CALL FOR PROPOSALS FOR SIDE EVENTS
11th ASIA-PACIFIC FORUM ON SUSTAINABLE DEVELOPMENT
20 – 23 February 2024, Bangkok

“Reinforcing the 2030 Agenda for Sustainable Development and eradicating poverty in times of multiple crises: The effective delivery of sustainable, resilient and innovative solutions in Asia and the Pacific”

Background

The Asia-Pacific Forum on Sustainable Development (APFSD) is an annual, inclusive intergovernmental forum to support follow-up and review of progress on the 2030 Agenda for Sustainable Development and the Sustainable Development Goals (SDGs) at the regional level, while serving as a regional preparatory meeting to the High-Level Political Forum (HLPF). The Forum provides a regional perspective on the implementation of the 2030 Agenda for Sustainable Development by identifying regional trends and sharing best practices and lessons learned.

The 11th APFSD will be organised from 20-23 February 2024 under the theme “Reinforcing the 2030 Agenda for Sustainable Development and eradicating poverty in times of multiple crises: The effective delivery of sustainable, resilient and innovative solutions in Asia and the Pacific” in Bangkok, at the United Nations Conference Center (UNCC).

In alignment with the focus of the 2024 HLPF, the Forum will assess progress on the SDGs under review: Goal 1 (No poverty); Goal 2 (Zero hunger); Goal 13 (Climate action); Goal 16 (Peace, justice, and strong institutions) and Goal 17 (Partnership for the Goals). The Forum will also support the presentation of Voluntary National Reviews (VNRs) at the 2024 HLPF.

To complement the programme, the APFSD Secretariat invites member States, major groups and stakeholders, United Nations system entities and other intergovernmental organisations to organize virtual or in-person side events to share their vision, promote ideas, and spark action. Held outside the official programme, side events are expected to deepen the discussion on the theme of the 11th APFSD, on the SDGs under review, and on VNRs.

Practical information

Side events will be held in-person or virtually. Each event will have a maximum duration of 75 minutes and is to be independently organized by the partner organizations. Organizers are requested to hold their event in English or make their own interpretation arrangements. Side events should be open to all APFSD participants. Participants attending side events will not automatically be listed as APFSD participants.

Side events can be structured in a variety of ways, to inspire new ways of thinking, sparking dialogue and discussions among different stakeholders, sharing knowledge, bringing together diverse perspectives, and providing an inclusive platform to share good practices and generate new ideas.

Side event organizers will be fully responsible for all aspects of their events, including developing the concept note, securing speakers, promoting the event, arranging the virtual platforms to be
utilized (in case of virtual events), registration, and any related logistics or costs. Promoting a side event is the responsibility of its organizers.

After the event, organizers are asked to share a summary, presenting the topic of discussion and conclusions. These inputs will be published on the APFSD website.

### Tentative time slots

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### Selection criteria

- Side events should be closely linked to the theme of the 11th APFSD, the SDGs under review, and/or related to VNRs.
- Side event requests should be limited to one per proposing entity. Side events sponsored by or in collaboration with Governments will be prioritized.
- To ensure that many organisations can be involved, side event proposals should involve multiple different partners. One of the organizers should be designated as the lead and communication focal point.
- Side events should be gender-balanced, ensure wide geographic representation and be inclusive for all. The APFSD is a multi-stakeholder platform that values diversity and inclusion of a wide array of stakeholder groups in the discussions. Youth-led side events are also highly encouraged.
- Organizers are encouraged to make the events as interactive as possible, including by allocating sufficient time for discussion with the audience.
- **Only complete applications submitted by the deadline will be considered.**

### Tips for successful applications

- The more dynamic the side event, the higher chances it will be selected.
- Side events focusing on different regions, and multiple groups of stakeholders are encouraged.
- Side events should promote action and forward-looking discussions among stakeholders.
- Side event outcomes should be clear, inspiring, and practical to motivate others.

### Application process

- Use this [online form](#) to submit a proposal. It should provide a detailed description of the side event, including its thematic focus, potential contribution to the APFSD, key questions and
expected outcomes. It should clearly indicate the main organizer of the event and their contacts.

- Indicate a maximum of 2 preferred time slots. Time slots will be assigned by the APFSD Secretariat.
- The deadline for submission is **31 October 2023, at midnight (Bangkok time)**.
- The APFSD Secretariat will be responsible for reviewing all proposals and selecting the events based on the criteria listed above. Organizers will be notified on the acceptance of the proposal no later than mid-December 2023.
- The full schedule of side events will be posted on the [APFSD event page](#) by the end of January 2024.

**Logistics**

- All in-person side events will be held at the United Nations Conference Center (UNCC) in Bangkok, Thailand. The APFSD Secretariat will provide the space and the room for the side event to take place. [Detailed information about logistics arrangements](#) will be provided to side event organisers upon their receipt of confirmation from the Secretariat. Kindly note that a limited number of rooms are available.
- An Information Note for Side Event Organisers including assigned meeting room and standard meeting facilities will be shared in due course. Additional requirements and/or services will be subject to additional charges.
- Virtual side events can be hosted on any virtual event platform and side event organisers will be responsible for planning and organising. Meeting rooms and facilities are not provided.

**Contacts**

All queries regarding side events should be addressed to: [escap-apfsd@un.org](mailto:escap-apfsd@un.org) with copy to [madina.tlenchiyeva@un.org](mailto:madina.tlenchiyeva@un.org). Kindly specify in the subject field: "APFSD 11-Side Events".