

Hosting a Discussion Forum and accompanying Digital Summit

Global Landscapes Forum Bonn 2018, at the World Conference Center Bonn (WCCB)

Price: EUR 15,000.

* Required

Application guidelines

The GLF Coordination Team is calling for applications to host Discussion Forums (breakout sessions) and accompanying Digital Summits at the Annual GLF conference in Bonn 2018.

Application dates and deadlines:

- Application opens: 13 September
- Application closes: 10 October
- Review process and announcement by: 19 October

About Discussion Forums and accompanying Digital Summits

Discussion Forums work to accelerate action towards sustainable landscapes by expanding and enhancing discussions to a larger audience than ever before. They incorporate a range of voices and opinions, focus at sharing knowledge and challenging conventions, and placing communities and local realities at the center of the conversation. These in-depth discussions, 1.5 hours in length, will engage a captive audience averaging 140 and an online audience via livestream (optional). Sessions should use innovative approaches to host in-depth, interactive discussions, but may take different forms and use varying methods (i.e. workshops - <https://goo.gl/3dRQkc>, modules, highlighting of new research, Dragon's Den, Pecha Kucha presentations, World Cafes, etc.).

Sessions will be selected using these guidelines:

- Topical fit with themes of the event
- Engaging format and discussion oriented outline
- Representation of relevant stakeholders, esp. communities, youth, gender balance
- Concrete commitments of your organization to ensure on-the-ground change

Benefits for session hosts

Session hosts will benefit from a wide range of services and complimentary items:

- Coordination and facilitation support from the GLF Coordination Team;
- A physical space at the GLF Bonn event in the World Conference Center with a captive audience averaging 140 and thousands online;
- Video recording for host's website and outreach
- Audio-visual infrastructure to ensure livestreaming and recording, along with simultaneous translation (Spanish, French) – optional cost;

- Opportunity to inform the event's scope and GLF activities before, after during the conference;
- Digital/print logo acknowledgement on all event communication and website materials;
- Preferred access to GLF media platforms, and social and traditional media, communications and outreach support; and
- 15 complimentary registration passes.

Timeline

The GLF Bonn Conference will take place on 1 – 2 December, 2018

1. Application to Host a Discussion Forum and Accompanying Digital Summits

Check all that apply.

I would like to host a discussion forum and pre-event digital summit (webinar), with a format that seeks inputs and dialogue with participants in the room and online.

I would like to host a discussion forum only, with a format that seeks inputs and dialogue with participants in the room.

2. Name *

Please provide contact information for the person(s) serving as the contact point for this session (for internal use only)

3. Email *

4. Organization *

5. Phone

6. Skype ID

7. Website

8. Which of GLFs five themes does your session best align with? Select all that apply.

Check all that apply.

Rights

Financing sustainable landscapes

Food and livelihoods

Landscape restoration

Measuring progress towards climate and sustainable development goals

Other: _____

9. Which focus areas or topics do you wish to discuss throughout your session's activities/processes? How does your session contribute to the mission of the GLF?

10. How will you foster interactivity along with diverse and equitable representation (particularly via inclusion of community voices and gender diversity)?

11. The GLF seeks to connect communities and facilitate conversations beyond events, accelerating action and contributing to innovative outreach tactics. How does your session contribute to such follow-up activities?

12. Please provide a tentative title and a one paragraph description/summary of your discussion forum

13. Please provide any further details regarding the session host and list any key contributors and partner organizations.

Survey

14. Have you joint GLF events before?

Mark only one.

- Yes** *Skip to question 15.*
 No *Skip to question 16.*

15. How can we improve this year's conference for you

Skip to question 17.

16. Please share your expectations for GLF Bonn

Payment Method

17. Payment Method

- | | |
|-------------------------------------|-----------------------------|
| Part of agreement under GLF Charter | <i>Skip to question 18.</i> |
| Part of special agreement with GLF | <i>Skip to question 20.</i> |
| Use CIFOR Project Code | <i>Skip to question 22.</i> |
| Bank Transfer | <i>Skip to question 25.</i> |

Part of agreement under GLF Charter

18. GLF Contact Person

19. Email

Stop filling out this form

Part of special agreement with GLF

20. GLF Contact Person

21. Email

Stop filling out this form

Use CIFOR Project Code

22. Budget Holder Approval

23. Project Code Number

24. T4

Stop filling out this form

Bank Transfer / Invoice Details.

Please provide details to be put in the invoice

25. Organization Name

26. Organization Address

PIC for Invoice

27. Name

28. Email

29. Direct Phone

30. Skype ID (if any)

31. Other information need to be written in the invoice body or if you want to split the invoice please add how do you want to share it and the contact information