All questions and completed forms should be sent to staff@atlarge.icann.org
Please remember that the deadline for FY17Budget consideration is
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REQUEST INFORMATION

Title of Proposed Activity	
LACRALO General Assembly	
Community Requestor Name	**Chair**
LACRALO	Alberto Soto
ICANN Staff Community Liaison	
Heidi Ullrich	Submitted by Alberto Soto

REQUEST DESCRIPTION

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

The proposal is to hold a Latin America and Caribbean Regional At-Large Organization (LACRALO) General Assembly (GA) that would bring together one representative from each LACRALO At-Large Structure (ALS).

The objective of the General Assembly is for the ALS representatives from LACRALO to have the chance to meet face-to-face to discuss the critical issues to the future of LACRALO including to build trust among all ALSes, improve the working environment of all ALSes in the Latin American and Caribbean region, to engage in intense rules of procedure drafting, to foster strategic development and to participate in capacity building. The GA will serve to address the long-running issues which have reached the point at which it is not possible for LACRALO to engage in productive policy work.

The proposed date and location is requested to be at ICANN 57 (Meeting C) scheduled to take place **29 October - 4 November 2016 in San Juan, PR. The days of the LACRALO General Assembly are 31 October through 2 November.**

The location of Puerto Rico, a territory that is bilingual EN/ES, is an ideal location for the EN/ES speakers of LACRALO members to work on strengthening their trust, leading to more clear rules of procedure and a more effective engagement within the At-Large community.

Previous LACRALO General Assemblies were held in Mexico City in 2009, Costa Rica in 2013 and London 2014.

The LACRALO meetings at the requested General Assembly will focus on three specific components:

1. Building trust among ALS representatives and raise awareness of value-creation discussions – in a frank examination of relations, interests, communication and expectations, the General Assembly will aim to discover what needs to be done, both by ICANN and the LACRALO community, to allow members to engage in an environment open and welcoming to all to better represent the best interests of end-users within the LACRALO region.

2. Drafting and getting toward agreement of new, more effective LACRALO rules of procedure – to provide an environment that will allow for all ALSes within the region to work more effectively together, new clearer rules of procedure (in both EN and ES) that will facilitate greater trust within the region, will be drafted with the aim to reach agreement, or at minimum, a timetable for the agreement of the new rules.

3. Strategic Development sessions – a session will be held to begin the development of strategic plans for all ALSes within the region. This would include conversations with GSE staff from Latin America and the Caribbean to foster greater collaboration on common strategic goals.

We note that the proposed time and location will maximize the value of such a meeting while minimizing its cost:
- The location is well served by airfare to San Juan for many Latin American and Caribbean ALSes
- A volunteer Organization Committee within LACRALO, in collaboration with staff, will work to identify the topics for the General Assembly sessions and help organize them.

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

At this time, the activities being requested are outlined below. However, the specific sessions may be changed to reach the final objectives.

- Day 1 (Monday, Oct 31) Session addressing the current challenges in LACRALO
- Days 2 and 3 (Tuesday, 1 November and Wednesday, 2 November) half-day sessions on rules of procedure drafting
- Day 2 (Tuesday, 1 November) participation in a strategic development planning session
- Day 3 – Joint LACRALO/NARALO Showcase highlighting activities of LACRALO and NARALO ALSes.
- Throughout the ICANN Meeting, LACRALO ALS representatives will be encouraged to participate in ALAC and RALO sessions as well as in At-Large Working Group meetings when they do not conflict with LACRALO General Assembly sessions.

Goals, as stated in the above detailed description, involve

- Trust building
- Rules of Procedure analysis, discussion and development.
- Strategic development

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

While the ICANN 57 Meeting is scheduled for October 29- November 4, 2016, the request is to have the LACRALO General Assembly between Monday, October 31, 2016 and Wednesday November 2, 2016. Participants would arrive on Sunday, 30 October and depart on Thursday, 3 November.

REQUEST OBJECTIVES

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

This activity is placed within the first ICANN Strategic Objective: Evolve and further globalize ICANN. 1.1 Further globalize and regionalize ICANN functions: engagement mechanisms supporting the regional engagement strategies and local community participation in ICANN.

This meeting directly addresses components of the current ICANN Strategic Plan in its intent to:

- Better empower the Latin American and Caribbean community to build trust and a strengthened relationship among all members.
- Educate, enhance and promote the benefits of the multi-stakeholder approach to governance
- Enhance the identifier ecosystem through the cooperation of LACRALO and other RALO's
- Progress in the globalization of ICANN (through activities in San Juan, a bilingual city)

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

The At-Large Structure representatives of the Latin American and Caribbean Islands Regional At-Large Organization, currently numbering 48.

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

There are several expected deliverables of the proposed LACRALO General Assembly:

- From the plenary session: Improved recognition of how to regain trust in a value-added environment; identification of common interests, challenges and how to become more effective as a RALO.

- From the bylaw workshops: Development of revised LACRALO Bylaws and other documentation to improve clarity of LACRALO operating procedures.

- From the strategic development activities: Increased awareness among LACRALO ALSes of their impact in ICANN strategic goals and that of LACRALO.

- Reduced possibility of a complete fracture of LACRALO with the Caribbean ALSes either just leaving or opting to affiliate with NARALO.

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

- Improvements in discussions with participants in advance and after conclusion
- Number of community members re-engaged in the activities of LACRALO
- Improved working environment
- Increased understanding, legitimacy, acceptance and implementation of LACRALO rules of procedure
- Increased LACRALO contribution to At-Large policy advice development

RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

Staff Support Needed (not including subject matter expertise):

Description	Timeline	Assumptions	Costs basis or parameters	Additional Comments
Meeting logistics (room booking). Break out rooms may be needed.	July through September 2016	LACRALO meeting will take at ICANN meeting location space	Normal staff responsibilities	May need additional room for LACRALO GA in addition to normal At-Large room.
GA Steering Committee teleconferences	June through November 2016	Creation of Steering committee and chairs for the organization General Assembly.	Volunteer and normal staff responsibilities	
Fundraising	June-October 2016	Showcase Sponsors	Volunteer	
Travel arrangements	August-September	ICANN Constituency Travel will be required to help with this coordination	Normal staff responsibilities	
Pre-GA teleconferences with ALSes	August through October	Survey Monkey	Volunteer and normal staff responsibilities	
On-site staff for Support (At-Large and other relevant support as needed)	October 29-November 3	ICANN At-Large Staff needed to support this	Normal staff responsibilities	
External facilitator/mediator	31 October through 2 November			
Social event (shared with NARALO?)	2 November (TBC)		Normal staff responsibilities	
Post-GA follow up on LACRALO bylaws	Nov 4-30		Normal staff responsibilities	

Subject Matter Expert Support:

A workshop facilitator/mediator with experience in trust-building, value-added negotiations and collaborative development, preferably with an understanding of ICANN's inner workings as well as experience in community building and engagement is requested for the duration of the General Assembly.

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

Video streaming is required for those not able to participate face-to-face. Adobe Connect should be made available for the duration of the General Assembly. The meetings should be recorded, close-captioned if possible and available for public access after the event.

Language Services Support:

ES/EN interpretation will be needed.

Other:

Travel Support:

One representative from each LACRALO At-Large Structure (currently 48), travel to San Juan, including travel, accommodation and a stipend. Travel support for the external facilitator/mediators.

Potential/planned Sponsorship Contribution:

If this is approved LACRALO will approach potential sponsors to see what kind of financial contribution may be possible.