



FY17 COMMUNITY REQUEST FORM

All questions and completed forms should be sent to controller@icann.org.
Please remember that the deadline for FY17 Budget consideration is **15 February 2016**.

REQUEST INFORMATION

Title of Proposed Activity

ALAC Development Session at ICANN 57
Second Pilot Activity

Community Requestor Name

ALAC

Chair

Alan Greenberg

ICANN Staff Community Liaison

Heidi Ullrich

REQUEST DESCRIPTION

1. Activity: Please describe your proposed activity in detail

Based on the success of the ALAC Development Session at ICANN 54, the ALAC is again requesting an ALAC Development Session for the 15 members of the ALAC, both continuing and incoming members, as well as ALAC liaisons to the ccNSO, GNSO and SSAC on the last day of the ICANN 57 Meeting to be held in Puerto Rico.

This ALAC Development Session, will foster co-operation within the ALAC as well as allow planning for ongoing and upcoming projects and activities within the ALAC. The Development Session will serve as a team-building exercise to increase collaboration and to work more effectively as a virtual global team inter-sessionally.

The activity will also include sessions on professional skills development and teambuilding. This latter activity will increase the ability of all ALAC members to develop critical skills needed to more effectively participate in meetings and work in a multi-cultural environment.

An external facilitator will lead the session.

Catering for lunch is also requested to allow for discussions during the break and to ensure continuity.

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

Development Session to include teambuilding and professional skills training.

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

The requested day for the ALAC Development Session is Friday, 4 November between 12:00 and 18:00.



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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.

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

Fifteen global members of the ALAC and incoming Liaisons to the ccNSO, GNSO and SSAC (projected to be up to three people not already included in ALAC count).

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

As observed following the first ALAC Development Session at the end of ICANN 54, the deliverables of the requested ALAC Development Session includes improved collaboration and effectiveness of the ALAC as a body given that currently there is no formal f2f session that allows both continuing and incoming ALAC members to get to know each other, and increase their professional skills needed to increase their effectiveness inter-sessionally.

The requested Session will enable the ALAC to discuss improved onboarding, work on teambuilding and address the challenges of working as a virtual team that has as one of its key responsibilities the involvement of a globally distributed community consisting of five Regional At-Large Organizations and nearly 200 At-Large Structures.

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

Measurements used to determine the success of the ALAC Development Session include, but are not limited to, the following:

- Improvement in the quality and quantity of inter-sessional output and collaboration
- Increased collaboration and participation of the 15 ALAC members in their regular teleconferences through, for example, increased participation in the monthly teleconferences.

RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

Staff Support Needed (not including subject matter expertise):

Description	Timeline	Assumptions	Costs basis or parameters	Additional Comments
Three members of At-Large Staff support	September through early November 2016	Preparation calls, following up on Action Items +	Assumed that these support activities are part	Support includes organization of Strategy Session



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		assistance onsite. Total time estimated at 4 hours.	of normal staff support.	and support during the implementation of the session
Meeting Staff to arrange lunch catering.		4 hours	Assumed that these support activities are part of normal staff support.	
Subject Matter Expert Support:				
Teambuilding trainer (likely from Incite Learning) – 8-10 hours.				
Technology Support: (telephone, Adobe Connect, web streaming, etc.)				
Meeting room with AC room and presentation laptop.				
Language Services Support:				
No language services required.				
Other:				
None				
Travel Support:				
None				
Potential/planned Sponsorship Contribution:				
None planned.				