**Call for proposals: Partners-led Sessions at the Third Arab Land Conference**

**Information on Partners-led Sessions**

The Conference includes plenary and high-level sessions, partners-led sessions and technical sessions. Arab Land Initiative’s partners and institutions and organisations active in the land sectors in the region can submit proposals for Partners-Led Sessions.

**What is a Partner-led session?** It is a one-and-a-half-hour event on a specific land-related topic related to the themes of the Conference (see [Conference’s web page](https://arablandinitiative.gltn.net/media/events/the-third-arab-land-conference)). It will be led in terms of content, identification of speakers and facilitation by the submitting organisation(s). Specific time slots for the selected partners-led sessions will be allocated by the organisers in January 2025. A room for the session and simultaneous interpretation (English / French / Arabic) will be made available by the organisers at no cost for the submitting organisation. Sessions will be live-streamed.

**Step-by-step guidance on submission and timelines**

**How does the submission of a proposal for Partner-led events work?** Once you/your organisation has filled in the information requested in the submission form (see Annex 1), the form needs to be sent to unhabitat-arablandinitiative@un.org by the **15th November 2024**. After this, a technical review committee will screen the submissions and inform you on whether the session has been accepted for the Conference. Submissions can be made in **English, French or Arabic.**

***Important:*** *please note that participants involved in the preparation and delivery of Partners-led Sessions are expected to do their own travel, visa and accommodation arrangements and that no sponsorship or payment will be made available by the Conference organizers (unless otherwise explicitly and individually agreed directly with sponsoring organisations).*

**For further information**

For **further information** on the Third Arab Land Conference visit the [Arab Land Initiative website](https://arabstates.gltn.net/) or contact unhabitat-arablandinitiative@un.org.

We look forward to having you at the Third Arab Land Conference!

*The Arab Land Initiative partners*

**ANNEX 1: SUBMISSION OF PROPOSALS FOR PARTNERS-LED SESSIONS**

*Submissions must be made in Word or PDF format and must use the format indicated below. Submissions in English, French and Arabic are accepted.*

**Partners-led Event: submission form**

|  |
| --- |
| **Title** |
| **Proposed title** |  |
| **Key themes and relevance** | *Please describe how the session relates to the key themes of the Conference and how it will contribute to achieving the Conference’s objectives (100 – 150 words max)* |
| **Lead organisation(s)** |
| **Organisation(s) name(s)** |  |
| **Website** |  |
| **Focal point contact information** (for the session) |  |
| **Email of contact person(s)** |  |
| **Phone n. of the contact person** |  |
| **Organisation(s)’ brief** (100 – 150 words) |
| **Key resource persons involved** |
| **Salutation** | **Name**  | **Title** | **organization** | **Role** (Facilitator, presenter, rapporteur, ….) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Description of the content of the session** |
| *Kindly describe the session’s background, topics to be addressed, and the intended objectives (200-600 words)*  |
| **Expected outcomes** |
| *Shortly describe the expected outcomes / what are organisers attempting to achieve with this session ( 100 – 200 words)* |
| **Outline of the agenda** |
| Time | Agenda item | Roles / responsibility | Additional notes |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |