

# NYU CSAW'21

## Policy Competition Rules & Guidelines

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# 1 Competition Overview

### 1.1 Description

The [NYU Center for Global Affairs](#) and the [NYU Center for Cybersecurity](#) are proud to present the CSAW'21 Policy Competition. CSAW is the most comprehensive student-run cybersecurity event in the world, featuring international competitions, workshops, and industry events. The Policy Competition encourages students, academics, and professionals to challenge the status quo and impact the cyber-policy industry by presenting their ideas to leaders within the field. Students from various educational backgrounds who are interested in the nexus of policy and emerging technological issues are invited to think critically about major cybersecurity policy issues affecting society.

### 1.2 Topics

In 2021, the Policy Competition will focus on two topics:

#### Topic 1: Ransomware

Sub-topic A: Attacks on Critical Infrastructure

Sub-topic B: Payment Policies for Ransomware Attacks

#### Topic 2: Cyber Attributions

Sub-topic A: Public Sector Attributions

Sub-topic B: Private Sector Attributions

Background papers that outline the parameters of each topic and sub-topic will be posted on [csaw.io/policy](https://csaw.io/policy) on 2 September 2021. It is expected that teams will follow all instructions and parameters on the background papers to guide research and inform the contents of their policy briefs and presentations.

### 1.3 Competition Eligibility

- Competitors must be students enrolled in an undergraduate or graduate degree program as of 6 September 2021.
- Students may attend any accredited university from around the world.
- Students are not required to be part of the same institution, program, or educational field to participate. Interdisciplinary collaboration is encouraged.
- Teams of two (2) or three (3) students are required.
- Students will be required to submit enrollment documentation to confirm their student status before being confirmed for the Semifinal round.

### 1.4 Policy Competition Webpage

The Policy Competition webpage can be accessed here: [csaw.io/policy](https://csaw.io/policy)

### 1.5 Contact the Organizers

The Policy Competition Committee is organized by students at New York University, and advised by Dr. Pano Yannakogeorgos at the NYU Center for Global Affairs.

Please direct your inquiries to [csaw-policy@nyu.edu](mailto:csaw-policy@nyu.edu).

## 2 Competition Requirements & Important Dates

The Policy Competition occurs over 3 rounds, from mid- September through early November 2021. Requirements and deadlines for each round are detailed below.

### 2.1 Timeline

All times are listed in Eastern Time. Please find a timezone converter [here](#).

<b>23 July 2021</b>	Policy brief and presentation rubrics posted
<b>2 September</b>	Background papers posted
<b>27 September 2021</b>	Team registration deadline extension
<b>30 September 2021, 23:59</b>	Presentation scheduling deadline & Team Number distributed to registered teams

<b>3 October 2021, 23:59</b>	Policy brief submission deadline
<b>4 October 2021, 23:59</b>	Presentation deck submission deadline
<b>5 October - 9 October 2021</b>	Qualification round presentations
<b>15 October 2021</b>	Semifinal round notification with presentation and brief scores
<b>22 October 2021</b>	Semifinal round presentation scheduling completed
<b>8 November 2021, 23:59</b>	Semifinal round updated policy brief submission deadline
<b>8 November 2021, 23:59</b>	Semifinal round updated presentation deck submission deadline
<b>10 November 2021</b> , to be scheduled	Semifinal round presentations (virtual)
<b>10 November 2021, 20:00</b>	Final round notification & presentation scheduling
<b>12 November 2021, 07:00</b>	Final round updated presentation deck submission deadline
<b>12 November 2021</b> , to be scheduled	Final round presentations (virtual)
<b>12 November 2021</b> , to be scheduled	Policy Competition award ceremony (virtual)

## 2.2 Qualification Round Competition

The Qualification round of the competition has five (5) required components:

### ☐ Team Registration

- Registration Deadline: Extended until 27 September 2021, 23:59 PM EDT
- Policy Registration form [here](#)
- There is no registration fee
- By 28 September, teams will be provided with a “team number” to be included in all submissions for the competition. See [section 7](#).

### ☐ Presentation Scheduling with Organizing Committee

- Starting 28 September, the Policy committee will email registered teams to schedule Qualification round presentations.
- Scheduling Deadline: teams must be scheduled by Thursday, 30 September 2021

☐ **Policy Brief Submission**

- Submission Deadline: Sunday, 3 October 2021, 23:59 PM EDT
- Please see [section 5](#) for policy brief guidelines.

