

## CALL FOR EVENT PARTNERS

### International Civil Society Week 2017 Suva, Fiji, 4-8 December 2017

#### Our Planet. Our Struggles. Our Future.

#### INTERNATIONAL CIVIL SOCIETY WEEK 2017

Today we live in a world where there are multiple existential threats to our planet and our rights. However, there is also a growing feeling of solidarity among those committed to human rights and social justice, and a greater recognition than ever before that we must come together, organise and take action to build a more equal, just, sustainable and liveable world for everyone. In this context, [CIVICUS](#) and the [Pacific Islands Association of NGOs](#) (PIANGO) have partnered to organise International Civil Society Week 2017 in Suva, Fiji, around the theme “**Our Planet. Our Struggles. Our Future**”.

International Civil Society Week (ICSW) is a key global gathering for civil society and other stakeholders to engage constructively in finding common solutions to global challenges. ICSW utilises a ‘partnered’ approach, in which multiple organisations pool their resources to convene a diverse international group of leaders in civil society issues. [ICSW/2016](#) was a highly successful event that brought together over 800 delegates from more than 100 countries from 24-29 April 2016 for a week-long programme of 48 partner-led events, in addition to the CIVICUS Youth Assembly, CIVICUS World Assembly, ICSW/local events in ten countries across the globe, and numerous side events and networking and cultural activities.

Holding ICSW in Suva, Fiji, highlights the effects of climate change on small islands and provides an ideal forum for civil society to meet and discuss climate and social justice within the framework of Agenda 2030 and the Leave No-one Behind commitment central to its delivery. It affords delegates a unique opportunity to better understand the context of those on the frontlines of climate change, while also bridging local and regional efforts to key intergovernmental and multilateral engagements on climate change, including the UN Oceans Conference in New York and the United Nations Climate Change Conference (COP 23) in Bonn (both co-hosted by Fiji). ICSW 2017 will be held at the University of the South Pacific, a leader on innovation for sustainable development of the Pacific Island Countries.

Given the environmental considerations of holding an international event in Suva, Fiji, organisers will make a contribution towards carbon-offsetting for each delegate in attendance. Additionally, organisers will apply a wide-range of planet friendly conferencing approaches – from locally sourcing food and materials, to ‘going paperless.’ Finally, more than 10 events branded as ICSW/local will take place under the banner of ICSW in diverse regions around the world in the months leading up to ICSW 2017 to broaden global representation and strengthen the voices of civil society from under-represented regions.

**We invite you to use this partnership opportunity and take an active role in this important event!**

## **PARTNERSHIP REQUIREMENTS**

ICSW event partners must align to the theme “**Our Planet. Our Struggles. Our Future**”.

Events should contribute to one of the following programme tracks:

- **Our Planet:** Our planet and its bio-diversity are under threat, and it is often excluded people that face the most severe and unjust consequences. Events in this track will explore how innovation and good practice are vital to realising environmental sustainability, the Paris Climate Agreement and Agenda 2030.
- **Our Struggles:** A global crisis of democracy and a clampdown on people’s rights are affecting the progress of our social justice struggles. Events in this track will explore trends in civic space and political participation.
- **Our Future:** Civil society is organising and responding to the crises facing us in powerful new ways to create the future we want. Events in this track will consider how we can support the next generation leaders and build solidarity across diverse movements, mobilisations and initiatives.

Partner-led events are encouraged to explore these programme tracks using a rights-based approach and applying a ‘gendered’ or intersectional lens. Of particular interest are events that engage a diversity of change agents, including Women Human Rights Defenders, young people, indigenous communities, sexual minorities, lawyers, writers, academics, victims’/survivors’ rights advocates, labourers, etc.

Partner-led events may take the form of workshops, seminars, small conferences or film screenings, among other formats, but should be highly participatory in nature.

