

Call for Papers: Civil Society Program (CSP) ADB's 55th Annual Meeting of the Board of Governors

INTRODUCTION

1. The Asian Development Bank (ADB) will hold its 55th Annual Meeting of the Board of Governors virtually on May 2022 with the theme *Positioning Climate Resilient Green Economy for the Post COVID-19 World*. ADB welcomes the participation of civil society organizations (CSOs) in its annual meeting through the Civil Society Program (CSP), a venue for CSO dialogue with ADB and its developing member countries on key development topics. Consistent with Strategy 2030, ADB's long-term strategy, ADB aims to strengthen collaboration with CSOs and commits to *"work with CSOs to tap their unique strengths, such as their local presence and specialized knowledge. It will explore opportunities for increasing their involvement in the design and implementation of projects supported by ADB. Particular focus will be on operations that use grassroots participatory approaches to target the poor and vulnerable groups, mobilize women and young people, and monitor project activities and outputs. ADB will also seek their inputs and advice on the review of major ADB policies."*¹

2. The 55th AM Civil Society Program will feature the theme **20 Years of Collaboration between ADB and Civil Society**, which will examine ADB's relationship with civil society organizations over the past 20 years since the NGO and Civil Society Center's founding, as well as looking forward to the future of civil society collaboration into the coming years in support of its [Strategy 2030](#).

3. ADB is strongly committed to its work with civil society and will look to strengthen its work moving into the future with a focus on integrating Civil Society Organizations' role throughout the ADB project lifecycle and in line with its Strategy 2030. CSOs, both operationally focused and advocacy organizations, currently work with ADB across several areas, including: (1) stakeholder engagement throughout project design, (2) implementation of components of ADB-supported projects, particularly in the delivery of social services, (3) monitoring and evaluation, and (4) policy design and review. CSOs also play an invaluable role in helping ADB to strengthen its project designs in key areas such as Gender and Safeguards and through partnerships for knowledge generation and sharing.

4. The 55th AM Civil Society Program will kick off with the meeting between CSOs and the ADB President, which will be followed by a series of policy discussions and knowledge sharing events in line with this year's theme. Given circumstances surrounding COVID-19, the 55th AM Civil Society Program will be fully virtual this year.

5. In addition to actively participating in this year's AM, ADB invites CSOs to submit papers around the themes "20 Years of Collaboration between ADB and Civil Society" or the 55th ADB Annual Meeting theme. Selected papers will be featured online through the NGOC web pages during the 55th Annual Meeting events and throughout the year as a celebration of 20 Years of NGOC and ADB-CSO collaborations. ADB will select two of these papers and invite CSO proponents to lead a panel discussion presenting their paper through 60 to 90-minute sessions as part of the Civil Society Program (CSP). The papers should respond to either of these topics: (1) Lessons from CSO-ADB collaboration over the past 20 years, or (2) Looking forward to the future of collaboration with CSOs, discussing key areas of engagement around ADB's Strategy 2030.

¹ Paragraph 108 on 'Strengthening Collaboration with Civil Society Organizations' of the [ADB's Strategy 2030](#) describes ADB's direction toward increasing engagement with CSOs in its operations.

GUIDE TO PREPARING THE PAPER

6. The following are the guides for CSOs in preparing their papers:
- (1) For Topic/Session 1: Lessons from CSO-ADB collaboration over the past 20 years - Open to CSOs who have worked with ADB through projects, technical assistance, policy advice or knowledge partnerships over the last 20 years [Maximum 500 words, use template in Annex A]:
 - i. Provide an overview of featured ADB-CSO collaboration, including key moments in this relationship
 - ii. Highlight outstanding initiatives where ADB successfully integrated civil society contributions into its work
 - iii. Discuss areas and/or projects where civil society collaboration could have been improved
 - iv. Attach minimum of three (3) high-resolution photos relevant to the featured ADB-CSO collaboration; each photo must not be less than 2MB
 - v. Other areas as defined by the proposal.
 - (2) For Topic/Session 2: Looking Forward – Open to all CSOs based or with operations in any of ADB's [developing member countries](#) [Maximum 500 words; use template in Annex B]:
 - i. Offer insights into key emerging themes for the future of CSO-ADB engagement across Asia and the Pacific
 - ii. Identify areas of potential collaboration that supports ADB's Strategy 2030
 - iii. Discuss key barriers to CSO engagement and ways to address these barriers
 - iv. Other areas as defined by the proposal.

CSOs wishing to showcase on ADB webpages (NGOC, Annual Meetings) should complete Annex A or B. No further documentation is required.

CSOs wishing to lead a virtual session for the ADB 55th Annual Meeting - Civil Society Program must also complete Annexes C and D. For CSOs proposing to lead a virtual session, please consider the following:

- i. Establish quality and expertise of the panel of speakers;
- ii. Establish demonstrated capacity to deliver a high-quality session (e.g., confirmation of the panel of speakers, diversity in gender and country);
- iii. Establish ability to draw from a wide number of Annual Meeting attendees;
- iv. The session may run for 60 minutes up to a maximum of 90 minutes. It can be organized solely by the proponent CSO or together with other organizations;
- v. It is encouraged that sessions include a speaker from ADB as part of the panel. The proposal should identify a proposed staff member to be part of the panel. ADB will assist proponent organizations in identifying an appropriate member from ADB to serve as speaker for the panel.
- vi. The CSOs will take care of preparing key highlights of their sessions within 48 hours after it is completed (maximum 320 words).

