



# FY14 Budget Process

*Community Review - March 5<sup>th</sup> 2013*

# Agenda

- Introduction – Janice & Maya (5 min)
  - Welcome and roll call
  - Session guidelines (Q&A, Wiki link, etc...)
- Update on FY14 Budget Process Timeline – Aba (5 min)
- FY13 Portfolio Management Update – Carole/Xavier (10 min)
  - Overview (5 min)
  - At-Task demonstration (5 min)
- FY14 Revenue Target – Ken (5 min)
- SO/AC/SG budget request /status – Aba (5 min)
- Next steps per revised timeline – Xavier (5 min)
  - Community feedback on Portfolio
  - Beijing Meeting Finance update
- Question and Discussion (25 min)

# Introduction – Session Guidelines

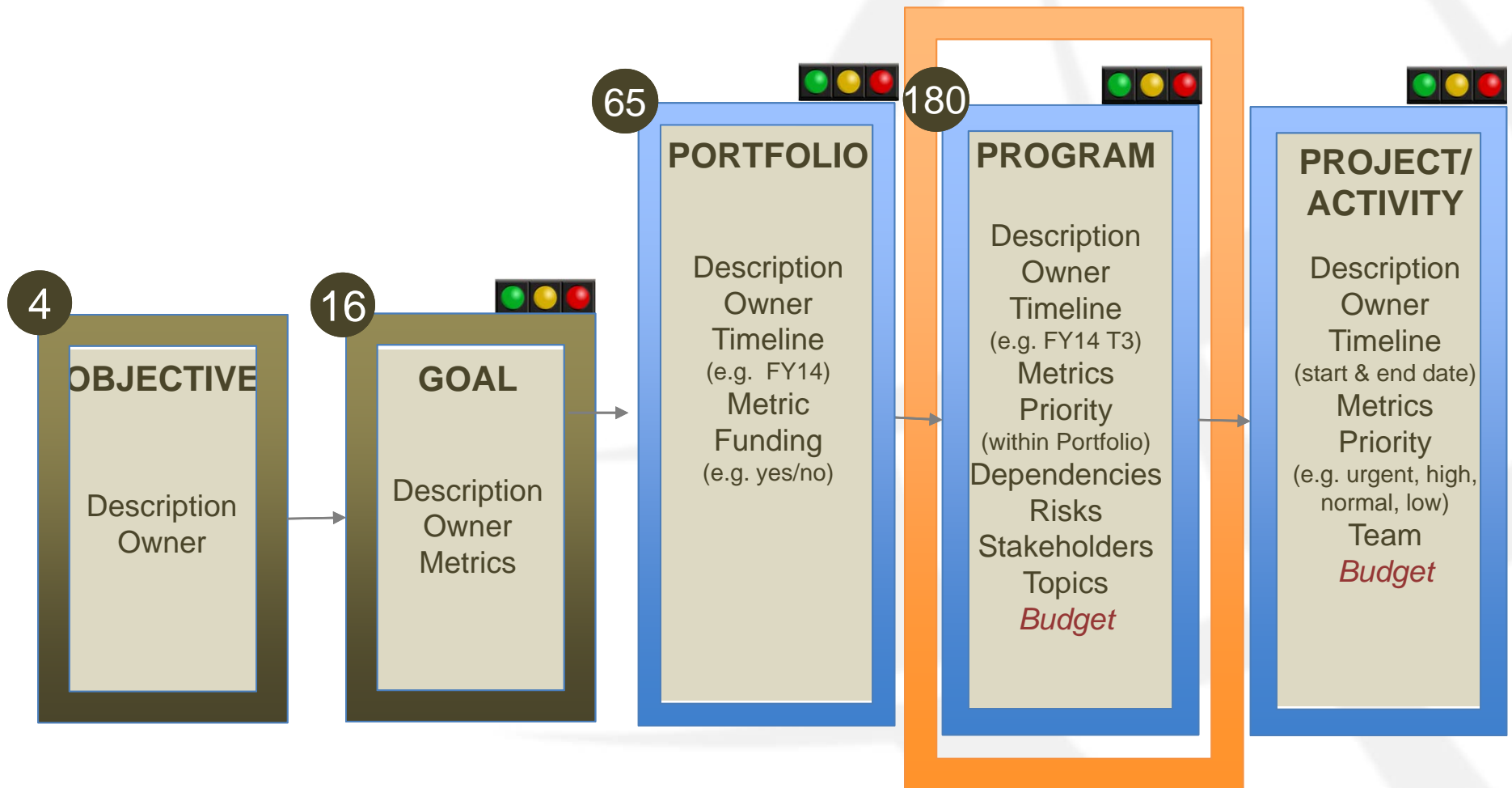
- Q & A session at the end of the presentation
- Please visit the community wiki page:  
<https://community.icann.org/display/projfinadhocws>