☐ **Presentation Slide Deck**

- Submission Deadline: Monday, 4 October 2021, 23:59 PM EDT
- The presentation deck that teams will use during their virtual presentation must be submitted in advance so that all teams have equal time to prepare the brief and the presentation.

☐ **Virtual Presentation**

- Presentations are expected to occur from 5 October - 9 October 2021
- Depending on the number of submissions, presentations may be extended until 13 October.
- Please see [section 6](#) for presentation guidelines.

## 2.3 Semifinal Round Competition

### 2.3.2 Semifinalist Determination & Notification

- Teams participating in the Qualification Round will be scored according to the grading rubrics established for the competition.
  - Please see [section 5.5](#) and [section 6.2.3](#) for the grading rubrics.
  - Scores will be provided back to teams advancing to the Semifinal round as well as to non-advancing teams.
- The top ten (10) teams with the highest overall scores will be selected to participate in the Semifinal round competition.
- Team Notification: by Friday, 15 October 2021

All teams will be notified as to whether they have advanced to the Semifinal round by 15 October 2021, via email. Students will be required to submit enrollment documentation to confirm their student status before being confirmed for the Semifinal round.

### 2.3.3 Semifinal Round Date & Location

- Wednesday, 10 November 2021
- Virtual presentations on the CSAW platform

We anticipate that the Semifinal round will take place on Wednesday, 10 November, on the first day of the CSAW'21 Cybersecurity Games & Conference.

### 2.3.4 Semifinal Round Requirements

The Semifinal round of the competition has three (3) required components:

☐ **Updated Policy Brief**

- Submission Deadline: Tuesday, 8 November 2021, 23:59 PM EST
- The Updated Policy Brief should follow the same guidelines as the Qualification Round brief ([see section 5](#)).

☐ **Updated Presentation Deck**

- Submission Deadline: 8 November 2021, 23:59 PM EST
- See [section 6.2.1](#) for formatting guidelines

☐ **Semifinal live virtual presentation**

- Thursday, 10 November 2021, to be scheduled in advance by 22 October
- See [section 6.2](#) for Semifinal round presentation rules and format

## 2.4 Final Round Competition

### 2.4.1 Finalist Determination & Notification

- Teams participating in the Semifinal Round will be scored according to the grading rubrics established for the competition.
  - See [section 6.2.3](#) for more information about the grading rubrics.
- The five (5) Semifinalist teams with the highest scores will be selected to move on to Finals.
- All teams will be notified of their status and whether they will advance to Finals by 20:00 EST on Wednesday 10 November.

### 2.4.2 Final Round Requirements

The Final round of the competition has two (2) required components:

☐ **Final live virtual presentation**

- Friday, 12 November 2021
- See [section 6.3](#) for Final presentation rules and format

☐ **Updated presentation deck**

- Submission Deadline: 12 November 2021, 07:00 AM EST
- See [section 6.3.1](#) for formatting guidelines
- Content updates are optional. Teams can use the same deck used during the Semi-final round, or submit an updated version.

## 3 Prizes

Prizes will be awarded as follows, and distributed beginning in late November 2021:

First Place Team: US\$ 1,000  
Second Place Team: US\$ 750  
Third Place Team: US\$ 500

## 4 Disclosure of Entry Distribution

In addition to being shared with judges, policy briefs and recorded presentations may be shared with CSAW conference attendees, sponsors, or other interested parties. Winning entries may be used as examples for future competitors.

## 5 Policy Brief Guidelines

These guidelines are applicable to both the Qualification Round and Semifinal Round Policy Brief.

### 5.1 Policy Brief Overview

A policy brief is a concise summary of a particular issue and provides policy recommendations on how to best handle the problem. Its purpose is to make research findings understandable to various audiences, most frequently stakeholders and other policymakers in government. For this reason, policy briefs are generally aimed at government policymakers and those who influence or formulate policy.

### 5.2 Topics

Policy briefs must focus on cybersecurity aspects of one (1) of the following topics and sub-topics:

#### Topic 1: Ransomware

Sub-topic A: Attacks on Critical Infrastructure

Sub-topic B: Payment Policies for Ransomware Attacks

#### Topic 2: Cyber Attributions

Sub-topic A: Public Sector Attributions

Sub-topic B: Private Sector Attributions

Background papers that outline the parameters of each topic and sub-topic will be posted on [csaw.io/policy](https://csaw.io/policy) on 2 September 2021. It is expected that teams will follow all instructions and parameters on the background papers to guide research and inform the contents of their policy briefs and presentations.

