



# **Africa Top Level Domains Organization (AFTLD)**

## **AFTLD FELLOWSHIP POLICY FOR SUB-REGIONAL CAPACITY BUILDING WORKSHOPS**

## **Background**

AFTLD (Africa Top Level Domains Organization) is a membership-based, not-for-profit organization that serves ccTLD (country-code Top Level Domain) registries in Africa region.

AFTLD operates as the forum of information exchange regarding technological and operational issues of domain name registries in Africa region. As an interface to other international Internet coordinating bodies, AFTLD fosters and elevates participation of African ccTLDs in these global fora, as well as acts in the best interest of AFTLD members in global Internet policy making process.

The AFTLD community holds its meetings twice a year for information and best practices sharing, training and networking purposes, with the Annual General Meeting held in the alongside the Africa Internet Summit. In addition, AFTLD members voluntarily engage in sub-regional capacity-building workshops with a specific focus on cctlds from a respective subregion and open for other cctlds in Africa.

To broaden the engagement with the African ccTLD community and enrich its expertise, AFTLD offers up to 30 (thirty) Fellowships per annum to its members to participate in sub-regional capacity-building workshops

## **Purpose**

The Fellowship is awarded to:

- a) Complement and promote the AFTLD's capacity building efforts
- b) Promote greater understanding of, and participation in, the AFTLD community's activities
- c) Ensure an opportunity for AFTLD members to network with the community in a respective subregion

## **Eligibility**

- a) Fellowship is awarded to those AFTLD ordinary members who represent ccTLD registries with no more than 50,000 registrations.
- b) Fellowship is awarded based on competition. To qualify for the Fellowship, applicants must submit:
  - A short bio note (no more than 300 words);
  - A recommendation from the employer;
  - A rationale for his/her participation in the Workshop (up to 300 words), including:
    - interest and involvement in a ccTLD's operation;
    - professional achievements and successes;
    - expected outcomes and how the Fellowship will help him/her develop professional skills and promote professional growth
  - A successful fellow must submit, upon the conclusion of the meeting, his/her written testimony (approximately 500 words) on the feedback and areas of learning to be posted by AFTLD on the AFTLD website,

(d) To qualify for the Fellowship the applicant should demonstrate a sufficient degree of proficiency in the English/French language. General Manager and the meetings working group may set up a conference call with an applicant to test his/her level of command of the English/French language. The findings of the test should be reported to the Board to make an informed decision on the applicant's eligibility for the Fellowship.

### **Transportation**

- a) All airfare is economy class return and should not be in excess of a lowest refundable fare available on an on-line booking site.
- b) Travel is booked and prepaid by AFTLD, while the Fellow must apply for visas if necessary well in advance of the Meeting.

### **Accommodation**

AFTLD does not offer any accommodation and/or refund therefor. A selected Fellow(s) is (are) encourage to seek other opportunities to arrange accommodation for the length of the workshop.

### **Allowances**

AFTLD does not offer any allowances, whether per diem or otherwise.

### **Personal Safety and Health**

- a) Fellows are responsible for obtaining and covering the cost of any and all insurance, including but not limited to travel insurance. AFTLD does not refund insurance costs
- b) Claim processing against such insurance (including any costs involved) is the Fellow's responsibility.

### **Cost of Material Preparation**

AFTLD does not refund any costs the selected Fellow has incurred in preparing for the presentation material for participation in the Program.

### **Selection Process**

- (a) The selection process is carried out by the General Manager and the meetings working group of AFTLD, with call for applications advertised using the AFTLD members list and via the AFTLD website approximately 3 months prior to the Workshop.
- (b) General Manager and the Meetings Working Group assesses all the applications against the list of established eligibility and selection criteria, and submits a short list of applicants to the Board to make the final selection.
- (c) The Board decides with a view to providing opportunities to ccTLDs representatives from respective sub-regions within Africa.

- (d) Successful Fellow(s) is/are advised individually by the General Manager. The nominations and the Board's decision are advertised via the AFTLD website.

**Unavailability of Fellow**

A successful fellow, who is unavailable for the Meeting, must immediately notify the General Manager as soon as possible for the latter to arrange for the replacement by another eligible fellow. A successful fellow who is unavailable for the meeting will not have any priority over other applicants in a subsequent round of the Program.

**Other Provisions**

A successful fellow may not apply for this and any other AFTLD fellowship again in the same and the next calendar year.





