Key Area of Internet (KAI) 1.0: Policy
Strategic Objective: To strenghen the impact of NPOC on IG-related policy
Project 1.1 : The non I-Inform-related agenda
Project 1.2 : I-Inform policy agenda
Project 1.3 : Policy processes

Key Area of Internet (KAI) 2.0: Charter
Strategic Objective: To review key provisions of the Charter deemed unclear or out of date
Project 2.1 : Charter review

Key Area of Internet (KAI) 3.0: Membership
Strategic Objective: To increase the number of NPOC members
Project 3.1 : Affiliation of members
Project 3.2 : Review of membership affilation process

Key Area of Internet (KAI) 4.0: Communications
Strategic Objective: To support NPOC policy work through several communication channels online and offline
Project 4.1 : Website design
Project 4.2 : Hard copy printed promotional materials

Project planning template	
General Information	
Key area(s) of Interest (KAI)	**1.0 POLICY**
Objective (s)	To strenghen the impact of NPOC on IG-related policy
Project Details	**Non I-Inform-related policy agenda (UDRP, TMCH, Inter-registrar transfer policy, IDNs, RAA, etc.)**
Project code	1.1
Project Leader	Policy Chair Rudi Vansnick
Description	Strenghen NPOC´s voice on policy issues within ICANN´s narrow remit
Scope and Deliverables	- Public comments posted - Participation of NPOC community members to working groups - Statements issued on specific topics - Support of other SG/AC statements issued - Support of other SG/AC´s comments issued - Comments made in ICANN open public forums - Meetings with other constituencies and other groups (ATRT, EWG, etc.) - Publications articles in Domain Incite
Targeted Groups	ICANN community
Start Date	Durban ICANN meeting (July 2013)
End Date	London ICANN meeting (July 2014)

Project Indicators	-Number of public comments posted -Number of statements issued -Number of NPOC members´participating in working group -Number of public comments posted -Number of support of other statements issued -Number of support of other constituency´s comments issued -Comments made in ICANN open public forum (ICANN meetings) -Meetings organized with cross-constituency groups and others, to discuss specific policy issues -Nomination of two NPOC candidates to the GNSO council elections
Required resources	- Policy team
Relation to other Projects	I-Inform
Tasks and Activities Programming	- Keep track of the list of opened public comment period to identify when writing and posting a public comments is pertinent; - Write and post comments when deemed necessary - Participate to NCSG Open Policy Monthly meeting - Incentivate participation of NPOC community members to working groups - Write and divulgate through appropiate channels, statements on specific topics when deamed necesarry - Issue support of other´s statements when pertinent - Send to mailing list messages of support of other constituency´s comments when pertinent - Make comments made in public forum (ICANN meetings) when required - Organize meetings with other constituencies when pertinent and elaborate agenda - Write articles to be published - Resend to NPOC voice list, ICANN correspondence to inform about ongoing work issue
Project Details	**The I-Inform Policy agenda**
Project code	1.2
Project Leader	Policy Chair Rudi Vansnick and Program Chair Klaus Stoll

Description	Promote policy components of I-Inform
Scope and Deliverables	- Support the Cyber Awareness Campaign - Support the I-Engage Institute - Support the gTLD4D - Support the COP component
Targeted Groups	ICANN community, other IG forums (WSIS, IGF, etc.) and internet-users in general
Start Date	Durban ICANN meeting (July 2013)
End Date	London ICANN meeting (July 2014)
Project Indicators	- Promotion of I-Inform policy items in presentations made at events (IGF, ICANN, UN, CROPP) by NPOC-EC officers - Promotion of policy items among the participants to the conferences attended - I-Inform sessions/workshops organized by NPOC - Promotional materials published and funded by NPOC - Number of affiliates recruited among ICANN community members
Required resources	- COntribute to cover specific costs through NPOC budget - NPOC EC officers using their NPOC time
Relation to other Projects	- Non I-Inform-related policy agenda - ICANN´s strategy Montevideo/Post-Bali
Tasks and Activities Programming	-Prepare and circulate concept papers .Prepare and deliver presentations in events -Prepare and distribute promotional materials -Supervise the publication process of materials -Organize, promote and participate to I-Inform-related workshops -Participate to outreach events to recruit more I-Inform sponsors and members -Publish articles when appropiate -Give interviews in the media when required

