



CALL FOR EXPRESSIONS OF INTEREST (Concurrent Thematic Sessions)

SECTION 1: CONCURRENT THEMATIC SESSION FOR THE NAIROBI SUMMIT

Welcome:

The co-convenors of the Nairobi Summit (Governments of Kenya and Denmark and UNFPA) would like to invite you to submit an expression of interest in organizing a concurrent thematic session during the Nairobi Summit. Please note that there is a limited number of concurrent thematic session slots available.

The sessions should focus on what works, presenting proven solutions and show-casing best practices that have resulted in progress within the thematic areas of the Summit and discussing how these can be scaled up.

The rooms available for the concurrent thematic sessions have a capacity of 200 to 300 participants.

These sessions have to be organized and fully funded by the session proposers. However, the proposers do not have to pay for the venue.

The slots for the sessions will be allocated based on the application submitted to the [International Programme Committee](#). Please see details on the submission of the application and the selection process below.

1. Requirements for expressions of Interest

Expressions of interest must be submitted in English in the format provided below.

Expressions of interest shall be submitted by email on or before 6 September 2019 11:59pm (New York time) to info@nairobisummiticpd.org.

An acknowledgement of receipt will be sent to all applicants. **The acknowledgement of receipt does not constitute an acceptance of the proposal.**

2. Selection process (criteria)

The selection process is based on the following criteria that will be of the sole competency of the organizers. The selected applicants will receive an official confirmation of acceptance.



ELIGIBILITY CRITERIA

The applicant's registration for Nairobi Summit has been accepted before submitting this proposal	Yes	No
The expression of interest was submitted by the deadline	Yes	No
The expression of interest was completed and submitted in English	Yes	No
The expression of interest is the product of a minimum of 2-3 organizations that share a common interest and reflect different geographic zones and constituencies	Yes	No
The expression of interest demonstrates diversity of session speakers including: gender, region, age, race and grassroots/community level representation	Yes	No
The expression of interest demonstrates youth integration in the session plan and speakers	Yes	No
The expression of interest demonstrates a strong linkage with the Nairobi Summit themes (200 words justification)	Yes	No
The expression of interest contains an outline of the session with expected outcome, format, speakers and run of show (300 words)	Yes	No
Applicants have adequate economic resources to cover all expenses (speakers fee, accommodation, etc.)	Yes	No
The expression of interest shows innovative thinking and creativity	Yes	No
The expression of interest demonstrates proven solutions and best practices that have resulted in progress in the Nairobi Summit thematic areas.	Yes	No



EXPRESSION OF INTEREST FORM

1.1. Group of Applicants Identification *(all proposed thematic sessions are to be proposed by at least 2-3 co-sponsoring organizations).*

INFORMATION REQUIRED	
#1 APPLICANT NAME	
ORGANIZATION NAME	
CONTACT DETAILS	Address: Telephone: E-mail:
#2 APPLICANT NAME	
ORGANIZATION NAME	
CONTACT DETAILS	Address: Telephone: E-mail:
#3 APPLICANT NAME	
ORGANIZATION NAME	
CONTACT DETAILS	Address: Telephone: E-mail:

1.2. Contact person information (for the group of applicants)

INFORMATION REQUIRED	
TITLE:	Mr/Ms/Dr/other (delete or complete as appropriate)
NAME:	Surname: Forename(s):
FUNCTION:	
CONTACT DETAILS:	Address: Telephone: Fax: E-mail:



1.3. Description of Proposal

INFORMATION REQUIRED:

Description of partners involved in organization of the session, applicants groups. Provide brief information about organizations and why they are well positioned to organize the session

Name(s) of all partners:

Rationale for the proposed session demonstrating a strong linkage with at least one of the Nairobi Summit themes (200 words):

Documentation of proven solutions and best practices that have resulted in progress in the Nairobi Summit themes (200 words):

Outline of the proposed session with expected outcome, format, speakers and run of show (300 words):