



FY18 COMMUNITY REQUEST FORM

All questions and completed forms should be sent to controller@icann.org.
Please remember that the deadline for FY18 Budget consideration is **30 January 2017**.

REQUEST INFORMATION

Title of Proposed Activity

ALAC Leadership Team (ALT) Strategy Sessions

Community Requestor Name

Alan Greenberg

Chair

Alan Greenberg, Chair of the ALAC

ICANN Staff Community Liaison

Heidi Ullrich

REQUEST DESCRIPTION

1. Activity: Please describe your proposed activity in detail

This request is for a post-ICANN meeting ICANN Meeting Review and Planning Session. It will occur at the end of each ICANN meeting and will include the ALAC Leadership Team (1 person per Region), the Liaisons to other AC/SOs, other advisors to the ALT (typically the recent past ALAC Chairs of not there in some other capacity) and critical At-Large support staff.

This strategy meeting will include a number of components:

1. Debriefing on the meeting just completed.
2. Address issues that have arisen during the meeting
3. Plan for ALAC actions over the coming months.
4. If available and practical, meet with senior ICANN staff (Chair of the Board, CEO, Senior Vice President, Policy Development Support – such interactions have proven very constructive in the past),

Our experience is that in the absence of such a meeting, people disappear immediately for 1-2 weeks to either relax (rare!) or to catch up on their real lives and jobs after being at the ICANN meeting (often taken as vacation time from their real jobs). We then spend considerable time scrambling to get organized again and we inevitable do not quite make it, decreasing the ALAC and leader effectiveness and significantly increasing stress (on both volunteers and staff).

Optimally this would be a breakfast meeting allowing for an early start and early completion.

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

Meeting, Travel Support

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

The meeting will last for 3-4 hours on the morning after the ICANN meeting.



FY18 COMMUNITY REQUEST FORM

REQUEST OBJECTIVES

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

By increasing the effectiveness of the ALAC and At-Large:

Evolve and further globalize ICANN.
 Evolve policy development and governance processes, structures and meetings to be more accountable, inclusive, efficient, effective and responsive.

Advance organizational, technological and operational excellence.
 Develop a globally diverse culture of knowledge and expertise available to ICANN's Board, staff and stakeholders.

Promote ICANN's role and multistakeholder approach.
 Promote role clarity and establish mechanisms to increase trust within the ecosystem rooted in the public interest.

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

ALAC Leadership.

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

Learning how to better conduct At-Large meetings; More effective operation of the ALAC and At-Large while lowering stress levels.

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

Subjective reviews by ALAC leaders and staff.

RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

Staff Support Needed (not including subject matter expertise):

Description	Timeline	Assumptions	Costs basis or parameters	Additional Comments

Subject Matter Expert Support:

None.

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



FY18 COMMUNITY REQUEST FORM

None.

Language Services Support:

None.

Other:

Funding for a room and breakfast.

Travel Support:

One extra day for an estimated half of the attendees. Actual numbers will depend on availability of afternoon/evening flights.

Potential/planned Sponsorship Contribution:

None.



FY18 COMMUNITY REQUEST FORM

All questions and completed forms should be sent to staff@atlarge.icann.org or controller@icann.org. Please remember that the deadline for FY18 Budget consideration is.

REQUEST INFORMATION		
Title of Proposed Activity		
Real-time Captioning of Adobe Connect Meetings In English, Spanish, and French		
Community Requestor Name	Chair	
Judith Hellerstein	Judith Hellerstein (Secretary of NARALO), but this is a CROSS RALO Proposal. Alan Greenberg is the ALAC Chair.	
ICANN Staff Community Liaison		
Heidi Ullrich		

REQUEST DESCRIPTION
1. Activity: Please describe your proposed activity in detail
<p>This is a continuation of our current pilot program of captioning for 5 RALO and/or ALAC monthly meetings, and/or 5 Working Group meetings or webinars over a 6 month period in FY18.</p> <p>Our belief is that this project, now entering its second year of successful trial, should be part of the ICANN core budget starting in FY18. The ALAC believes that it is time for ICANN to integrate real-time captioning into its core budget, but on a larger scale than has been the case with the At-Large trials.</p> <p>However, if this is not possibleShould ICANN not follow this more ambitious path, our goal in this continuation of the pilot is to provide real-time captioning for either 5 RALO meetings a month or 4 RALO and 1 ALAC meeting, and/or 5 working group meetings or webinars a month to enable full participation of all At-Large Usersusers within ICANN. An additional objective of this third phase of the pilot is to test the concept for the implementation of a permanent captioning program to replace the transcription program currently available. The metrics obtained from the second phase of the captioning pilot clearly indicates strong support for captioning.</p> <ul style="list-style-type: none"> • More than 91% described captioning as either extremely helpful or helpful. • More than 75% indicated the ability to understand the session more effectively • More than 54% had a greater understanding of the topics <p>The standard of captioning is now at such a high level that it is effectively a transcript. Captioning has the benefit of people being able to check facts and terminology during a call and thus being able to participate in a more informed manner. This is especially valuable for people whose primary language is not English, French or Spanish. On the CCWG Accountability WS2 Diversity call #9, 61% of participants stated that English was not their primary language. Most of the AFRALO call participants either did not have English as their primary language and/or had low bandwidth and 75% were able to understand the session more effectively and the topic better with captioning. This was even higher in the WS2 Diversity call at 84%. There were many comments about the advantage of being able to catch up especially if a speaker spoke quickly or the audio was not so clear.</p>

Comment [AG1]: Is the font colour meaningful?



FY18 COMMUNITY REQUEST FORM

We also want to raise awareness of the importance of including captioning whenever language support is offered. We are targeting RALO meetings since our goal is to increase engagement in ICANN within each of the respective regions. We are also targeting the working groups and webinars for the same reason as well as to promote more engagement from RALOs in these working groups. We think this will lead to more effective participation and engagement within ICANN. This is especially the case for people who are coming from bandwidth challenged countries where lack of bandwidth has limited their participation within ICANN. Adobe Connect is a large user of bandwidth and as such makes it difficult for those with limited bandwidth to fully participate. Adigo calls are helpful in that regard, but often in many places cell coverage is sparse and calls often drop or use up too much of a person's quota.

Participants were enthusiastic and wanted captioning on working group and CCWG calls while 50% of WS2 Diversity participants wanted captioning on all calls.

The goal of the pilot is to continue to gather the necessary metrics to illustrate the need for captioning not only for accessibility reasons but also for those with limited bandwidth and novice without a clear understanding about the terminology used in key ICANN meetings. The data gained from this third phase of the pilot should help us meet these goals and show the need for captioning ICANN wide. This next phase of the project intends therefore to extend the reach of captioning even further so that it meets the intended goals. This means offering more sessions with captioning including in French and Spanish and reaching out to any persons who have a hearing impairment. It would assist ICANN staff to evaluate the cost-effectiveness of captioning compared to the provision of transcripts after the call.

Background information on captioning

In the [first](#) two phases of the pilot we restricted ourselves to mainly providing English Language captions and an experiment in Spanish and French, but in this third phase we want to add more support for Spanish and French as we have gotten requests for captioning in these languages.

Captions, composed of text, are used by people who are deaf or hard of hearing to access content delivered by spoken words and sounds. Real-time captions, or Computer Assisted Real-time Translation (CART), are created as an event takes place.

A captioner (often trained as a court reporter or stenographer) uses a stenotype machine with a phonetic keyboard and special software. A computer translates the phonetic symbols into captions almost instantaneously and displays them on a laptop within a conference program, on a separate URL, or on a large display screen. (<http://www.washington.edu/doi/what-real-time-captioning>).

Captioning is done by trained operators who can either be local or remote as long as they have a direct feed to the speakers. This tool makes all ICANN activities and programs accessible to people who are deaf or have a hearing impairment. Additionally, it aids users who have limited bandwidth or where English is not their native language to better participate and engage within ICANN. It does this by offering a text-only URL of the captions. Since this text stream consumes little bandwidth it would better enable those with limited bandwidth to more effectively engage within ICANN. Having a low bandwidth stream of the text should allow for increase participation and engagement by all members.

Adobe Connect is a large user of bandwidth and as such makes it difficult for those with limited bandwidth to fully participate. Adigo calls are helpful in that regard, but often in many places cell coverage is sparse and calls often drop or use up too much of a person's quota.

Having the captions available in English, Spanish, or French also helps people in the ICANN

Comment [AG2]: Are we offering captioning outside of Adobe Connect? If not, I don't see why this is relevant.



FY18 COMMUNITY REQUEST FORM

community whose first language is not one of these three languages as most people can read English, Spanish, or French even if they cannot speak or understand. Also users who have limited bandwidth and have difficulty in loading and using the Adobe Connect application and participating in the meeting will have an easier time engaging and participating in the groups if they could read what is happening.

Captioning is mandated under the Americans with Disabilities Act of 1990 (ADA), which prohibits discrimination and ensures equal opportunity for persons with disabilities in all areas. This is why ICANN as a US corporation should adopt captioning on all its calls to best meet these obligations under the Act. Accessibility is the degree to which a product, device, service, or environment is available to as many people as possible. Both Harvard and MIT Universities have recently been sued for failing to provide captioning for its online classes and podcasts. Other universities and capacity building projects worldwide have adopted captioning. ICANN's webinars are similar to these classes and podcasts. It is also why we have included webinars in our pilot study.

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

Language Support, Public Interest, Meetings awareness and education.

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

Recurring Activity about 5 times a month for six months.

REQUEST OBJECTIVES

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

ICANN'S strategic goals are:

- Evolve and further **globalize ICANN**
- Support a healthy, stable, and resilient **unique identifier ecosystem**
- Advance **organizational, technological and operational excellence**
- Promote ICANN's role **and multi-stakeholder approach**
- Develop and implement a **global public interest framework bounded by ICANN's mission.**

This request meets all these goals plus it helps ICANN meet its Public Interest Commitment and act as a steward of the Public Interest as it claims to be in Objective 5.1 of its Strategic Plan. Moreover, it advances ICANN's goal of developing a globally diverse culture of knowledge and expertise available to ICANN's Board, staff and stakeholders. ICANN's goal of global inclusivity, transparency and accountability are critical to being trusted by its stakeholders. It is this inclusivity that this request is directed at. This request supports inclusion and cultural diversity through the implementation of services that embraces the various communities, which have historically suffered from barriers of access. These barriers are not just for those who have not been able to participate because of accessibility issues, because of deafness or hearing impairment, but also for those who have limited bandwidth and are not able to use Adobe Connect because of bandwidth limitations in their countries. Also this will help those on working groups whose native language is not English fully engage, interact, and participate in these groups.



