



# Guidelines for side event proposals

## Second High-Level Meeting of the Global Partnership for Effective Development Co-operation

Nairobi, 30 November – 1 December 2016

**Contacts:**

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## **Introduction**

The Government of Kenya will host the second High-Level Meeting (HLM2) of the Global Partnership for Effective Development Co-operation (GPEDC) from 28<sup>th</sup> November – 1<sup>st</sup> December 2016. The Government of Kenya would therefore like to hold a limited number of side events alongside the main plenary sessions.

The Kenya Government, as the host country of the meeting, will facilitate an interactive and inclusive discussion of different perspectives on effective development cooperation by providing a number of spaces for various side events during the two days of the High Level Segment from 30<sup>th</sup> November -1<sup>st</sup> December 2016. The intention is to widen discussion, share examples of both successes and failures related to “how” we deliver development together, and to consider how inclusive, multi-stakeholder partnerships might accelerate implementation of the Sustainable Development Goals and address development challenges in the 2030 era.

### **Who can propose a side event?**

- The invitation is open to all stakeholders worldwide who are interested in contributing to the global conversation on how to make development co-operation more effective. There is no need to be a formal member either of the Steering Committee or of the Global Partnership at large to apply.
- Multi-stakeholder and cross-regional submissions are encouraged in order to ensure a broad spectrum of views.

## **Which topics can be covered by side events?**

### **Side event proposals should address:**

- a) one or more of the four development effectiveness principles (ownership of national development priorities, results, inclusive partnerships, and transparency and mutual accountability). Side events should deepen the discussion on these principles, for example by presenting specific related outcomes achieved so far, analyzing concrete challenges or sharing lessons learned; or
- b) concrete issues related to one or more of the plenary sessions at HLM2<sup>1</sup>; or
- c) progress with country level implementation or a Global Partnership Initiative.

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<sup>1</sup> These are: progress with implementing development effectiveness principles and commitments; achieving and financing the SDGs; learning from south-south and triangular co-operation; the private sector's contribution to sustainable development; economic empowerment of women and youth; leaving no-one behind; innovative and inclusive multi-stakeholder partnerships.



Alternatively, proposals should bring to the table a new perspective, set of evidence (with positive or negative implications), or an idea on how to accelerate the implementation of development effectiveness principles, which has not yet been covered in depth in any other global, multi-stakeholder forum.

All side event proposals should aim to identify relevant linkages between their intended topic and implementation of the 2030 Agenda for Sustainable Development.

### ***What facilities will be available?***

Side events will take place during both days of the High-Level Meeting at the Kenyatta International Convention Centre. Rooms will be provided with a maximum capacity of 100 seats arranged in theatre/auditorium format.

Organizers are highly encouraged to have prior prepared printed materials in advance as the host will not offer any printing facilities/ services.

### ***How can my organization/country organize a side event?***

The exact format for side events will be at the discretion of the organizers/promoters (e.g. workshops, round tables, panel discussions, TED-style talks, etc.), subject to the following conditions:

- Each side event should plan a series of expected outcomes that can contribute to the topics mentioned above;
- Each focus session should be a maximum of one (1) hour;
- The default layout will be traditional theatre (auditorium) seating, with a stage for panelists and a projector provided upon request. The expected language for side events will be English, though organizers may choose to provide interpretation/sign language at their own expense. Any additional resources required will also need to be covered by the organizers of the side event.
- Proposals that do not have full funding will not be approved. Please confirm that you have sufficient funding for your event when you submit your proposal.

Given the focus on inclusiveness for the second High-Level Meeting, priority consideration will be given to proposals that reflect the inclusive nature of the Global Partnership and ensure that the event is jointly organised by a variety of stakeholders and/or will benefit from discussion by more than one type of stakeholder – e.g. from governments, non-governmental organisations, business, youth, women, etc.

Applicants are also strongly encouraged to consider recording and live-streaming their side event (Facilities for these can be arranged on prior request). The use of interpretation (beyond English,



which will be the default language), social media interaction, and sign language is also encouraged. However, the cost of these will have to be met by the organizers of the event.

It is also important to note that side event promoters will be responsible for inviting special guests and speakers who have not already been invited to the High-Level Meeting and for covering any additional costs (such as travel costs for additional speakers, filming, and any other special equipment or material) for the event.

### ***How can my organization/country submit a proposal for a side event?***

Applications from all organizations, countries or individuals are welcome. **Joint proposals submitted by two or more actors, as well as multi-stakeholder coordination and interaction in planning for side events, are highly encouraged.**

Proposals should be submitted by completing the **Side Event Application Form** and e-mailing it to [hlm2sideevents@gmail.com](mailto:hlm2sideevents@gmail.com). Only applications submitted to the above address will be considered.

### ***Deadline for submission of proposals***

All proposals must be submitted on or before **30th July 2016**.

### ***Next steps***

Once the call for side events has been closed, the host will select the highest-quality proposals related to the criteria set out above based on space availability, in consultation with the Global Partnership Co-Chairs and the Joint Support Team.

The Government of Kenya will contact all applicants to inform them of the result of their application and to discuss further logistical and substantive information about their side event. The list of selected side events will then be published on the host HLM2 website and High-Level Meeting section of the Global Partnership's website.

### ***Additional questions?***

E-mail: [hlm2sideevents@gmail.com](mailto:hlm2sideevents@gmail.com)

