All questions and completed forms should be sent to controller@icann.org. Please remember that the deadline for FY19 Budget consideration is 31 January 2018.

REQUEST INFORMATION

Title of Proposed Activity	
Policy Writing and Advocacy Training	
Community Requestor Name	**Chair**
NCUC	Renata Aquino Ribeiro
ICANN Staff Community Liaison	
Maryam Bakoshi	

REQUEST DESCRIPTION

1. Activity: Please describe your proposed activity in detail

Goal: Provide important training for NCUC members to develop their policy development skills to enable more effective participation in ICANN PDPs (policy development processes, working groups and cross community working groups).

This proposal aims to prepare NCUC members to become penholders of important policy documents in ICANN WG/CCWG, and to be able to lead policy development processes through the NCUC. It is also important for our members to be upskilled in writing internal procedures and policies with regards to the governance of NCUC. The proposal requests a program on writing effective procedures and policies and public comments, developing advocacy skills and a policy development participation toolkit.

This is a continuation of a pilot successfully conducted in FY18 which occurred during ICANN61.

Format of the program: The program is divided in two segments: (1) an online training for selected NCUC members on writing policies and procedures with a professional trainer, (2) in-person sessions with a professional trainer to be held before or in parallel to ICANN public meetings.

Request: This proposal requests funds to support hiring external trainers. The proposal's added value is that its outcome would lead to self-sustainability within NCUC instead of needing a consultant provided by ICANN to help with writing and developing policies whenever the need arises. NCUC members will be empowered to write their own policies, and manage the policy process internally with NCUC and externally in various WG/CCWGs. This flexibility meets the needs of NCUC members, noting that we now have more than 560 members from more than 100 countries and we need to activate this valuable resource. This

approach will also maintain the independence of NCUC and will engage NCUC members more.

The course already had a 1st edition in ICANN61 and our members have signed up and were really excited to participate. The collaboration to build the course is running incredibly well with many comments from our members on the programme and previous participation in public comments and inputs in working groups.

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

Policy writing training

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

Two-time activity (to cover two ICANN meetings)

REQUEST OBJECTIVES

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

Aligned with ICANN's mission, commitments and core values:

- Coordinating the community's policy development reasonably and appropriately related to these technical functions

- Employing open, transparent and bottom-up, multistakeholder policy development processes, particularly to employ open, transparent and bottom-up, multistakeholder policy development processes that are led by the private sector (including business stakeholders, civil society, the technical community, academia, and end users).

- Empowering current and new stakeholders to fully participate in ICANN activities.
- Developing a globally diverse culture of knowledge and expertise available to ICANN's Board, staff and stakeholders.

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

All ICANN regional groups (note NCUC has members in more than 100 countries). Members from developing countries that apply for such funding through NCUC Exec Comm will be given priority (but other factors are also important in deciding which member will be participating in the training and attending the meetings)

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

1. At least 10 NCUC members trained in writing policy documents and public comments
2. Issuance of at least 4 public comments by those participating in the program. The trained

NCUC members will help shape the NCUC Policy Committee in the future

3. More participation of NCUC members at WG/CCWGs

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

We will know the number of NCUC members participating in drafting public comments and volunteering to become rapporteurs, chairs of working groups, effective participants in working groups, writing blog posts on policy issues being discussed at GNSO and ICANN, and active in internal NCUC processes. Each of these measurements will have a number and as necessary related outcomes can be described.

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:

Yes, trainer in policy development and writing.

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

Yes, for the online portion of the program. Adobe connect, shared work spaces.

Language Services Support:

No

Other:

This is basically a continuation of the Additional Budget Request for a pilot approved for FY18 (FY18-15 NCUC Policy Practicum and Advocacy Training). The training will take place at ICANN61, and there was extensive and productive collaboration with ICANN's Communications Department for the preparatory work conducted to date, which included dialogue about the scope of work and comments on the programme.

Communications department, were able to identify a trainer and worked collaboratively with NCUC to get the details hashed out. Members with intermediate to advanced experience in policy writing have given input on the programme content and showed great interest in engaging more with ICANN after the training.

A tangible outcome of the course would be that members on the course would have worked on 4 comments and engagement in the 3 PDPs.

Travel Support:

Accommodation for activity before the respective ICANN meeting.

Potential/planned Sponsorship Contribution:

Yes