FY18 COMMUNITY REQUEST FORM

It also helps ICANN meet its goal of developing a globally diverse culture of knowledge and expertise available to ICANN's Board, staff and stakeholders. It also meets with the goals under 4.1 of the strategic plan that states: encourage engagement with the existing Internet governance ecosystem at national, regional and international levels. Captioning enables all to participate in the evolution of a global, trusted, inclusive multi-stakeholder Internet governance ecosystem that addresses Internet issues. This proposal also empowers current and new stakeholders to fully participate in ICANN activities as stated in Objective 5.3 of ICANN's Strategic Plan ("Empower current and new stakeholders to fully participate in ICANN activities.").

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

The World Health Organization states that there are over one billion people with disability globally. It is estimated that one in six people are deaf or have a hearing impairment. Additionally the audience includes people with limited bandwidth and people whose first language is not English who could participate in a working group or RALO meeting more effectively with captioning.

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

This project has several desired outcomes, including:

- Live and recorded rough transcripts of meetings.
- Enabling ICANN to better meet its public interest requirements.
- Increased participation by end users and stakeholders within ALAC and the At-Large community.
- Increased inclusion and diversity through the implementation of services that embraces the various communities, which have historically suffered from barriers of access, either due to physical disabilities or limited bandwidth.
- Facilitates keeping up with content delivered during a meeting, especially those of intense debate or where content is complex
- Makes it possible to have a better comprehension of ICANN terminology.
- Helps members understand presenters who struggle to share information in a direct and clear manner.
- Generates more participation in the meetings.
- Enhances the interactivity of meetings
- Helps participants continue to follow discussion despite communications gaps.
- Understanding via review increases as users can go back and check specific points during the meeting in the transcript.
- Allows user to catch up when not paying attention.
- Helps understand slang used by showing how they are written and helping look up during the meeting.
- Makes it easier to understand when someone with a strong accent is speaking.
- Enables review and understanding of the context when a participant is unexpectedly taken away from a meeting.
- Aids on accessibility of different kinds during the meeting.

Comment [JH3]: Can you add in this section some of the comments from the people as this can improve this section

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

In the first two versions of the Pilot a survey was given to each of the participants. Also in the second



FY18 COMMUNITY REQUEST FORM

phase the survey was made available on the web in the form of a Google Doc and an Adobe survey so that we could capture all participants whether in Adigo or on the call. Also the participants who listened to the call after it was completed could also participate. The survey asked a series of questions about how it may have helped users become more involved/engaged within ICANN and increased their ability to contribute to, and participate within ICANN. Results will be cataloged and analyzed over the pilot year and a report written summarizing how well providing captions met these goals.

- Main results summarized so far:
- * 91% described captioning as either extremely helpful or helpful
 - * More than 75% indicated the ability to understand the session more effectively
 - * More than 54% had a greater understanding of the topics
 - * More than 31% was able to participate more fully and engage with presenters

RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

Staff Support Needed (not including subject matter expertise):

Description	Timeline	Assumptions	Costs basis or parameters	Additional Comments
Captioning of meetings. Continuation of contract with Captions First or other captioning firm.	5 meetings per month for a semester. 60 meetings per year.		These costs are from Caption First 130 USD per hour English 145 USD per hour Spanish 171 USD per hour French if available \$0.10 USD per min for every call using captioning, which will cover the cost of the StreamText service within Adobe Connect. NOTE: There may be a net cost savings associated with this proposal as captioning eliminates the need for transcripts that ICANN currently provides.	Caption First offers newcomers a 10% discount of their general rates for the first 6 months. After that the discount will be determined based on the volume discount ICANN has negotiated. Costs listed at left are a 10% reduction of the normal fees, but ICANN's discount may be different.
Survey Evaluation person	Administration of 5 surveys per month			



FY18 COMMUNITY REQUEST FORM

	and tabulation of results			
Subject Matter Expert Support:				
Expertise in creating the survey questions and analysis needed for evaluating this pilot program. Hiring of a captioning firm, such as Caption First, to perform the captioning either in Spanish, English, or French. Current staff assigned to the meeting can accomplish what is needed to load the caption pod to Adobe.				
Technology Support: (telephone, Adobe Connect, web streaming, etc.)				
Adobe Connect, loading the Caption Pod. All of this is normal staff support for RALO or working group sessions.				
Language Services Support:				
Spanish interpreters desired if captioning is done for LACRALO Meetings along with Spanish and or English captions. French interpreters desired if captioning is done for AFRALO Meetings with French captions. Spanish, English, and French desired if captioning a webinar.				
Other:				
None				
Travel Support:				
None				
Potential/planned Sponsorship Contribution:				
None				



FY18 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 **January 30, 2017**.

