



Call for Session Proposals: Civil Society Program (CSP)
ADB's 57th Annual Meeting of the Board of Governors
2-5 May 2024, Tbilisi, Georgia

I. INTRODUCTION

1. The Asian Development Bank (ADB)'s 2024 Annual Meeting takes place in Georgia [Tbilisi 2024 | Asian Development Bank \(adb.org\)](#) where Asia meets Europe, and ancient history connects seamlessly with modern civilization. It also takes place when the existential threat of climate change is taking on a renewed sense of urgency with heat records being broken around the world over the past year. Now, more than ever, economies in Asia and the Pacific must deepen cooperation within and beyond the region to collectively tackle the pressing challenges of our times.

2. Under the theme ***Bridge to the Future***, the Annual Meeting will explore how ADB can improve regional connectivity and promote climate action to deliver on its vision of a prosperous, inclusive, resilient, and sustainable Asia and the Pacific for our future generations. Under the overall theme, ADB will focus on these areas:

- ***Low-carbon and smart connectivity*** – promoting cross-border infrastructure, trade integration, financial links, digital transformation, and regional public goods in a sustainable manner.
- ***Becoming Asia and the Pacific's climate bank*** – mobilizing climate financing to achieve “billions to trillions” and accelerating actions for climate change mitigation and adaptation.

3. ADB welcomes the participation of civil society organizations (CSOs) in its annual meeting through the Civil Society Program (CSP), a venue for CSOs to dialogue with ADB and government leaders of 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 to increase 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

4. The Civil Society Program aligns with this year's 57th AGM theme and aims to reflect on ADB-CSO engagement in the past years, as well as envisioning the future of their collaboration in

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.

support of its [Strategy 2030](#), ADB's long-term corporate strategy. The long-term strategy sets seven Operational Priorities (OPs) to contribute to ADB's vision of achieving prosperity, inclusion, resilience, and sustainability in Asia and the Pacific. ADB's Strategy 2030 7 OPs can be accessed through this [link](#) and summarized below:

- (i) Addressing remaining poverty and reducing inequalities - human development and social inclusion, quality jobs, education and training, better health, social protection.
- (ii) Accelerating progress in gender equality - scaled-up support for gender equality; women's economic empowerment; gender equality in human development, decision-making, and leadership; reducing time poverty for women; strengthening women's resilience to shocks.
- (iii) Tackling climate change, building climate and disaster resilience, and enhancing environmental sustainability, low greenhouse gas emissions development, approach to building climate and disaster resilience, environmental sustainability, water–food–energy security nexus.
- (iv) Making cities more livable - integrated solutions, funding for cities, inclusive and participatory urban planning, climate resilience and disaster management.
- (v) Promoting rural development and food security - market connectivity and agricultural value chain linkages, agricultural productivity and food security, food safety.
- (vi) Strengthening governance and institutional capacity - public management reforms and financial sustainability, service delivery, capacity and standards.
- (vii) Fostering regional cooperation and integration - connectivity and competitiveness, regional public goods, cooperation in finance sector, subregional initiatives.

5. The 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, particularly in sectors and themes such as Gender, Safeguards, and others. CSOs also work with ADB through partnerships for knowledge generation and sharing, as well as in the review and updating of its institutional policies.

6. The 57th AM Civil Society Program will kick off with the meeting between CSOs and the ADB President followed by a series of policy discussions and knowledge sharing events in line with this year's theme. While this year's AGM events are in-person, ADB will continue to observe health and travel guidelines as provided by the host country.

II. GUIDE TO SUBMITTING SESSION PROPOSALS

7. CSOs are invited to submit session proposals for the 57th AGM Civil Society Program using the Session Design Template in Part III. CSOs should consider the following in designing their session:

- (i) Clarify link to any of the 7 OPs and to this year's theme;
- (ii) Clarify focus on CSO perspectives on any of the 7 OPs and this year's theme, and recommendations for meaningful ADB-CSO engagement in any of these;
- (iii) Establish quality and expertise of the panel of speakers;
- (iv) Establish demonstrated capacity to deliver a high-quality session (e.g., confirmation of the panel of speakers, diversity in country represented and gender and age of speakers);

- (v) Establish ability to draw from a wide number of Annual Meeting attendees and organizations;
- (vi) The session may run for 60 minutes up to a maximum of 90 minutes. It is preferable that the proponent CSO identifies at least one more CSO as co-organizer.
- (vii) It is required that the session includes at least one speaker under age 35 as part of the panel, to ensure voice and perspectives of the youth on the proposed topic;
- (viii) It is encouraged that the session includes a speaker from ADB as part of the panel. The proposal should identify a proposed management or 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.
- (ix) The CSOs will prepare key highlights of the session within 48 hours after it is completed (maximum 320 words). The key highlights will form part of the overall 57th AGM documentation of events.

