SDG Action Zone - Application Process Guidance

Top Tips for Navigating your Application

All applicants are required to complete the following forms contained within the application:

1. **Applicant Information**
   Applicants will be asked to select which type of session they wish to deliver in this section from the following
   a. **Host a Breakout Session**
   b. **Deliver a Talk**
   c. **Host Immersive Experiences or Virtual Exhibit Booths**
   d. **Performances of Multi-Media Productions**
   e. **Register a Speaker**

2. **Register a Speaker**: Here all applicants are required to enter information about their speakers, performers, artists and/or exhibit hosts. This form is also used for those applying to join the speaker roster.
3. **Privacy Statement**

Please note: The engagement specific application forms: a - d (above) will only become visible to the applicant when the 'Application Information' form has been **marked as complete.** The subsequent application form will then appear in the left navigation bar.

Once the 'Applicant Information' form has been marked as complete, applicants cannot change their preferred session type. Applicants will therefore be required to begin a new application if they wish to change their session type.

Applicants who wish to apply for multiple session types are required to fill out a new application for each additional session type. It is not possible to apply for multiple sessions within one application.

Applicants may submit multiple applications, provided that the content of each application is different from those already submitted.

Applicants will no longer be able to edit an application once submitted.

SDG Action Zone - Application Form Questions

Form 1: Applicant Information

Organiser(s)/Host: This information is required for the purposes of the application process. Please check the privacy statement at the end of the application. Mandatory fields are marked with an asterisk.

1. Core Organiser/Host - main contact person

1. First Name*
2. Last Name*
3. Organisation*
4. Job Title*
5. Email Address*
6. Telephone Number* (please include international dialling code)
7. Country of Operation*(select one)
8. Affiliation* (select one)
    a. Academia
    b. Activist
    c. Business
    d. Civil Society
    e. Creative
    f. Entrepreneur
    g. Faith-Based
    h. Government
    i. International Organisation
    j. Media
    k. Non-Profit
    l. Other
    m. UN entity
    n. Youth
9. If you selected "other" in the previous question, please specify:
10. Website* (please enter a valid URL with http(s)://)
11. Link to Organisational Logo* (PNG format)

2. Co-Organising Partner(s) – main contact person (if applicable)

1. First Name
2. Last Name
3. Organisation
4. Job Title
5. Email Address
6. Telephone Number (please include international dialling code)
7. Country of Operation (select one)

8. Affiliation (select one)
    a. Academia
    b. Activist
    c. Business
    d. Civil Society
    e. Creative
    f. Entrepreneur
    g. Faith-Based
    h. Government
    i. International Organisation
    j. Media
    k. Non-Profit
    l. Other
    m. UN entity
    n. Youth
9. If you selected "other" in the previous question, please specify:
10. Website (please enter a valid URL with http(s)://)
11. Link to Organisational Logo (PNG format)

3. Thematic Focus

The SDG Action Zone will take place over three days to provide space for deeper conversations, debates and showcases on three core areas for accelerating action on the Goals: **People**, **Planet** and **Partnerships.** Within these areas a range of cross cutting and critical themes have been identified to frame substantive content, discussions and calls to action around:

- **People**: Healthy Society; Inequality & Equity; Inclusive Growth; Activism; Education; Gender; Creativity & Culture; Decent Jobs; Human Rights; Social Protection; and Leave No One Behind;
- **Planet**: Climate; Biodiversity; Nature; Oceans; and Food Systems; Sustainable production and Consumption; Sustainable Cities; Clean Energy;
- **Partnerships**: Financing for Development; Data; Philanthropy; Civil Society; Business; Multilateralism; Economies and Investment; Emerging Technologies; Accountability; Media; Humanitarian Action; Sustainable Peace.

    Please select which main theme the content of your application will focus on* (Select One)
- Accountability
- Activism
- Biodiversity
- Business
- Civil Society
- Clean Energy
- Climate
- Creativity & Culture
- Data
- Decent Jobs

- Economies & Investment
- Education
- Emerging Technologies
- Financing for Development
- Food Systems
- Gender
- Healthy Society
- Human Rights
- Humanitarian Action
- Inclusive Growth
- Inequality & Equity
- Leave No One Behind
- Media
- Multilateralism
- Nature
- Oceans
- Other
- Philanthropy
- Social Protection
- Sustainable Cities
- Sustainable Peace
- Sustainable Production & Consumption

If you selected "other" in the previous question, please specify:

4. Application Type

Please identify which engagement type your application is for* (select one)
Note: To be directed to the next part of your application, you will need to mark this section complete.

1. Host a Breakout Session
2. Deliver a Talk
3. Host Immersive Experiences or Virtual Exhibit Booths
4. Performances or Multi-Media Productions
5. Register a Speaker

End of this Section - ensure you mark this section as complete to continue
Now the engagement type form will appear in the left navigation bar and depending on the selection, you will need to complete one of the following sections (1a/1b/1c/1d).

