



FY15 COMMUNITY REQUEST FORM

All questions and completed forms should be sent to controller@icann.org. Please remember that the deadline for FY15 Budget consideration is **March 7th 2014**.

REQUEST INFORMATION

Title of Proposed Activity

IPC Secretariat

Community Requestor Name

Intellectual Property Constituency (GNSO).

Chair

Kristina Rosette

ICANN Staff Community Liaison

None

REQUEST DESCRIPTION

1. Activity: Please describe your proposed activity in detail

To provide secretariat services in a professional manner, meeting all requirements of the organization including full independence and transparency and fulfilling the increasing administrative and support demands on the Constituency. As this activity was approved in FY14 budget for 12 hours per week for the IPC, this budget request is intended to build upon this approval and fund the IPC secretariat at the approved level through FY15.

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

Secretariat support.

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

Recurring in FY 2015.

REQUEST OBJECTIVES

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

Ease global participation; expand stakeholders and stakeholder efforts; expand inclusion and orientation of new stakeholders; and enhance global outreach.

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

The audience is the current and prospective IPC membership. The IPC has an international membership of organizations and individuals who (1) are committed to the advocacy and development of intellectual property as fundamental components of meaningful commercial activity in the national, regional, and global realms; (2) are primarily and substantially involved in the field of intellectual property; and (3) make a substantial contribution through its members or otherwise to the field of intellectual property.

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



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To ease secretarial burden on IPC volunteers to realize increased membership involvement, attraction and retention.

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

Increased IPC participation, membership, and communication.

RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

Staff Support Needed (not including subject matter expertise):

Description	Timeline	Assumptions	Costs basis or parameters	Additional Comments
Secretariat	FY15	Staff to provide management of secretariat and other applicable HR functions.	Unknown	Up to 12 hours per week dedicated to IPC.

Subject Matter Expert Support:

N/A

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

As may be required for the secretariat to perform functions.

Language Services Support:

N/A

Other:

N/A

Travel Support:



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As may be required for the secretariat to perform functions.

Potential/planned Sponsorship Contribution:

IPC would contribute its time to coordinate activities with Secretary.