# FY14 Budget Process and Timeline

Task Name	Duration	Start	Finish	Phase
<b>Toronto Meeting</b>	<b>5 days</b>	<b>Sun 10/14/12</b>	<b>Thu 10/18/12</b>	<b>Event</b>
<b>Revise FY14 Planning Process</b>	<b>65 days</b>	<b>Fri 10/19/12</b>	<b>Thu 1/17/13</b>	<b>Phase</b>
<b>FY14 Budget Development</b>	<b>49 days</b>	<b>Thu 1/17/13</b>	<b>Tue 3/26/13</b>	<b>Phase</b>
FY14 SO/AC/SG Budget kickoff	1 day	Thu 1/17/13	Thu 1/17/13	Special Budget Request
FY14 Revenue Target	31 days	Thu 1/17/13	Thu 2/28/13	Draft Budget
BFC Update/Review	15 days	Mon 2/18/13	Fri 3/8/13	Review
Community Review - Budget Process update	4 days	Thu 2/28/13	Tue 3/5/13	Community Review
<b>FY14 Budget Reviews</b>	<b>41 days</b>	<b>Fri 3/1/13</b>	<b>Fri 4/26/13</b>	<b>Phase</b>
Internal Budget Reviews	10 days	Fri 3/1/13	Thu 3/14/13	Draft Budget
<b>Close SO/AC/SG Fast Track Budget Request Window</b>	<b>1 day</b>	<b>Fri 3/22/13</b>	<b>Fri 3/22/13</b>	<b>Special Budget Request</b>
Submit FY14 Programs to Community for feedback	25 days	Mon 3/25/13	Fri 4/26/13	Community Review
<b>Beijing Meeting</b>	<b>5 days</b>	<b>Sun 4/7/13</b>	<b>Thu 4/11/13</b>	<b>Event</b>
Finance Update Session	5 days	Sun 4/7/13	Thu 4/11/13	Special Budget Request
BFC Review	5 days	Sun 4/7/13	Thu 4/11/13	Review
Approval of FY14 SO/AC/SG Fast Track Budget requests	5 days	Sun 4/7/13	Thu 4/11/13	Special Budget Request
<b>FY14 Budget Publication</b>	<b>51 days</b>	<b>Fri 4/19/13</b>	<b>Fri 6/28/13</b>	<b>Phase</b>
<b>Close SO/AC/SG Regular Track Budget Request Window</b>	<b>1 day</b>	<b>Fri 4/19/13</b>	<b>Fri 4/19/13</b>	<b>Special Budget Request</b>
BFC Review	5 days	Mon 4/29/13	Fri 5/3/13	Review
Finalize Budget Document	6 days	Mon 5/6/13	Sun 5/12/13	Draft Budget
Publish Draft Budget	1 day	Mon 5/13/13	Mon 5/13/13	Draft Budget
Community Budget Review Calls	9 days	Tue 5/14/13	Fri 5/24/13	Draft Budget
Public comments	34 days	Tue 5/14/13	Fri 6/28/13	Draft Budget
Board Review	8 days	Wed 6/19/13	Fri 6/28/13	Draft Budget
<b>Adopt FY14 Budget</b>	<b>0 days</b>	<b>Fri 6/28/13</b>	<b>Fri 6/28/13</b>	<b>Milestone</b>

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# PORTFOLIO MANAGEMENT DISCIPLINE