REQUEST INFORMATION	
Title of Proposed Activity	
Access by RALOs for funding of local engagement activities	
Community Requestor Name	Chair
ALAC	Alan Greenberg
ICANN Staff Community Liaison	
Heidi Ullrich	

REQUEST DESCRIPTION
1. Activity: Please describe your proposed activity in detail
<p>Opportunities exist for At-Large members to do local outreach and engagement about ICANN and ICANN policy related issues. The local activities can include local presentations, brown bag lunch topics, local business persons presentations i.e., Kiwana's, Rotary, Professional Women's University Groups, Chamber of Commerce and more. These local groups at the grassroots are looking for professional speakers on a weekly basis and rely on local experts on various topics. They open up opportunities for speaking engagements at minimum cost.</p> <p>While the FY17 Additional Budget Request on this issue was not approved, there was \$10,000 in GSE funding made available. The ALAC is appreciative of this.</p> <p>Well into FY17, a template was prepared and requests from the RALOs are now being submitted.</p> <p>For FY18, the ALAC again requests that each of the five At-large Regional At-Large Organizations (RALO's) are given access up to \$2,000 each for targeted local discretionary funds to permit the local travel, luncheons, displays, graphic and promotional Facebook/Twitter graphics.</p>
2. Type of Activity: e.g. Outreach - Education/training - Travel support - Research/Study - Meetings - Other



FY18 COMMUNITY REQUEST FORM

Outreach and Engagement on a local level.

I.e. a local group i.e., ISOC Chapter or IEEE section requires a speaker the local ALS can be serve this local group. He/She will be edit the published material and arrange for local printing. Promote the flyer in a HTML and Wordpress code to the organizations, arrange the speaking engagement without expensive airfare or accommodations.

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

The proposed timeline would be for the funds (to be held by ICANN) to be available for the fiscal year. Each RALO can make a request to their GSE Regional Vice President using the GSE template. hout Only when the request is approved by the GSE Regional Vice President will the approved will funds be released.

The RALOs leadership, in collaboration with the GSE, will ensure that the recipient of the funds will to fully account for the utilization of the funds with reporting as to what was achieved.

The current GSE template for the request of funds states that the form must be submitted 3 weeks prior to the event in question. This timeline will be reviewed at the end of FY17.

Comment [AG1]: ???

Comment [AG2]: Heidi, is it clear that the mechanism is understood? Will the person submit an expense reimbursement?

REQUEST OBJECTIVES

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

3.3 "Develop a globally diverse culture of knowledge and expertise available to ICANN's Board, staff and stakeholders."

5.3 Empower current and new stakeholders to fully participate in ICANN activities.

Furthermore, this proposal is aligned with ATLAS II Rec #40 -

<https://community.icann.org/display/als2/ATLAS+II+Recommendation+40>

"ICANN should offer a process similar to the Community Regional Outreach Pilot Program (CROPP), but applicable to **short lead-time budget requests not related to travel.**"

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



FY18 COMMUNITY REQUEST FORM

All regions with an At-Large presence where At-Large members can do local outreach and engagement.

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

- Outcomes
- more documented local outreach and engagement activities to the local community about ICANN where and information about ICANN policy issues impacting the local internet community.
 - raising the profile of ICANN in local cities and/or countries, especially if reporting of the local outreach and engagement activities gets reported in the local media.
 - Educate the local technical and non technical community on Internet Issues
 - Recruit new volunteers with local ALS or individuals

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

- Persons becoming involved in ICANN's multi-stakeholder communities and taking advantage of ICANN opportunities (such as At-Large as well as the Fellowship, Nextgen programs)
Raising the profile of ICANN in local cities and/or countries, especially if reporting of the local outreach and engagement get reported in the local media.

RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

Staff Support Needed (not including subject matter expertise):

Description	Timeline	Assumptions	Costs basis or parameters	Additional Comments
RALO funding	July 2017	Approval		



FY18 COMMUNITY REQUEST FORM

allocation				

Subject Matter Expert Support:

If local outreach and engagement opportunities are done in facilities with Internet access, an Adobe Connect room can be made available to allow for remote subject matter experts to present and be able to answer questions from the audience.

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

If local outreach and engagement opportunities are done in facilities with Internet access, an Adobe Connect room can be made available to allow for remote participation including remote speaker participation who can serve as subject matter experts

Language Services Support:

Given that this initiative is for local outreach and engagement, it is not anticipated that language services such as interpretation would be needed unless needed by remote subject matter experts that don't speak the local language.

Other:

Travel Support:

In case the organizer has to travel distance of more than 80km to a venue where the outreach and engagement is to take place, travel receipts should be provided and a refund requested. Travel may not include accommodation costs with an assumption that the organizers are not required to spend the nights in the respective geographic area.

Potential/planned Sponsorship Contribution:



All questions and completed forms should be sent to controller@icann.org.
 Please remember that the deadline for FY18 Budget consideration is **30 January 2017**.

