DotAsia Board / Governance / Policy Document:		Doc ID:	BCC-002

DotAsia Sponsor Community Projects (SCP) Process

Current Version:	https://dot.asia/BCC-002/				
Archive URL:	https://dot.asia/policies/BCC-002-DotAsiaSCPprocess-v-1-1-20210331.pdf				
Board Resolution:	2021.03.004	Approved:	2021.03.31	Effective:	2021.03.31
Maintainer:	Board Community-Projects Committee (BCC)	Status:	COMPLETE	Version:	1.1

1. Background

DotAsia is committed to its mandate of promoting Internet development and adoption in Asia Pacific. To dedicate a portion of the proceeds from .ASIA domain registry operations directly for community projects, the SCP process was put in place and structured to foster partnership with Sponsor Members of DotAsia. This document describes the process for the application of funds for SCPs.

2. SCP Funds

SCP Funds are accrued for each regular .ASIA domain registration and renewal (i.e. promotional registrations not included) for which the associated Registrant corresponds with a DotAsia Sponsor Member cc-locality. Available SCP funds are reported annually (end of year on Dec 31). The annual report is available upon request by Sponsor Members.

3. Eligibility

SCP proposals must be sponsored by a DotAsia Sponsor Member. Sponsor Members should also be prepared to assist in the coordination of the SCP locally. DotAsia being a not-for-profit organization, DotAsia Sponsor Members must not be recipients of SCP funds. SCP funds can only be expended by grant recipients for specific expenses directly related to the proposed SCP. SCP funds recipients cannot apply SCP funds to overhead or administrative expenses, or to expenses incurred prior to the confirmation of an SCP Proposal by DotAsia (for instance in the process of preparing an SCP Proposal for submission).

SCPs must be meaningful projects consistent with the nature of DotAsia as a charitable organization in Hong Kong (see: https://www.ird.gov.hk/eng/pdf/tax_guide_for_charities.pdf, especially refer to Appendix 1) and contributing towards socio-technological advancement in the Sponsor Community. SCPs should align with the DotAsia Core Values & Core Competence Framework (https://dot.asia/BCC-001/) which expresses the DotAsia Vision and Mission in an operational framework:

The Vision of DotAsia is to create a globally visible domain that embodies the successful, cooperative atmosphere established within the Pan-Asia and Asia-Pacific Internet community to accelerate the overall growth of the region.

The Mission of DotAsia is:
- To sponsor, establish and operate a regional Internet namespace with global recognition and regional significance, dedicated to the needs of the Pan-Asia and Asia-Pacific Internet community;
- To reinvest surpluses in socio-technological advancement initiatives relevant to the Pan-Asia and Asia-Pacific Internet community; and,
- To operate a viable not-for-profit initiative that is a technically advanced, world-class TLD registry for the Pan-Asia and Asia-Pacific community.

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One (or more) .ASIA domain name(s) must be prominently utilized for every SCP. For example, a .ASIA domain name can be used as the name of the project, or can be used as a blog or a repository of progress reports or end products. Given limited staff resources and the involvement of DotAsia in the implementation of SCPs, projects will be prioritized. SCPs that can become self-sustainable as ongoing projects (i.e. with lasting value) and/or able to leverage additional / matching funds from the Sponsor Member (or other parties) will be given a priority.

4. Alignment with DotAsia Core Values & Core Competence Framework

The following criteria will be used to assess the SCP proposal's alignment with the DotAsia Core Values & Core Competence Framework:

Core Values	
Asia at Heart	Does the project contribute to the overall Asia Pacific community to foster an "Asia" identity and solidarity?
Community Driven	How does the project relate to the Asia Pacific Internet community?
Economically Successful	Will the project be sustainable economically and through what means?
Core Competence	
Relationships & Networks	How will the DotAsia team be involved in the project (to enhance & expand DotAsia's relationship with the community)?
Positioning & Communications	Will the project be promoted through multiple channels? How will the .ASIA domain name be featured?
Pioneering Innovations	Does the project promote or develop social, technical or other innovations?

