IANA Stewardship Transition
FY17 activities

Suggested Cost control mechanisms (for approval by Chartering Organizations)

1. <u>Community Budget ownership & scope</u>

Workstream	Community budget ownership			Out-of-scope (for info.)		
	Owner	Expenses	Budget in $'000	Owner	Expenses	Budget in $'000
CCWG – IRP Phase 2	**CCWG co-chairs**	Professional Services (incl. legal advice)	400 (legal). 119 (other)	ICANN Staff	Telecom & lang. serv. Prof. services	400
Accountability WS2	**CCWG co-chairs**	Community Travel	(20 seats-275)	ICANN Staff	Staff Staff travel	808 79
		Professional Services (incl. legal advice)	1,400 (legal). 225 (other)		Telecom & lang. serv. Prof. services	201
Implementation				ICANN Staff	All	3,739
General activities				ICANN Staff	All	1,164
Total			2,419			6,391

Assumptions:
- Travel: Budget 20 seats for 1 day full CCWG meeting, preceding each of 3 annual ICANN Meetings (57, 58, 59). The estimated average cost per seat is 4,583$ for calculation purposes only. CCWG-Accountability may reduce the number of seats to extend the duration of travelers – to be agreed with the PCST.
- Professional fees: using the legal advice for the total project over 2 years ($14m), 10% or $1.4m for WS2 considered a reasonable.

2. <u>Description of budget ownership</u>

- Budget ownership implies conducting the project to completion within the budgeted resources.
  - o It allows to plan the resources according to the defined budgeted costs
  - o It allows to select the resources, and make trade-offs between the various resources (ie travel vs professional fees)
  - o It requires to identify risks to the completion of the project, implement corrective actions where required, including submitting requests for additional budget if the completion of the project requires it, and all alternative actions are insufficient.
- Limitations:

- Limited ability to plan for the nature and complexity of the work considered, resulting from lack of historical reference.

3. <u>External legal advice</u>

- legal committee: to evaluate needs for legal advice, and determine adequate source to provide the answer, privileging the highest value (value = benefit / cost).
- Legal committee membership to include an ICANN legal representative, community members with experience in procuring external legal advice, and the CCWG co-chairs.

4. <u>Analysis and Reporting</u>

- PCST (Project Cost Support Team) to continue supporting the project planning
  - providing costs information and analysis
  - supporting forecasting
- PCST to produce monthly reporting of the entire project's expenses:
  - to the CCWG co-chairs to support their management of the project: the expenses under their responsibility
  - to the chartering Organization and to the public for transparency and accountability: all expenses of the project.