FY19 COMMUNITY REQUEST FORM

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 intern to assist Constituency's work	
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

The Non-Commercial Users Constituency (NCUC) requests allocation of additional budget resources for FY19 to recruit an independent policy support specialist. The policy intern will be hired as an external consultant to deliver dedicated administrative services, policy research capability and capacity building activities to the NCUC.

The NCUC is a constituency of volunteers representing Internet end-users at ICANN. As such, NCUC members have limited capacity to engage on a consistently full-time basis. An independent policy support specialist will offer a significant uplift resources for the NCUC.

The policy support specialist be recruited (in accordance with ICANN's procurement process) to deliver 20hrs per month of specialist support to the NCUC. The individual will be responsible for:

Conducting specialist research analysis on policy issues;
Preparation of briefing papers for EC and constituency meetings / conference calls;
Preparation of draft position statements;
Administration of NCUC governance / project management materials;
Attendance at NCUC Meetings (advice, support, correspondence);

Draft and revised minutes;
Assistance for new members;

One of the recommendations could also be for ICANN to host a Mozilla Fellow or a Kairos Fellow. These are Internet policy professionals who can be hosted by an organization to assist with digital rights projects.

What's the risk of not doing this?

Failure to secure additional specialist support will have a negative impact on the NCUC's ability to contribute across the increasing number of ICANN policy issues during FY19. It will limit the constituency's capacity to deliver important capacity building projects.

2. Type of Activity: e.g. Outreach - Education/training - Travel support - Research/Study - Meetings - Other
Other - Paying for a policy intern to assist the Constituency

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

REQUEST OBJECTIVES

1. Strategic Alignment. Which area of ICANN's Strategic Plan does this request support?
5.3 Empower current and new stakeholders to fully participate in ICANN activities.

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

3. Deliverables. What are the desired outcomes of your proposed activity?
The outcome is assistance of participation in policy activities

4. Metrics. What measurements will you use to determine whether your activity achieves its desired outcomes?
Increase in public comments participation and governance documents publication and review.

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:

No

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

No

Language Services Support:

No

Other:

Travel Support:

No

Potential/planned Sponsorship Contribution:

No