

Please find attached the first release of the EPDP Fact Sheet.

Purpose:

This is a summary document (page 1) of the EPDP that highlights Meeting Activity, Status, Milestone achievement, and most importantly financial resources. Detailed project planning and status can be found via other work products. Unique to the Fact Sheet are details of available budget versus actual spend.

Funding Source & Amount:

On 7 August 2018, Cherine Chalaby of the ICANN Board [notified](#) the GNSO Council of supplemental budget available to execute the EPDP. In short, \$590,000 was allotted to this effort to cover expenses related to professional affiliation, telecom services, external experts, face to face travel support, and contingencies. Detailed allotment to budget line items can be found in Cherine's letter as well as pages 2 & 3 of the Fact Sheet.

Project Cost Support Team (PCST):

The concept of the PCST was first used for the CCWG on ICANN's Accountability where funds were allotted to the effort. The effort will be replicated here which is a first for the GNSO. Members of the PCST consist of EPDP leadership, Council leadership, ICANN Finance and ICANN Policy staff support. As noted in Cherine's letter, budget responsibilities lie with David Olive who will coordinate with the PCST in review of requests and ultimate approval of expenses.

Publication Frequency:

The Fact Sheet will be published shortly after the close of the prior month. Also note that ICANN Finance will also provide financial reporting that will compliment the Fact Sheet as actual expenses are entered and reconciled in ICANN's finance system.

Key Points to Fact Sheet – version1:

- [EPDP Status](#) is a high-level summary of % Time Elapsed and not that of milestones achieved. This is a time based statistic because the EPDP and community have until 24 May 2019 to accomplish the task. This section also includes a Budget Spent vs. Committed percentage. Committed means that agreements for spend have set in motion, such supported travel or contracts signed with vendors.
- [Section I Meeting Stats](#) is a summary of meeting/conference call hours spent activity.
- [Section II Financial Resources](#) is a break out of budgeted vs. committed vs. actual expense. It is divided between professional services and travel. This first version is intended to show a baseline of the entire budget without any expenses. As noted above, the total amount is \$590,000. However, given the urgency to prepare for the LA face to face, \$87,000 shows as committed.
- [Section III Milestones](#) is a high-level summary of milestones accomplished by phase including weighting. The EPDP is really broke down into three primary deliverables: Triage Report, Initial Report, and Final Report. Note, that this current version omits milestones relating to the issue of access as per the charter, the primary deliverables must be delivered to meet the 24 May 2019 expiration of the Temporary Specification
- [Page 2](#) is a detailed breakout of budget line items related to professional services. While there are funds committed to training, telecom, and mediation, the commitments and any actuals will not appear until the September 2018 version of the Fact Sheet.
- [Page 3](#) is a detailed breakout of budget line items related to travel support. As noted above, \$87K has been committed in support of the LA face to face. Any actuals and the committed funds for Barcelona, ICANN63 will appear in the September version.