REQUEST INFORMATION

Formatted Table

Title of Proposed Activity	
At-Large Global Capacity Building and End-User Policy Awareness Raising Program at the 2017 IGF in Geneva	
Community Requestor Name	Chair
ALAC Sub-Committee on Outreach and Engagement (RALO Co-Chairs (AFRALO, APRALO, EURALO, NARALO, and LACRALO)	Dev Anand Teelucksingh, Chair of ALAC Sub-Committee on Outreach and Engagement
ICANN Staff Community Liaison	
Heidi Ullrich	

REQUEST DESCRIPTION

1. Activity: Please describe your proposed activity in detail

The proposal is to organize and implement an effective, coordinated and sustained At-Large –strategy to raise awareness of the end-user perspective and engage in targeted outreach and engagement program during the 2017 IGF to be held in Geneva –18-21 December 2017 which is a premier global event targeting global stakeholders in the Internet Ecosystem. The program will include policy awareness raising on end-user policy issues through 5 workshops, training activities and better utilize the ICANN information booth, thus heighten overall branding of At-Large and ICANN.

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

Policy awareness-raising, education and training; capacity Building, Outreach, Travel Support,

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

This request is a pilot for a hoped for recurring activity for a more organized and collaborative effort between ICANN and At-Large. This includes an At-Large presence at future Global IGF meetings, shared supervision by



Outreach and Engagement Co-Chairs, and collaborative participation in an At-Large workshop on a high interest policy topic related to the IGF theme focusing on the end-user perspective. The program also includes a training and outreach component consisting of distribution of At-Large and various RALO materials, engagement with various stakeholders at the event and training opportunities for interested end users.

The timetable would include events on each day of the 2017 IGF, including Day 0. The dates of the 2017 IGF are 18-21 December.

REQUEST OBJECTIVES

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

Evolve and further globalize ICANN.
Bring ICANN to the world by creating a balanced and proactive approach to regional engagement with stakeholders.
Evolve policy development and governance processes, structures and meetings to be more accountable, inclusive, efficient, effective and responsive.

Promote ICANN's role and multistakeholder approach.
Encourage engagement with the existing Internet governance ecosystem at national, regional and international levels.
Participate in the evolution of a global, trusted, inclusive multistakeholder Internet governance ecosystem that addresses Internet issues.

Develop and implement a global public interest framework bounded by ICANN's mission

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

We are targeting global end-users and other stakeholders and entities that come to the IGF and are not engaged in ICANN's policy development activities.

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

Enhance ICANN At-Large engagement within the arena of global internet governance
Manage a booth, sharing with the ICANN booth is acceptable, which will enhance reaching out to potential individuals and/or organizations who will contribute to At-Large's bottom up approach to engaging key stakeholders in At-Large and the ALAC policy development process.
Coordinate and participate in a directed capacity building [pergamprogram](#) about the RALO and ALSes and



activities of ICANN in order to engage more stakeholder interest in joining At-Large with the aim of increasing the volunteer pool.

Participate in other IGF activities that will encourage wider specific regional outreach in the name of their RALO (for example the APriGF session which happens at each Global IGF, or a session on some IG topic relevant to APC SIDS)

Participate in five IGF Targeted Sessions accepted by the MAG to increase the opportunity to build awareness and promotion of end-users within ICANN.

Build a long term sustainability plan

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

Recruitment

-Target at least 15 organizations or individuals becoming potential active members of At-Large. -Volunteer roster for ICANN booth from ICANN sponsored and non-sponsored members (average time commitment (2 hours per day x 2 to 3 persons per time slot x 3 days)

Comment [AG1]: This sounds somewhat over-ambitious and if we don't come close, may jeopardize such funding in the future.

Sessions

-Collaborate with Capacity Building WG to have a session for outreach and engagement
-Organize and contribute to at least five panel sessions to build awareness and do cross promotion

Comment [Daniel Na2]: This will call for collaboration for capacity Building WG

Literature and Promotional Items

-Creation of a purpose made document on At-Large ATLARGE and IGF Primer piece
-Well stocked multi-lingual brochures

Comment [Heidi UII3]: These exist already

- USB drives with At-Large information on them.

Collaboration

-Collaboration with GSE, Government Engagement, Communications and At-Large staff on coordinated efforts
-Leverage relationships with other exhibitors ie. Eurodig, GIP etc.
-Organize a networking event-sponsored by others not ICANN

Sustainability

-Enhance the branding of At-Large at IG, part of a multi-year strategy
-Sustainability Plan



RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

Staff Support Needed (not including subject matter expertise):

Description	Timeline	Assumptions	Costs basis or parameters	Additional Comments
Promotional Materials				
Travel Support				

Comment [Heidi UII4]: Do you need at least one At-Large staff support to handle the logistics?

Comment [Alfredo C5]: One At-Large staff to coordinate timetable, mounting and use of materials and technology equipment used.

Subject Matter Expert Support:

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

Adobe Connect for preparation purposes

Comment [Heidi UII6]: Each RALO has an AC room for use. At-

Comment [Alfredo C7]: Audiovisual equipment (laptop & video projection capabilities to display / showcase some of the outstanding activities done by different groups within ICANN.