To initiate an SCP Proposal, please complete and return the DotAsia Sponsor Community Project (SCP) Proposal Form by email to: scpsubmission@dot.asia or fill in the SCP form online at https://scpsubmission.dot.asia

DotAsia Sponsor Community Project (SCP) Proposal Form

Sponsor Member Information:

Organization Name:		ccTLD:	
Address:			
Telephone:			Please include the country and area codes.
Contact Person:		Phone:	
Contact Email:		Mobile:	
Other Messaging Contacts:			Please indicate platform (e.g. Whatsapp / FB Messenger, Skype, Signal, Telegram, etc.)

Grant Recipient Information:

Project Name:		
Grant Recipient Organization:		

Nature of Organization: (mark with "x")		Commercial Company		Government / Government-owned agency
		Not-for-profit organization / association / incorporation / society		Academic / Research Institute
				Other:

Address:			
Telephone:			Please include the country and area codes.
Contact Person:		Phone:	
Contact Email:		Mobile:	
Other Messaging Contacts:			Please indicate platform (e.g. Whatsapp / FB Messenger, Skype, Signal, Telegram, etc.)
Website:			

Please provide a brief description of the organization / initiative:

Community Project Information:

Name / Title of Project:

Intended .ASIA domain name(s) to be used for the Project:

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Community Project Information:

Nature of Project (mark with "x"):

	Digital Inclusion		Open Knowledge		Internet community in general
	Education Advancement		Research & Development		Other (Please Specify):
	Scholarship		Disaster Relief & Rebuild		

Target Benefactors:	

Additional / Matching Funds for Project:		Available	Not Available	Amount: US$	

Organization(s) providing Additional / Matching Funds:	

Amount of Funds Requested: **US$**

Total Budget for Project: **US$**

Community Project Proposal:

Objectives of Project (what the project is expected to achieve):

Description of Project:

Measures of Project (what are the measures of considering the project as successful):

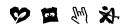Schedule of Project (including schedule of budget and funds requested)::

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Alignment with the DotAsia Core Values & Core Competence Framework:

Does the project contribute to the overall Asia Pacific community to foster an "Asia" identity and solidarity?

How does the project relate to the Asia Pacific Internet community?

Will the project be sustainable economically and through what means?

How will the DotAsia team be involved in the project (to enhance & expand DotAsia's relationship with the community)?

Will the project be promoted through multiple channels? How will the .ASIA domain name be featured?

Does the project promote or develop social, technical or other innovations?

Authorization:

BY SIGNING BELOW, THIS PROPOSAL SHALL BE DEEMED AN EXPRESS REPRESENTATION, WARRANTY, AND CERTIFICATION BY THE APPLICANT THAT:

• The applicant is a Sponsor Member of the DotAsia Organisation Ltd., and understands the rights and obligations of the DotAsia membership briefing (http://www.registry.asia/membershipdocs/DotAsia-Membership-Briefing--v-1-2.pdf);

• The applicant has read and understands the SCP Funds Provision Process;

• All information and representations provided by the applicant to DotAsia, including all information and representations set forth in the Proposal, are current, complete, reliable, and accurate;

• The applicant will update its Proposal in the event that it discovers any errors or that material changes occur affecting the completeness, reliability or accuracy of information contained in the Proposal;

• The applicant is able to deliver the services and products as specified in the Proposal; and,

• The entire amount of requested funds will be dedicated to the described project, and that the project will be beneficial to the Internet community in Asia.

Authorized By:			Position:	
Organization Name:				
Signature			Date	
X				(DD/MM/YYYY)

5. Evaluation Process

SCP Applicants should expect the evaluation and processing cycle roughly as follows:

1. Pre-submission coordination with DotAsia team
2. SCP Proposals processed by DotAsia staff for completeness   (~1-2 weeks)
3. Board Community-Project Committee (BCC) consideration   (~1 month)
4. Board Finance Committee (BFC) consideration
5. Funding recommendation circulated to Advisory Council (AC) for considerations   (~1 month)
6. Funding considered and approved by DotAsia Board

The processing time is affected by Board, Board Committee, AC availabilities and other meeting schedules. As such, DotAsia cannot provide a guaranteed time for completing the process.