Project Details	POLICY ADMINISTRATIVE PROCESES
Project Code	1.3
Project Leader	Policy Chair Rudi Vansnick
Description	Improve administrative processes to facilitate the policy work
Scope and Deliverables	-Write and adopt Policy Charter -Create a policy mailing lists -Seek nomination of NPOC EC member as NCSG EC Vice Chair
Targeted Groups	-NPOC EC and NPOC community members
Start Date	Durban ICANN meeting (July 2013)
End Date	London ICANN meeting (July 2014)
Project Indicators	-Policy Charter published -NCSG EC Vice Chair nominated -Number of members of policy team
Required resources	
Relation to other Projects	
Tasks and Activities Programming	-Write policy charter -Review and approval of the EC -Approval of membership -Publish policy charter -Create mailing list -Negociate with NCSG-EC having a vice chair from NPOC

General Information	
Key area(s) of Interest (KAI)	**2.0 Charter**
Objective (s)	To review key provisions of the Charter deemed unclear or out of date

Project Details	**Charter review**
Projec Code	2.1
Project Leader	Policy Chair Rudi Vansnick
Description	Review the provisions of the charter that are deemed to be out of date, unclear and add provisions as needed
Scope and Deliverables	Charter reviewed
Targeted Groups	
Start Date	Durban ICANN meeting (July 2013)
End Date	London ICANN meeting (July 2014)
Project Indicators	Charter reviewed
Required resources	NA
Relation to other Projects	

Tasks and Activities Programming	-Analyze provisions that need to be reviewed -Rewrite first draft of provisions and write draft for new provisions as needed -Submit to EC -Feedback from EC -Revision and adjustments -Submit ot EC -Final draft issued -Submit to EC for appoval -Submit to membership for approval

General Information	
Key area(s) of Interest (KAI)	**3.0 MEMBERSHIP**
Objective (s)	To increase the number of NPOC members

Project Details	**Membership affiliation**
Projec Code	3.1
Project Leader	NPOC Chair Marie-laure Lemineur
Description	Increase the number of NPOC members in 50%
Scope and Deliverables	Number of members
Targeted Groups	NGOs in all regions
Start Date	Durban ICANN meeting (July 2013)
End Date	London ICANN meeting (July 2014)

Project Indicators	-Updated list of current members -52 organizational members
Required resources	NA
Relation to other Projects	4.2
Tasks and Activities Programming	-Actively campaign to recruit new members in outreach events (CROPP, IGF, ICANN, etc.) -Promote NPOC among ICANN fellows during ICANN meetings -Proactively contact potential NGOs identified as good candidates -Followup after online affilation form has been submitted
Project Details	**Negotiate with NCSG a membership reform of affiliation process**
Project Code	3.2
Project Leader	NPOC Chair Marie-laure Lemineur
Description	Negotiate a reform of the existing membership process mechanism currently in place with NCSG colleagues in order to improve the affiliation process
Scope and Deliverables	Negotiation conducted aimed at improving affiliation process to NCSG/NPOC
Targeted Groups	NCSG
Start Date	Durban ICANN meeting (July 2013)
End Date	London ICANN meeting (July 2014)
Project Indicators	Negotiation took place
Required resources	NA
Relation to other Projects	3.1

Tasks and Activities Programming	-Make proposal a specific measures to be implemented to NCSG EC -Followup with members of the NCSG EC -Negociate an agreement over changes needed -If agreement is reached, coordinate with NCSG colleagues the implementation of the changes adopted

General Information	
Key area(s) of Interest (KAI)	**4.0 Communications**
Objective (s)	To support NPOC policy work through several communication channels online and offline
Project Details	**NPOC website**
Projec Code	4.1
Project Leader	Chair of communications (TBD)
Description	Redesign website
Scope and Deliverables	Website redesigned
Targeted Groups	
Start Date	Durban ICANN meeting (July 2013)
End Date	London ICANN meeting (July 2014)
Project Indicators	Website redesigned
Required resources	NA

Relation to other Projects	
Tasks and Activities Programming	-Request input and ideas from NPOC EC for proposal of design -Make a proposal -Submit to NPOC EC -NPOC EC feedback -Proceed to redesign
Project Details	**Hard copy printed materials**
Projec Code	4.2
Project Leader	Chair of communications (TBD)
Description	Elaborate promotional materials in support of policy work
Scope and Deliverables	Promotional materials printed
Targeted Groups	ICANN community, NGOs, Internet users
Start Date	Durban ICANN meeting (July 2013)
End Date	London ICANN meeting (July 2014)
Project Indicators	Materials printed and distributed
Required resources	Publication budget
Relation to other Projects	1.1 1.2
Tasks and Activities Programming	-Elaborate draft of material required (brochure, factsheet, phamplet, etc.) -Submit to EC for approval -Editing process -Submit to ICANN design team -Followup printing process with ICANN staff