All questions and completed forms should be sent to controller@icann.org.
Please remember that the deadline for FY16 Budget consideration is **February 28th 2015.**

REQUEST INFORMATION

Title of Proposed Activity	
Security and Stability Advisory Committee (SSAC) Member Travel to ICANN Meetings	

Community Requestor Name	Chair
Patrik Fältström	Security and Stability Advisory Committee (SSAC)
ICANN Staff Community Liaison	
Julie Hedlund	

REQUEST DESCRIPTION

1. Activity: **Please describe your proposed activity in detail**

This is a recurring request and as such it should become part of the ICANN regular budget, although the number of funded travelers may vary from year to year. It is essential for SSAC members to be able to attend ICANN meetings in person, not only to attend the public and private SSAC meetings held during the ICANN meetings, but also to participate in person in the many security-related discussions that occur. Many SSAC members have not been able to attend ICANN meetings because of the cost, yet ICANN meetings are becoming increasing important for SSAC members. In addition to the full day of SSAC work party and full committee meetings scheduled every Tuesday during the ICANN meetings, SSAC members participate in other technical meetings, including with the law enforcement community, the ccNSO, GNSO constituency and stakeholder groups, the GAC, and in the DNSSEC Workshop and Beginner's Sessions.

In addition, participation in the SSAC meetings is a key part of SSAC members' duties and thus is one of the criteria on which the review of their membership is based. Because of the continued increase in SSAC interest and participation in the ICANN meetings, the SSAC is requesting travel funding for 15 SSAC members to attend 3 meetings in FY15 for a total of 45 slots. Included in the 45 slots is funding for travel to 3 meetings for the SSAC Chair and Vice Chair.

The SSAC is requesting that travel support includes the cost of air travel, lodging, and a per diem amount set for each city. The SSAC also requests that supported members receive air travel at economy levels, except for the Chair who is eligible to receive all travel at business class. Assistance is requested from Finance to identify the budget estimate. When SSAC members are approved for travel support, the SSAC will conduct a procedure to select members for funding, in addition to the Chair and Vice Chair.

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**

Recurring activity. 3 ICANN meetings:18-22 October, Dublin, Ireland; 6-11 March, Marrakech, Morocco; 27-30 June LAC

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) Meeting reports (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.

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 process to select SSAC members for travel; works with ICANN Constituency Travel on the list of approved members	October 2015, March 2016, June 2016	8 hours for each meeting	8 X 4 = 32 hours	Recurring 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
N/A				

Language Services Support

Description	Timeline	Assumptions	Costs	Comments
N/A				

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

Description	Timeline	Assumptions	Costs	Comments
N/A				

Other Travel Support

Description	Timeline	Assumptions	Costs	Comments
Travel for SSAC members	October 2015, March 2016, June 2016	Travel costs for 15 SSAC members	TBD	Recurring activity

Potential/planned Sponsorship Contribution

Description	Timeline	Assumptions	Costs	Comments
N/A				