Language Services Support:

Translation of Outreach Materials to different languages

Other:

At the 2016 IGF in Mexico, 23 attendees from ~~At~~At-Large were present, [many of them self-funded or funded by organizations outside of ICANN](#), and did not have substantial, organized out-reach to the stakeholders who were present. Based on the experience at the IGF in Mexico, the Co - Chairs on Outreach and Engagement S/C have come up with the comprehensive proposal to enhance raising of awareness on end-users issues, training, and outreach and engagement during the IGF..

Currently CROPP funds exist and cover outreach within the region despite this being a global event, the O&E team believes having the full team contributes greatly to have more effective awareness raising, training and engagement and outreach during these global events that bring together participants from all the regions.



Travel Support:

Travel support is requested for 5 members of the At-Large Outreach and Engagement Committee and RALO membership- who will participate in IGF Workshops and lead a targeted training and outreach program for the 5 days of the IGF (including Day 0).

Potential/planned Sponsorship Contribution:

We will be approaching various potential sponsors for a social outreach event ie. Morning coffee or cocktails

Comment [AG8]: Are we going to link this request to the APRALO IGF request? Separately, they may impact each other.

I also find that asking for 5 people is too much. There are 10 Board members at the IGF in Mexico, and that has raised some eyebrows.

My preference would be to say we have 5 as a longer term target but not ask for that now.

Comment [Heidi UII9]: Could other sources of funding be sought?

Formatted: Font: (Default) Arial

Formatted: Font: (Default) Arial



FY18 COMMUNITY REQUEST FORM

All questions and completed forms should be sent to controller@icann.org. Please remember that the deadline for FY18 Budget consideration is **30 January 2017**.

REQUEST INFORMATION	
Title of Proposed Activity	
Effective Policy Development and Tracking System	
Community Requestor Name	Chair
RALO Co-Chairs (AFRALO, APRALO, EURALO, NARALO, and LACRALO)	Dev Anand Teelucksingh/Glenn McKnight
ICANN Staff Community Liaison	
Heidi Ullrich	

Comment [AG1]: Overall this proposal seems very weak. It is unclear that tracking will increase activity given how little activity there is at the moment.

Does it not make sense to integrate this into a larger ICANN-wide project?

REQUEST DESCRIPTION
1. Activity: Please describe your proposed activity in detail
The proposal is provide well documented proof of the submission of policy statements to ICANN
2. Type of Activity: e.g. Outreach - Education/training - Travel support - Research/Study - Meetings - Other
Capacity Building, Research/Other
3. Proposed Timeline/Schedule: e.g. one time activity, recurring activity
Pre Implementation Phase Set scope of project Set search engine tags Create mobile friendly version Building Phase Weekly or BiWeekly meeting of special ad hoc committee to help design the system, one RALO rep per region, staff and technical team Monthly reporting Testing Phase Pre launch testing of one RALO



FY18 COMMUNITY REQUEST FORM

Evaluation
Provide report on results

REQUEST OBJECTIVES

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

Evolve and further globalize ICANN.

Bring ICANN to the world by creating a balanced and proactive approach to regional engagement with stakeholders.

Evolve policy development and governance processes, structures and meetings to be more accountable, inclusive, efficient, effective and responsive.

Promote ICANN's role and multistakeholder approach.

Encourage engagement with the existing Internet governance ecosystem at national, regional and international levels.

Participate in the evolution of a global, trusted, inclusive multistakeholder Internet governance ecosystem that addresses Internet issues.

Develop and implement a global public interest framework bounded by ICANN's mission

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

All RALOs and all ALS membership

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

- Tracking of Policy documents per person and per RALO
- Demonstrate graphically the process of policy development statements over time
- Increase policy statements from all ALS membership
- Compliance of each RALO of the ICANN MOU to submit policy statements
- Biweekly RALO rep and technical team meetings on scope of project and testing

Comment [AG2]: Is this just for RALO-developed documents?

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

- Increase number of policy statements
- Reporting to each RALO and GSE the number of policy statements



FY18 COMMUNITY REQUEST FORM

RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

Staff Support Needed (not including subject matter expertise):

Description	Timeline	Assumptions	Costs basis or parameters	Additional Comments
Promotional Materials				
Staff time to build system				

Subject Matter Expert Support:

On demand/needs basis: a process flow expert. Software systems designer.

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

Adobe Connect for preparation purposes
Request can include a Systems Designer Engineer accompanying us through the process

Language Services Support:

Other:



FY18 COMMUNITY REQUEST FORM

This proposal is aligned also to the ATLAS II recommendations to improve metrics and accountability <https://community.icann.org/display/als2/Post+ATLAS+II+Implementation++Recommendations>

Item 3 ICANN should continue to shape an accountability model reaching not only Board members but all parts of the ICANN community, in order to develop a more transparent and productive environment

Item 8 The ALAC has the duty to keep track of action taken on all of the above recommendations.

Item 18 Support end-users to take part in policy development.

Item 22 Members of the general public should be able to participate in ICANN on an issue-by-issue basis. Information on the ICANN website should, where practical, be in clear and non-technical language.

Item 26 Current policy management processes within ICANN are insufficient. ICANN must implement a workable Policy Management Process System, available for use across the SO/ACs, in order to:

- enhance Knowledge Management,
- improve the effectiveness of all ICANN volunteer communities,
- improve cross-community policy-specific activity,
- enhance policy development metrics,
- facilitate multilingual engagement,
- create a taxonomy of policy categories,
- provide policy development history as an aid for newcomers.