### 5.3 Formatting Guidelines

- 2 pages maximum
- Arial
- Size 12-font
- Single Spaced
- 1-inch margins
- Chicago Style, 16<sup>th</sup> Edition citations
- Submitted as a PDF

### 5.4 Policy Brief Organization

Please follow this guidance when organizing your policy brief.

#### 5.4.1 Executive Summary including header

The Executive Summary is typically one paragraph, and provides an overview of the problem and proposed policy action.

Executive Summary Header Sample:

**To:** Amb. Atul Keshap, Assistant Secretary of State for East Asian and Pacific Affairs, US Department of State

**CC:** Antony Blinken, Secretary of State; David Hale, Under Secretary of State for Political Affairs, US Department of State

**From:** Cybersecurity Team 1 [your Team Number]

**Subject:** Policy proposals addressing territorial issues of the South China Sea

#### 5.4.2 Scope of the problem

- Identifying audience
  - These are senior-level decision makers who can take actionable steps to your policy. Their names should be included in the header's "To" and "CC" sections.
- Background on the issue at hand
  - Teams have the freedom to decide which aspect they would like to focus on, but must address a particular aspect of a sub-topic that is included in the background paper.
  - Policy briefs should clearly define the problem
- Identifying key stakeholders across national, international, private, and academic sectors

#### 5.4.3 Policy Recommendations

- Recommendations / solutions
- Timeline of proposal
- Impact



- Feasibility
  - Legal & Political
- Potential setbacks you anticipate with your proposal
- Funding information
- Alternative viewpoints
- Conclusions

#### **5.4.4 Bibliography**

- Chicago Style, 16<sup>th</sup> Edition citations
- The bibliography will not be counted as part of your page count (2 pages maximum)
- All sources must be credible and include a combination of media publications, trade publications, cybersecurity industry threat reports, academic publications, law reviews, etc.
- Policy briefs usually have 7 to 10 sources to support their claims.

### **5.5 Policy Brief Rubric**

The policy brief grading rubrics are linked here (updated 22 July):

[Qualification Round Brief Rubric](#)

[Semifinal Round Brief Rubric](#)

### **5.6 Policy Brief Submissions**

Policy Briefs should be submitted via this [Google Form](#) using the naming convention described in [section 7](#). Should you have issues accessing the Google Form, which will require that someone on your team has a Google account, you may email your presentation to [csaw-policy@nyu.edu](mailto:csaw-policy@nyu.edu).

## **6 Presentation Guidelines**

### **6.1 Qualification Round (QR) Presentation**

#### **6.1.1 QR Presentation Slide Deck Submissions**

- Presentation decks should be submitted to the Committee as a PowerPoint document
- Other presentation formats, such as Prezi, PDFs, etc., are not permitted
- Presentations should be submitted via this [Google Form](#) using the naming convention described in [section 7](#). Should you have issues accessing the Google Form, which will require that someone on your team has a Google account, you may email your presentation to [csaw-policy@nyu.edu](mailto:csaw-policy@nyu.edu).

### 6.1.2 QR Presentation Format & Guidelines

- Each team will have 10 minutes to present to a small committee of judges.
- This is an opportunity for teams to explain and present their policy to the Committee.
- All team members **must be present** during the virtual presentation
- Policy presentations should be addressed to the team's intended audience.
  - The audience is the specific senior-level decision makers who can take actionable steps to enact their policy (e.g., the US Secretary of State).
- The presentation should complement the team's written policy brief by providing an in-depth explanation of the vision for their proposal, as well as addressing anticipated questions that may arise from reading their proposal (e.g., legal precedents or lack thereof; current political climate and how that will affect their agenda; relationship with standing institutions and existing initiatives).
- The purpose of this component is to demonstrate the team's presentation skills, professionalism, and ability to explain a complicated issue in a simplified and direct manner within a specific and limited timeframe.
- Following the presentation, teams will have a 5 minute question and answer period with the judges, followed by 5 minutes of verbal feedback.

### 6.1.3 QR Presentation Grading Rubric

[Qualification Round Presentation Rubric](#)

## 6.2 Semifinal (SF) Round Presentation

### 6.2.1 SF Presentation Deck Submission

- Presentation decks should be submitted to the Committee as a PowerPoint document
- Other presentation formats, such as Prezi, PDFs, etc., are not permitted
- Presentations should be submitted via this [Google Form](#) using the naming convention described in [section 7](#). Should you have issues accessing the Google Form, which will require that someone on your team has a Google account, you may email your presentation to [csaw-policy@nyu.edu](mailto:csaw-policy@nyu.edu).

