



APTLD

**Draft Business Plan
2006**

1. Introduction

This document is the first draft Business Plan for APTLD, the Asia Pacific Top Level Domains Association.

It provides a brief list of the key objectives and work for APTLD Members and Secretariat in 2006, and explains how these relate to the objectives of the Association.

APTLD's Objectives are as follows:

(A) To promote skills development and information exchange related to Internet domain names amongst members

(B) To provide a forum to discuss policy matters affecting Internet domain name related entities

(C) To act as an interface with Internet coordination bodies and other bodies involved in the Internet domain name operation

These objectives form the basis of APTLD's strategy, and so are used as the headings of the three key major sections of the Business Plan, set out below. The fourth section looks at organisational support, including the expenses of the Secretariat, General Manager and so on.

The fifth section of the Business Plan provides a summary budget, including actual outcomes to date (28 September 2005) for the 2005 Financials, and a proposed 2006 Budget that consolidates the individual items listed in the three sections on specific areas of the Association's activities.

As a first draft document, this Business Plan is not definitive. I encourage you each to read it, and to bring suggestions for additions and changes to the Board or Secretariat.

Peter Dengate Thrush
Chair, APTLD

2. Objective A – Promote Skills Development and Information Exchange

Activity	2005 Budget	2005 Projected	2006 Draft Budget
APTLD Technical Workshops	5,000	3,000	2,500
Technical Outreach (GM)	-	-	5,000
ccTLD Training School	-	-	-
Tech Forum	-	-	-
TOTAL EXPENDITURE			

APTLD Technical Workshops

This budget line provides for APTLD technical training, which members and invited observers gain access to at APTLD meetings. The funding for 2005 included the technical workshop at the AGM in Kyoto. A smaller provision is proposed for 2006, as some of this work will be done by the General Manager.

Technical Outreach – GM

Provision for the General Manager's travel. The total budget is \$15,000 and the arbitrary allocation, for budget purposes, is 1/3 to technical and skills development, and 2/3 to policy and membership outreach.

ccTLD Training School

If APTLD decides to establish a ccTLD training school (discussed during the course of this meeting) then some budget provision will need to be made.

Tech Forum

No separate budget required for the operation of this email list, designed to allow APTLD members' technical staff to share information and suggestions on how to resolve common problems.

3. Objective B – Forum for Policy Discussion

Activity	2005 Budget	2005 Projected	2006 Draft Budget
APTLD Meetings	26,000	22,000	20,000
Policy & Membership Outreach (GM)	-	-	10,000
Sponsorship Programme	20,000	3,000	10,000
TOTAL EXPENDITURE	46,000	25,000	40,000

APTLD Meetings

This budget line provides for the hosting of APTLD Members and Board meetings, the main forum for policy discussion and debate in APTLD.

It includes Secretariat travel to service meetings, any technical requirements, and hosting costs which cannot be met by the support and sponsorship of local hosts. For 2005 we have been generously supported by SGNIC and by our hosts in Jordan, which will result in an underspend on the budget. For 2006, the budget amount is reduced to provide savings for the General Manager position.

Policy & Membership Outreach – GM

Provision for the General Manager's travel. The total budget is \$15,000 and the arbitrary allocation, for budget purposes, is 1/3 to technical and skills development, and 2/3 to policy and membership outreach.

Sponsorship Programme

This budget line is for the sponsorship programme, designed to bring potential members to APTLD functions, and which has always ended up well under budget. The proposal for 2006 is to reduce this item by half, to provide part of the \$15,000 budget reallocation required to fund the new General Manager. It is anticipated that the GM's work will prove to be a better use of such funds in outreach activities, than necessarily bringing prospective members to APTLD meetings.

4. Objective C – Interface with Internet Coordination Bodies

Activity	2005 Budget	2005 Projected	2006 Draft Budget
WSIS Engagement	-	-	-
ccNSO Regional Organisation	-	-	-
Cooperation with CENTR	-	-	-
Cooperation with other related orgs	-	-	-
TOTAL EXPENDITURE	-	-	-

WSIS Engagement

APTLD has become an Accredited NGO in the WSIS process, and made a submission to the WGIG. This records that activity, but no financial commitments have been made; nor are any expected.

ccNSO Regional Organisation

APTLD has become a Regional Organisation under the ccNSO, and has helped with outreach to Asia Pacific ccTLDs outside the AP area in the course of the ccNSO's recent Policy Development Process to develop changes to the ccNSO Bylaws. This records that activity, but no financial commitments have been made; nor are any expected.

Cooperation with CENTR

Secretariat Staff will meet with CENTR staff in Brussels to discuss cooperation after the Amman meeting. There is already a formal relationship in place, but financial commitments are not made (apart from some small travel expense this year) and none are expected.

Cooperation with other related organisations

As applicable, APTLD will cooperate and work with other organisations to defend and achieve our policy positions. No specific budget is allocated to this work.

5. Organisational Support

Activity	2005 Budget	2005 Projected	2006 Draft Budget
Secretariat Costs	15,000	15,000	15,000
General Manager Costs	-	5,000	50,000
Administration	5,000	4,000	8,000
Audit	1,500	1,500	1,500
Constitutional Committee	1,000	500	1,000
TOTAL EXPENDITURE	22,500	26,000	75,500

Secretariat Costs

This is a fixed cost for provision of Secretariat Services, currently by InternetNZ. This cost cannot be varied through to 31 December 2006, which is the end of the two-year term for the current Secretariat.

General Manager Costs

This line is the direct cost of employing a General Manager. Budget provision is at the maximum salary level agreed as possible by the Members.

Administration

This is a provision for all administrative works of the Secretariat. For 2006, it includes a provision for the overhead expenses of the General Manager, as there is no requirement for the GM to be co-located with the Secretariat. If the GM is co-located, this item could be reduced back to the 2005 level, or potentially at a lower level.

Audit

This is provision for the external auditing of APTLD's financials, based on historic cost of previous audits.

Constitutional Committee

This is a provision for the Constitutional Committee to pay for any legal advice or professional services which may be needed in the ongoing development of APTLD's structure.

6. 2006 Draft Budget

	2005 Budget	2005 Projected	2006 Draft Budget
INCOME			
Interest	1,000	1,200	1,000
Membership Fees	76,400	68,000	106,960
Sponsorship	500	0	0
TOTAL INCOME	77,900	69,200	107,960
EXPENDITURE			
Secretariat Costs	15,000	15,000	15,000
General Manager Costs	-	5,000	50,000
Administration	5,000	4,000	8,000
Audit	1,500	1,500	1,500
Other	600	400	400
Constitutional Committee	1,000	500	1,000
Audit Committee	1,500	1,500	1,500
Technical Committee	5,000	3,000	2,500
Technical Outreach (GM)	-	-	5,000
Policy & Membership Outreach (GM)	-	-	10,000
Sponsorship Programme	20,000	3,000	10,000
APTLD Meetings	26,000	22,000	20,000
TOTAL EXPENDITURE	75,600	55,900	124,900
SURPLUS/(DEFICIT)	2,300	13,300	(16,940)
Opening Balance: 1 JAN	109,699.06	109,699.06	122,999.06
Closing Balance: 31 DEC	111,999.06	122,999.06	106,059.06

Members should note that this draft budget has been prepared on the basis of the decisions made at APTLD Singapore in July 2005, particularly an average membership fee increase of 40% for the 2006 Financial Year, to fund the new GM position.