



FY14 COMMUNITY REQUEST FORM

All questions and completed forms should be posted to the Community Ad-Hoc Wiki. The submission deadline for FY14 Budget consideration is **March 22th 2013** for an early decision by the Beijing meeting and **April 19th 2013** for the regular track and decision by June.

REQUEST INFORMATION

Title of Proposed Activity

Security and Stability Advisory Committee (SSAC) Annual Workshop

Community Requestor Name

Patrik Fältström

Chair

Security and Stability Advisory Committee (SSAC)

ICANN Staff Community Liaison

Julie Hedlund

REQUEST DESCRIPTION

1. Activity: Please describe your proposed activity in detail

The annual workshop of the SSAC was established in 2009. The purpose of the workshop is to enable SSAC members to collaborate via in-depth, in-person meetings on complex security issues. In particular, during the workshop the SSAC will develop its annual work plan, discuss new security issues that may need to be addressed, and review the status of ongoing actions. The workshop will include a face-to-face meeting of the SSAC Administrative Committee as one of its annual meetings (at ICANN meetings, two elsewhere, one at the workshop). This is a key activity of the SSAC and one that has greatly enhanced the effectiveness of the Committee. The request is for funding for SSAC member travel (all members, which is 38 as of December 2012), accommodations, room rentals, audio/visual/Internet costs, and meals. The total budget estimate is \$80,000. For the FY13 budget the SSAC requested \$90,000 for the workshop, but staff were able to reduce costs by holding the workshop in Los Angeles. Consequently, the SSAC is reducing its request for FY14 based on the actual costs for FY13 and because of anticipated costs savings by holding the workshop again in Los Angeles. In addition, because the workshop has now occurred annually for four years, the SSAC requests that the workshop should become part of the ICANN regular budget and should no longer be treated as a special budget request.

2. Type of Activity: e.g. Outreach - Education/training - Travel support - Research/Study - Meetings - Other

Meetings

3. Proposed Timeline/Schedule: e.g. one time activity, recurring activity

Annual activity, occurring once in September or October each year.

REQUEST OBJECTIVES

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

Security and integrity of the Internet's naming and address allocation systems. See the SSAC Charter at: <http://www.icann.org/en/groups/ssac/charter>.

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

The target is the Security and Stability Advisory Committee, which has members from North America, Europe, Africa, Latin America, and Asia.

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

1) Transcription and report (internal, not public); 2) Public SSAC Activity Report and Work Plan.

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

No metrics apply. Outcomes are the deliverables listed above.



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RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

Staff Support Needed (not including subject matter expertise)

Description	Timeline	Assumptions	Costs	Comments
Director of SSAC support performs preparation and logistics, captures outcomes, and drafts summary report	Sep-Oct 2013	40 hours preparation and logistics, 24 hours working sessions & addl. 10 hours for report	74 hours	One-time activity
Staff support to act as moderator	Sep-Oct 2013	24 hours working sessions	24 hours	One-time activity

Subject Matter Expert Support

Description	Timeline	Assumptions	Costs	Comments
N/A				

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

Description	Timeline	Assumptions	Costs	Comments
IT Staff/Tech Support provides audio-visual support	Sep-Oct 2013	24 hours working sessions	24 hours	One-time activity

Language Services Support

Description	Timeline	Assumptions	Costs	Comments
Live scribing	Sep-Oct 2013	24 hours working session	\$13,000	One-time activity

Support for ICANN Meetings Participation (Travel, Language Services, Meeting room, etc...)

Description	Timeline	Assumptions	Costs	Comments
Hotel and Lodging	Sep-Oct 2013	Hotel rooms and meals for 38 SSAC members	\$35,000	One-time activity

Other Travel Support

Description	Timeline	Assumptions	Costs	Comments
Travel for SSAC members	Sep-Oct 2013	Travel costs for 38 SSAC members	\$32,000	One-time activity

Potential/planned Sponsorship Contribution

Description	Timeline	Assumptions	Costs	Comments
N/A				