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# Explanation of Nomenclature

ICANN Definitions	
<b>Objective</b>	Core foundational strategies upon which measurable targets are based
<b>Goal</b>	Desired achievable outcome to meet an organization-wide objective
<b>Portfolio</b>	Cross-functional work undertaken in support of goals (above) to fulfill core deliverables and services.
<b>Program</b>	A group of interdependent projects/activities managed in a coordinated way to obtain benefits and control not available from managing them individually. Programs may include elements of related work (ongoing operational efforts) outside of the scope of discrete projects
<b>Project / Activity</b>	<p>A temporary endeavor that has a defined beginning and end to bring about beneficial change or added value to a program or initiative and that uses cross-functional resources</p> <p>Cyclical Projects (aka ongoing work) that are accomplished in a fiscal year timeframe</p>
<b>Task</b>	A specific piece of work or duty assigned, of typically less than 90 days duration to a person(s)

# Nomenclature for Program

**Description** – a detailed definition of the scope of work

**Owner** – name identified with each entry that is responsible for the work at ICANN

**Timeline** – target date designation

Portfolio – Fiscal Year

Program – the last trimester of the current year e.g. FY13 T3

**Metric** – description of quantifiable measurement of success

**Priority** – indicates level of priority within the fiscal year (e.g. Urgent, High, Normal and Low)

**Dependencies** – resource or activity that is critical to the success for completing the work

**Risks** – factors that may have a negative impact on the completion of the work

**Stakeholders** – community members that are either interested or impacted by the work

**Budget/Actual** – approved budget /actual amount in US dollars

# Portfolio Management Data via AtTask

Try Phase 2 of the All New AtTask | Learn more about it

AtTask My Find Create Recent Favorites Help Logout Search Programs... Carole Cornell

Objective & Goal Portfolios **Programs** My Portfolios More

Export Run Report Filter: None View: Standard Group: Objective - Goa

Name	Description	Program Manager
Objective: <b>Operations Excellence - Fadi Chehade</b> (50)		
Goal: <b>Mature Organizational Support Functions - Akram Atallah</b> (22)		
Portfolio: <b>Administrative Services - Diane Schroeder</b> (1)		
Portfolio: <b>Effective Business Operations - Akram Atallah</b> (10)		
Portfolio: <b>Maintain Board Support - John Jeffrey</b> (4)		
Board Committees	Managing Content and Administration for ICANN's Board of Directors Committee Meetings	John Jeffrey
Board Meetings	Managing Content and Administration for ICANN's Board of Directors Meetings	John Jeffrey
Board Secretary Function	Maintain bylaw and role job functions of Board Secretary	John Jeffrey
Board Support	Provide staff support to ICANN's Board of Directors.	John Jeffrey
Portfolio: <b>Human Resources - Steve Antonoff</b> (1)		
Human Resources	Day to day HR activities as well as projects relating to ensuring a "best in class" work environment designed to attract and retain talent.	Steve Antonoff
Portfolio: <b>Finance Operations - Xavier Calvez</b> (1)		
Portfolio: <b>Support Enterprise Wide Systems - Edward Beck</b> (3)		
Portfolio: <b>Strategic Initiatives Management - Denise Michel</b> (2)		
Goal: <b>Institutionalize Management Disciplines - Chris Mondini</b> (9)		
Goal: <b>Optimize gTLD Services - Akram Atallah</b> (11)		
Goal: <b>Institutionalize Management Disciplines - Akram Atallah</b> (4)		
Goal: <b>Plan for Scale, Security, Continuity - Akram Atallah</b> (4)		

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# Top-Down Preliminary Revenue Target

**TO BE PROVIDE AT THE TIME OF THE PRESENTATION**

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# SO/AC Special Budget Request

- SO/AC Special Budget template
- Wiki workspace
- Fast Track Request – *due Fri 3/22/13*
- Regular Track Request – *due Fri 4/19/13*
- Evaluation process
- Implementation
- Procurement
- Deliverables / Metrics

# Next Step

- Community feedback on Portfolio
- Beijing Meeting Finance update

# Questions & Discussion

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