All events should adhere to the following event principles:

- **Inclusion:** making sure that people affected by our work are represented in our events
- **Diversity:** bringing together diverse stakeholders to discuss complex problems
- **Equality:** reflecting gender equality and non-discrimination in our panels
- **Participation:** providing space for event attendees to engage in meaningful dialogue
- **Transparency:** sharing our successes and failures so that we contribute to a learning environment
- **Sustainability:** being environmentally conscious and minimising harm to the planet

## PARTNERSHIP CATEGORIES

PARTNERSHIP OPPORTUNITIES	PARTNER REQUIREMENTS	ICSW SUPPORT
<p><b>ICSW 2017</b> event partners will receive dedicated space to host events related to the proposed programme tracks on 5 or 6 December at the University of the South Pacific in Suva, Fiji. ICSW 2017 will engage a minimum of 400 international delegates.</p>	<ul style="list-style-type: none"> <li>• Events must be open to all delegates who wish to take part.</li> <li>• Event partners are expected to promote the event to their respective networks.</li> <li>• Event partners are responsible for paying a partner's event fee, and also covering the costs associated with event speakers' participation in the event (e.g. registration, travel)</li> </ul>	<ul style="list-style-type: none"> <li>• Centralised logistical support centre for onsite requirements, flight and accommodation booking, visa assistance</li> <li>• Centralised multi-lingual website, registration system and communication hub for all internal and external ICSW communication</li> <li>• Dedicated physical space for event, networking, exhibitions and information booths</li> </ul>
<p><b>Youth Assembly</b> event partners will receive dedicated space to host events on 4 December at the University of the South Pacific in Suva, Fiji. The Youth Assembly will engage a global delegation of young people and aim to build connections, and prepare delegates to get the most out of ICSW.</p>	<ul style="list-style-type: none"> <li>• Events must be open to all delegates who wish to take part</li> <li>• Event partners are expected to promote the event to their respective networks</li> <li>• Event partners are responsible for covering the costs associated with event speakers' participation in the event (e.g. registration, travel)</li> </ul>	<ul style="list-style-type: none"> <li>• Centralised logistical support centre for onsite requirements, flight and accommodation booking, visa assistance</li> <li>• Centralised multi-lingual website, registration system and communication hub for all internal and external ICSW communication</li> <li>• Dedicated physical space for event, networking, exhibitions and information booths</li> </ul>
<p><b>ICSW/local</b> event partners from under-represented regions will convene national or regional events in the months leading up to ICSW 2017 (Sep-Nov 2017). ICSW/local events will broaden global representation of ICSW and all events will be featured in ICSW communication platforms/ materials.</p>	<ul style="list-style-type: none"> <li>• ICSW/local event partners are responsible for all logistics related to their event.</li> <li>• ICSW/local event partners are responsible for all logistics pertaining to the participation of representatives in ICSW 2017.</li> </ul>	<ul style="list-style-type: none"> <li>• Centralised multi-lingual website and communication hub to showcase events</li> <li>• Communications support and use of ICSW logo and design materials for increased visibility</li> <li>• Access to event support grants to subsidise event costs and/or to send representation to ICSW 2017 (grants are allocated through a competitive process)</li> <li>• Dedicated space to share key messages at ICSW 2017</li> </ul>
<p><b>Closed side events</b> are often held in the days preceding and/or following ICSW.</p>	<ul style="list-style-type: none"> <li>• Partners are fully responsible for their event's registration system, logistics, marketing and communications.</li> </ul>	<ul style="list-style-type: none"> <li>• Convening advice</li> <li>• Coordination with ICSW team to realise synergies.</li> <li>• Promotion in ICSW programme as a closed event – if needed.</li> </ul>

## PARTNERSHIP BENEFITS

All ICSW event partners will benefit from:

- Siting on Programme Steering Committee and shape the content of an internationally recognised event;
- Leveraging resources and share financial burden of hosting international event with other ICSW partners for bigger impact and reduced financial risk;
- Enhancing visibility through participant engagement (physical and virtual), logo and branding on all marketing materials, and media exposure;
- Outreaching beyond current constituency and engage with civil society (including CIVICUS' and PIANGO's global/regional constituencies), donors, academia and other stakeholders.
- Receiving resources, tools and technical support to ensure your event reflects best practice in participatory event convening.

## PARTNERSHIP APPLICATIONS

To apply for ICSW event partnership, please complete the [online application form](#) before **31 March 2017**.

For more information on International Civil Society Week 2017, please write to us at [icsw@civicus.org](mailto:icsw@civicus.org).