### 6.2.2 SF Presentation Format & Guidelines

- Each team will have 10 minutes to present.
- All team members **must be present** during the Semifinal presentation
- Policy presentations should be addressed to the team's intended audience.
  - The audience is the specific senior-level decision makers who can take actionable steps to enact their policy (e.g., the US Secretary of State).
- To stimulate real-world policy briefs, each team will have 5 minutes to provide their "bottom line up front" before going into the details of their proposal.
- Following the presentation, judges will have 10 minutes for a question and answer period with each team, followed by 10 minutes of private feedback.

### 6.2.3 SF Presentation Rubric

#### [Semifinal Presentation Rubric](#)

## 6.3 Final Round (FR) Presentation

### 6.3.1 FR Presentation Deck Submission

- Presentation decks should be submitted to the Committee as a PowerPoint document
- Other presentation formats, such as Prezi, PDFs, etc., are not permitted
- Presentations should be submitted via this [Google Form](#) using the naming convention described in [section 7](#). Should you have issues accessing the Google Form, which will require that someone on your team has a Google account, you may email your presentation to [csaw-policy@nyu.edu](mailto:csaw-policy@nyu.edu).

### 6.3.2 FR Presentation Format

- Each team will have 15 minutes to present.
- All team members **must be present** during the Final presentation
- Policy presentations should be addressed to the team's intended audience.
  - The audience is the specific senior-level decision makers who can take actionable steps to enact their policy (e.g., the US Secretary of State).
- Following the presentation, judges will have up to 15 minutes for a question and answer period with each team.

### 6.3.3 FR Presentation Rubric

- The presentation grading rubric will be linked here on 30 September 2021.

## 7 Naming Conventions

To maintain anonymity during the grading process, all submission documents must be named using the following naming convention:

**TeamNumber\_TopicSubtopic\_CSAW21\_Brief**  
**TeamNumber\_TopicSubtopic\_CSAW21\_Deck**

e.g. TeamD1\_GlobalCyber NormsProductSecurity\_CSAW21\_Brief

Please do not include team member names in your submissions.

It is helpful, as well, to use your Team Number in the subject of emails sent to [csaw-policy@nyu.edu](mailto:csaw-policy@nyu.edu).

## 8 Workshops

An optional virtual Policy Writing Workshop and Policy Presentation Workshop will be held in late-September following the Registration Deadline. Workshops dates and times will be posted on <https://www.csaw.io/policy> and emailed to all registered teams.

Update: In lieu of a live workshop, teams will be invited to watch an “orientation” video that will discuss policy writing and presentation tips, followed by an opportunity to meet with organizers during live Zoom “office hours.”

## 9 Use of Personal Data

Personal data (ie, name, school, email) that is collected through the registration process is accessible only by the competition organizers and is used for the following purposes:

- Reminding registrants of competition timelines, rules, and updates
- Determining and contacting finalist teams and team members
- Announcing the names of finalist and winning team members on [csaw.io/policy](https://www.csaw.io/policy)
- Examining multi-year participation of teams and individual player
- Determining and reporting total number of teams and total estimated individual participation
- Determining and reporting demographic trends related to participation, such as what countries have the highest number of teams participating
- Sending occasional updates regarding future CSAW events

Aside from announcing finalist and winners’ names, CSAW will not rent, sell, or share personal data with anyone other than the competition organizers.

## 10 Version Updates

**Version 2** reflects an extension on the dates that rubrics will be posted.

**Version 3** contains links to the Brief and Presentation rubrics. Updates have been made to Section 5 and Section 6.

**Version 4** contains updated topics and sub-topics.

**Version 5** contains an update regarding when Team Numbers will be distributed.

**Version 6** contains minor updates to topic and sub-topic descriptions

**Version 7** extends the date that background papers will be posted to 2 September

**Version 8:** Scoring based on rubrics is clarified; the requirement that teams must incorporate feedback into future submissions is eliminated; background papers are posted.

**Version 9:** Registration deadline is extended and an update is made to Section 8 Workshops.

**Version 10:** Schedule updated to reflect that teams will be scheduled for their presentations between 28 - 30 September.