7. Interested CSOs are requested to submit their paper and session design using the templates provided in the Annexes, no longer than two pages, excluding attachments. Annexes C and D should include a list of tentative speakers for the session. CSOs are asked to submit their papers to civilsociety@adb.org on or before **5:00PM Manila time (GMT+8) of 31 March 2022**, using the title, "55th ADB Annual Meeting Civil Society Program Session".

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ANNEX A

For Topic/Session 1: Lessons from CSO-ADB collaboration over the past 20 years - Open to CSOs who have worked with ADB through projects, technical assistance, policy advice or knowledge partnerships over the last 20 years:

1. Proposed Topic/Title	
2. Complete Name of CSO/NGO (If collaborating with other CSOs or entities, add their names here and identify the Lead proponent)	
3. Brief Profile of Lead CSO Proponent (max 100 words)	
4. Contact Person and Email	
5. Lessons from ADB-CSO collaboration	<p><i>[Respond to all questions; maximum 500 words]:</i></p> <ul style="list-style-type: none"> • <i>Provide an overview of featured ADB-CSO collaboration, including key moments in this relationship</i> • <i>Highlight outstanding initiatives where ADB successfully integrated civil society contributions into its work</i> • <i>Discuss areas and/or projects where civil society collaboration could have been improved.</i>
6. Relevant photos	<p><i>Attach minimum of three (3) high-resolution photos relevant to the featured ADB-CSO collaboration; each photo must not be less than 2MB.</i></p>

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ANNEX B

For Topic/Session 2: Looking Forward – Open to all CSOs based or with operations in any of ADB's [developing member countries](#):

Proposed Topic/Title	
1. Name of Proponent CSO (If collaborating with other CSOs or entities, add their names here and identify the Lead proponent)	
2. Brief profile of Lead CSO Proponent (max 100 words)	
3. Contact Person, Title/Position and Email	
4. Emerging themes relevant to CSO-ADB work	<p><i>[Respond to all questions; maximum 500 words]:</i></p> <ol style="list-style-type: none"> 1. Offer insights into key emerging themes relevant to civil society work for the future 2. Identify areas of potential CSO-ADB collaboration that supports ADB's Strategy 2030 3. Discuss key barriers to CSO engagement and ways to address these barriers.
5. Relevant photos	<p><i>Attach minimum of three (3) high-resolution photos relevant to the featured ADB-CSO collaboration; each photo must not be less than 2MB.</i></p>

ANNEX C
55th ADB Annual Meeting of the Board of Governors
Civil Society Program – Virtual Civil Society Panel Discussion

- a) Session Design Template: Additional requirement for CSOs proposing a virtual session for the 55th AM Civil Society Program - (Limit to 2 pages using Arial 11, excluding the attachment)

Proposed Topic/Title of the Session		
Name of Proponent CSO		
Contact Person and Email		
Objectives of the Session	At the end of the session, what do you want the audience to learn or gain from it? State briefly and in measurable terms.	
Content	<p>a. Describe relevance and linkage of the topic to this year’s theme on “20 Years of Collaboration between ADB and Civil Society”</p> <p>b. Describe session format / methodology. We encourage you to employ interactive techniques, your speakers to be concise and brief, and to allocate more time for Q&A or interacting with audience.</p>	
Suggested CSO Session Program/Agenda <i>(Fill out this section)</i>		
Time slot (Start =00:00 End = 01:30)	Topic/Activity	Name of Speaker
00:00 to 00:05	Master of Ceremonies (MC) introduces session and its objectives	
00:05 to 00:10	MC introduces speakers	
00:10 to 00:45	Speaker/s present their topics. (Encourage speakers to be brief and concise. Employ interactive approaches. Indicate name of speakers and their respective topics.) Speaker 01 Speaker 02 Speaker 03	
00:45 – 01:25	Q&A (allocate more time for interaction with the audience)	
01:20 - 01:30 END	MC gives a synthesis/summary of key points raised and closes the session	

ANNEX D

**55^h ADB Annual Meeting of the Board of Governors
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Speakers' Bio-data or Curriculum Vitae

(Please inform invited speaker/s that the submitted profiles may be used for promotional activities for the event. Attach a photo; use maximum 1-page per speaker. Add more Speaker profiles as needed).

(Photo)	SPEAKER-01 Name of Speaker: Position: Organization: Email:
Short bio of speaker for web sharing (max 80 words)	
Additional speaker information (optional)	

Submit the paper (using either templates Annex A or B), virtual session design or program/agenda (using Annex C) and bio-data or curriculum vitae of speakers (Annex D) on or before 5:00PM Manila time (GMT+8) of 31 March 2022 to civilsociety@adb.org, with the subject title, "55th ADB Annual Meeting Session Proposal".