Item 30 For each Public Comment process, SOs and ACs should be adequately resourced to produce impact statements.

Item 31 ICANN and the ALAC should investigate the use of simple tools and methods to facilitate participation in public comments, and the use of crowdsourcing.

Item 39 ICANN should encourage “open data” best practices that foster re-use of the information by any third party.

Item 43 RALOs should encourage their inactive ALS representatives to comply with ALAC minimum participation requirements.

Travel Support:

--

Potential/planned Sponsorship Contribution:

--



FY18 COMMUNITY REQUEST FORM



FY18 COMMUNITY REQUEST FORM

All questions and completed forms should be sent to controller@icann.org.
Please remember that the deadline for FY18 Budget consideration is **30 January 2017**.

REQUEST INFORMATION

Title of Proposed Activity

Request for Travel Support to ICANN Meetings for ALAC Liaison to the GAC

Community Requestor Name

Alan Greenberg

Chair

Alan Greenberg, Chair of the ALAC

ICANN Staff Community Liaison

Heidi Ullrich

REQUEST DESCRIPTION

1. Activity: Please describe your proposed activity in detail

This request is to provide travel support (flight, accommodation and per diem) for the new position of ALAC Liaison to the GAC. The ALAC currently receives travel support for the ALAC liaisons to the ccNSO, GNSO and SSAC (if they are not funding by other means such as receiving ALAC Member support or SSAC support). This request would like to ask that the new position of the ALAC Liaison to the GAC receive similar support in order to be able to carry out their duties and participate f2f in the GAC and ALAC meetings at ICANN Public Meetings.

The ALAC has met with the GAC for many years, and have always talked about more substantive collaboration and the possibility of exchanging Liaisons. However until recently, such collaboration has not actually occurred. The ALAC and GAC are now more effective in addressing issues of joint concern (such as potential harms from specific sensitive gTLDs), Current GAC leadership was very supportive of establishing an ALAC Liaison to the GAC, ensuring a regular bi-directional flow of information and ensuring that both groups are aware of each other's "hot issues". This liaison has now been put in place (roughly equivalent to a similar GSO Liaison to the GAC). To ensure that the Liaison can fulfill his/her mandate, it is essential that the Liaison can attend all ICANN meetings and participate in GAC activities.

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

Travel Support

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

This request would begin in at the start of FY18 – or before if possible. The request is for travel support for each ICANN Meeting going forward. Currently the GAC Liaison is travelling on funds provided for the ccNSO Liaison, a position currently occupied by someone with access to other travel funds, but that is not expects to be the case for much longer.

REQUEST OBJECTIVES

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



FY18 COMMUNITY REQUEST FORM

Evolve and further globalize ICANN.
 Bring ICANN to the world by creating a balanced and proactive approach to regional engagement with stakeholders.
 Evolve policy development and governance processes, structures and meetings to be more accountable, inclusive, efficient, effective and responsive.

Promote ICANN’s role and multistakeholder approach.
 Encourage engagement with the existing Internet governance ecosystem at national, regional and international levels.
 Participate in the evolution of a global, trusted, inclusive multistakeholder Internet governance ecosystem that addresses Internet issues.

Develop and implement a global public interest framework bounded by ICANN’s mission

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

At-Large (including end-users) and the GAC.

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

Strengthened ability of the ALAC Liaison to the GAC to carry out their responsibilities and represent the ALAC in the GAC as well as highlight GAC activities to the ALAC.

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

Increased relations and communications between the ALAC and the GAC.

RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

Staff Support Needed (not including subject matter expertise):

Description	Timeline	Assumptions	Costs basis or parameters	Additional Comments
N/A				

Subject Matter Expert Support:

N/A

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

N/A

Language Services Support:



FY18 COMMUNITY REQUEST FORM

N/A

Other:

N/A

Travel Support:

This request asks that the ALAC Liaison to the GAC receive adequate travel support to participate in ICANN meetings in order to serve the duties of the position.

Potential/planned Sponsorship Contribution:

N/A



FY18 COMMUNITY REQUEST FORM

All questions and completed forms should be sent to controller@icann.org.
Please remember that the deadline for FY18 Budget consideration is **30 January 2017**.

REQUEST INFORMATION	
Title of Proposed Activity	
APRALO General Assembly	
Community Requestor Name	Chair
Ali AlMeshal	Satish Babu
ICANN Staff Community Liaison	
Heidi Ullrich	

REQUEST DESCRIPTION
1. Activity: Please describe your proposed activity in detail
<p>This proposal envisages organizing the Asia-Pacific Regional At-Large Organization (APRALO) General Assembly (GA) – that is, bringing together one representative from each of the APRALO ALSes, as well as a selected representative for individual members, at a single location for a combination of strategic development, policy development, capacity building and outreach and engagement. The last APRALO GA was held in London in 2014.</p> <p>The proposed date and location is specifically requested to be at ICANN 60 (Meeting C) scheduled to take place 28 October - 3 November 2017 in Abu Dhabi, UAE.</p> <p>This request for a APRALO General Assembly is in line with the timeline for RALO General Assemblies and the next At-Large Summit as developed by the ALAC. APRALO meetings at the requested General Assembly will focus on three specific components:</p> <ol style="list-style-type: none">1. How to better engage our ALSs – also known within ICANN as “inreach” – in a candid examination of expectations, member engagement, program execution and community adhesion, we intend to deliver a one-day workshop intended to discover what needs to be done, both by ICANN and the APRALO community, to maximize volunteer participation, increase the ability to represent the best interests of end-users, as well as increase ICANN's “on the street” relevance.2. Policy briefings on critical ICANN issues intended to ensure that APRALO ALS representatives are adequately informed to educate their ALS memberships, and that they are better able to channel bottom-up end-user perspectives and ideas into the At-Large community’s policy debates.



FY18 COMMUNITY REQUEST FORM

3. Leadership training, intended to educate APRALO ALSes about the details of ICANN processes, and develop a clear understanding of its role in the broader Internet Governance Ecosystem. As an example, the current deluge of activity surrounding the Post transition of the IANA stewardship is mainly the realm of those who can follow it practically full-time, with multiple working groups and dozens (if not hundreds) of proposals in the air. It is our experience that many in the At-Large community do not understand much of what's going on or even the relevance. Awareness of both the processes and the path from idea to policy is a critical part of advancing the public interest within ICANN.

[NOTE: In its comment to the FY17 Operating Plan and Budget, the ALAC proposed that its regional General Assemblies and Summits be incorporated into the ICANN multiyear planning and the was accepted. The response to the Public Comment said "ICANN plans to integrate the At-Large multiyear schedule of General Assemblies and Summits, and similar requests from other parts of the community, into ICANN's Five-Year Operating Plan. This means At-Large will not have to make new requests every year for the inclusion in the Fiscal Year Operating Plan and Budget."](#)

[However, the exact process under which this will occur has never been specified, so the ALAC is submitting this Community Request as a place holder for however ICANN plans to address this budget issue.](#)

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

The full plan is not yet formalized enough because we are still in to the development stage and coordinating different stakeholder to maximize this opportunity as much as possible. But in a very high level the following are being looked in to.

- ~~Pre~~-Meeting activity
- During the meeting Workshops on policy and outreach
- Capacity building
- Showcase highlighting activities of APRALO and our ALSes
- "Inreach" activities to increase and stimulate engagement

Further details will be available in later stage. Currently discussions are on within the APRALO community as well with the GSE regional VP, in order to arrive a consensus on the activities that will be conducted at the GA.

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

It is one time activity during ICANN meeting which is from 28 October to 3 November, and the exact sessions will be decided over the next few months.

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



FY18 COMMUNITY REQUEST FORM

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 APRALO At-Large Community to understand and engage in ICANN's Global Public Interest Framework
- Educate, enhance and evangelize the benefits of the multi-stakeholder approach to
- governance
- Enhance the identifier ecosystem through the cooperation of APRALO and other RALO's

[Note that as per the response to the ALAC multiyear GA/Summit planning proposal ICANN intends to integrate meetings such as this into its Five-Year Operating Plan.](#)

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

The At-Large Structure representatives of the **Asia-Pacific Regional At-Large Organization**

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

The desired outcomes of the APRALO GA are:

- Building cohesion within the APRALO community and strengthening the ICANN At-Large identity
- Address issues of ALS and member engagement towards a better and more engaged APRALO community
- Address issues of contemporary relevance as inputs for the APRALO community
- Arrive at consensus on internal procedures and processes to better serve the APRALO community
- Take up any issues that ALSes may want to highlight, particularly relating to strengthening the multistakeholder model of Internet Governance within their constituencies, passing developments within ICANN to their local constituencies, and feeding back local issues to the ICANN At-Large

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

- Surveys of participants in advance and after conclusion
- Number of community members interested in ALS or unaffiliated participation in APRALO
- Number (and breadth) of policy initiatives delivered to ALAC
- Number of recommendations and materials offered to improve increase and engagement
- Number of attendees at social networking event
- Reports and presentations by each of the ALS attendees of their APRALO and ICANN experiences

RESOURCE PLANNING – INCREMENTAL TO ACCOMMODATE THIS REQUEST

Staff Support Needed (not including subject matter expertise):



FY18 COMMUNITY REQUEST FORM

Description	Timeline	Assumptions	Costs basis or parameters	Additional Comments
Subject Matter Expert Support:				
ICANN Board members, ALAC Leaders and other selected ICANN leaders will be invited to provide short addresses to the GA.				
Technology Support: (telephone, Adobe Connect, web streaming, etc.)				
Adobe Connect room will be required for remote participants.				
Language Services Support:				
Chinese & Arabic translation services will be required.				
Other:				
Adequate space for about 50-60 participants, together with food.				
Travel Support:				
For one participant per ALS (presently there are 46 ALSes, which may increase in number in the next few month(s)). <u>Typically most but not all ALSes attend.</u>				
Potential/planned Sponsorship Contribution:				
None expected.				

Comment [AG1]: Do we typically fund a 2nd rep from the ALSes represented by our ALAC members funded RALO leaders??