8. ADB shall review the session proposal based on the following criteria:

Criteria	Rating
1. Relevance. Content features innovation and creativity and is aligned to 57 th AGM theme and ADB's Strategy 2030 Operational Priorities.	35
2. Quality and diversity of speakers. Speakers are knowledgeable and authoritative on the subject and represent diversity in terms of gender and country experiences. At least 1 youth speaker is included on the panel.	35
3. Demonstrated capacity to deliver a high-quality session. Proposal is well-written and provides required information, including profiles of speakers. Most speakers have confirmed to participate.	30
TOTAL	100

9. Interested CSOs are requested to submit session proposals using the templates provided in the Annexes, no longer than two pages, excluding attachments. Annex 2 should include a list of tentative speakers for the session. CSOs are asked to submit their proposals by email to civilsociety@adb.org on or before **15 January 2024, 5:00PM Manila time (GMT+8)**. Please indicate in the subject line: "57th ADB Annual Meeting - Civil Society Program Session Proposal".

III. SESSION DESIGN TEMPLATE

To propose a session for the Civil Society Program, please fill-out this session design template (limit response to maximum of 2 pages using Arial 11, excluding attachments):

Civil Society Program
ADB's 57TH Annual Meeting of the Board of Governors
2-5 May 2024, Tbilisi, Georgia

Proposed Topic/ Title of the Session:	
Name of Proponent CSO, Office Address and Organizational email:	
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	a. Describe relevance and linkage of the topic to the 57 th ADB Annual Meeting theme on <i>Bridge to the Future</i> , as described in Section I.2.
	b. Describe relevance and linkage of the topic to any of the 7 ADB Operational Priorities (OP) as described in Section I.4. i to vii. (<i>The proponent may identify more than 1 OP</i>).
	c. 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 the audience.

Other References	<i>Only if necessary, add other relevant materials or references as links or file attachments (max 3 attachments), to support the review of the session proposal.</i>														
Suggested CSO Session Program/Agenda <i>(Fill out this section)</i>															
Time slot (Start =00:00 End = 01:30)	<table border="1"> <thead> <tr> <th>Topic/Activity</th> <th>Name of Speaker</th> </tr> </thead> <tbody> <tr> <td><i>Master of Ceremonies (MC) introduces session and its objectives (Indicate session objectives):</i></td> <td><i>Indicate name, title and organization of MC</i></td> </tr> <tr> <td><i>MC introduces speakers</i></td> <td></td> </tr> <tr> <td> <i>Speaker/s present their topics. (Encourage speakers to be brief and concise. Employ interactive approaches. Indicate name of speakers and their respective topics. One speaker must be from the youth sector. One speaker may be from ADB management or staff) Speaker 01 (Indicate topic) Speaker 02 (Indicate topic) Speaker 03 (Indicate topic)</i> </td> <td><i>Indicate name of speakers</i></td> </tr> <tr> <td><i>Q&A (allocate more time for interaction with the audience)</i></td> <td></td> </tr> <tr> <td><i>MC gives a synthesis/summary of key points raised and closes the session</i></td> <td></td> </tr> <tr> <td><i>CSO submits highlights of the session within 48 hours from the conduct of the event (max 320 words).</i></td> <td></td> </tr> </tbody> </table>	Topic/Activity	Name of Speaker	<i>Master of Ceremonies (MC) introduces session and its objectives (Indicate session objectives):</i>	<i>Indicate name, title and organization of MC</i>	<i>MC introduces speakers</i>		<i>Speaker/s present their topics. (Encourage speakers to be brief and concise. Employ interactive approaches. Indicate name of speakers and their respective topics. One speaker must be from the youth sector. One speaker may be from ADB management or staff) Speaker 01 (Indicate topic) Speaker 02 (Indicate topic) Speaker 03 (Indicate topic)</i>	<i>Indicate name of speakers</i>	<i>Q&A (allocate more time for interaction with the audience)</i>		<i>MC gives a synthesis/summary of key points raised and closes the session</i>		<i>CSO submits highlights of the session within 48 hours from the conduct of the event (max 320 words).</i>	
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<i>00:00 to 00:05</i>															
<i>00:05 to 00:10</i>															
<i>00:10 to 00:45</i>															
<i>00:45 – 01:25</i>															
<i>01:20 - 01:30 END</i>															
<i>Post session</i>															

Attachment 1
CIVIL SOCIETY PROGRAM
57TH 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: Nationality:
Short bio of speaker for web sharing (max 80 words) 	
Speaking Engagement History <i>Indicate the speaker's previous speaking experiences related to the topic (max 3 events).</i>	<i>Title of Speech:</i> <i>Name of Event:</i> <i>Location:</i> <i>Date:</i> <i>Web link to speech or event:</i>
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Submit the session design or program/agenda and curriculum vitae of speakers on or before 5:00PM Manila time (GMT+8) of 15 JANUARY 2024 to civilsociety@adb.org, with the subject title, "57th ADB Annual Meeting Georgia - Civil Society Program Session Proposal".