expertise):**

| Description   | Timeline                                     | Assumptions  | Costs basis or parameters   | Additional Comments |
|---|--|--|---|---------------------|
| Ongoing staff support for meeting days to assist with AC and other technical needs Secretariat or Chair may have. | ICANN meeting – FY 14: July 2013, Durban, SA | Staff will be available to provide necessary support (as is being planned for the Beijing, China meeting). | The RySG meeting is an all-day meeting: 9 am to 5 pm. The NTAG meeting is a 2 hour meeting. |                     |
|   |  |  |   |                     |

**Subject Matter Expert Support:**



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On an as-needed basis, technical support is needed to evaluate current systems relative to level of participants, services required with these tools, etc.

**Technology Support: (telephone, Adobe Connect, web streaming, etc.)**

Current GNSO/ICANN technical staff provides real time support through attendance and participation through Meeting Verizon and Adobe Connect, but typically dedicated staff has not be available to support Secretariat with Adobe Connect Room meeting needs, setting up presentations, assist as liaison between SG and technical staff.

**Language Services Support:**

None at this time.

**Other:**

None

**Travel Support:**

None

**Potential/planned Sponsorship Contribution:**

The RySG Secretariat manages the vast majority of the RySG meeting only with intermittent assistance from a member or from ICANN staff. The NTAG Secretary manages their meeting with some assistance by the RySG Secretariat, but given the size and complexity of the NTAG session a member of ICANN staff also needs to be present.