Form 1a: Host a Breakout Session
Events will be scheduled for 60 minutes.

1. Name of the Event* (10 words)

2. **Event Format***: ie. Panel discussion, workshop, dialogue, masterclass or other. Please describe the format of your virtual event so we can understand how it will run and what information sharing or collaborative input tools will be used to foster participant engagement beyond Q&A in the chat function. (250 words)
3. **Criteria 1*:** Provide deep, tangible, quantifiable, expert insights on what needs to happen to advance the SDGS, thus achieving the state of the world we want and need. **What insights into the thematic focus in question will be shared?** (250 words)
4. **Criteria 2*:** Share tangible solutions, ideas, innovations and approaches that could turn the tide in this moment for the Goals. **Indicate an overview of these** (250 words)
5. **Criteria 3*:** Set the vision for what we could achieve with this combination of adaptation, action and ambition to catalyse progress on the SDGs. **Share your vision** (250 words)
6. **Criteria 4*:** Call to action to mobilise specific counterparts, constituencies and citizens to ensure this vision is realised. **Who do you want to mobilise to join these efforts and what call to action will you make to them during this session?** (250 words)
7. Who is the target audience?* Please be specific (100 words)
8. Who belongs to your primary network?* Tell us a bit about the scope and scale of the network you can activate to join the SDG Action Zone. (250 words)
9. Which timeslot in the programme would fit best given your location?* Please select as many as possible
    a. 8:00 - 10:00 EST
    b. 10:00 -12:00 EST
    c. 12:00 - 14:00 EST
    d. 14:00 - 16:00 EST
    e. 16:00 - 18:00 EST
10. Could your session be pre-recorded?*
    a. Yes
    b. No
    c. Mix
11. Please provide a compelling summary description appropriate for promotion* (280 characters)
12. Supporting material and draft programmes (please provide links and descriptions to attachment(s) to support your application - including proposed event programmes). Please ensure that viewing access is open if linking from a cloud storage.
    a. Link 1*
    b. Link 2
    c. Link 3

Form 1b: Deliver a Talk

Honest and bold talks that deliver a very human, story-telling style of sharing information and insights.

There are two types of talks being programmed:
1) **Reimagine Talks: (15 minutes)** Inspirational leaders will reflect on personal or immediate failures that led up to adapting to a disrupted environment and to realizing the urgency of systemic change. Through their own experience, in these 15 minute spotlights, they will

focus on the levers needed to be pulled to move the system towards the SDGs. These are their stories on why and how they couldn't go back to business as usual.

2) **Lightning Talks: (7 minutes)** Multi-disciplinary experts will share action-oriented insights into what needs to and can be done to unleash the transformative change required to truly drive progress at this critical inflection point. These 7-minute, quick fire insights will provide the tangible and ambitious solutions that have the power to supercharge impact in relation to one or more of the themes in focus. These expert insights will be sourced from a tapestry of sectors, disciplines and geographies, each honing in on a specific context for action, which together will frame the innovation required at global, regional, national and sub-national levels.

1. Select which type of talk you are applying for* (select one)
   - Reimagine Talks
   - Lightning Talks

1. Name of Talk*
2. Summary of the story you want to tell*. Detail the failure or solution you want to focus on and adaptation or impact on the SDGs that spurs (500 words)
3. How does it help to further action around one or more of the themes?* (500 words)
4. What will be the key take-away or 'homework' for the audience?* (250 words)
5. Provide any links relating to the content of your talk. Please ensure that viewing access is open if linking from a cloud storage.
   a. Link 1*
   b. Link 2
   c. Link 3
6. Please provide a compelling summary description appropriate for promotion* (280 characters)

Form 1c: Host Immersive Experiences or Virtual Exhibit Booths

Virtual exhibit and immersive spaces will showcase new media, new technologies, innovations, artwork, games and immersive experiences that lets the viewer experience the 'Future of our world' from different perspectives, learn different ways of doing things, and take action for transformative change.

1. Name of the exhibit, artwork, innovative solution or experience*
2. Please select which type of exhibit or experience you would like to host* (select one)
   - Art showcase
   - Innovative solution
   - Immersive experience
   - Other (please specify)
3. Tell us about this work*. What is it about and what is the intended impact of this experience? (250 words)
4. How does it run and what does the experience/artwork entail?* (250 words)
5. How can this experience be hosted/shared virtually?* Please include as much detail or as possible or links to demonstrate and the optimal duration of engagement for participants interacting with your work. (250 words)

6. Provide links to your work, previous showcases and/or examples of impact. Please ensure that viewing access is open if linking from a cloud storage.
    a. Link 1*
    b. Link 2
    c. Link 3
7. Please provide links and/or attachments to images or videos that could be featured to represent the exhibit/experience in communications materials*
    a. Link 1*
    b. Link 2
    c. Link 3
8. Please provide a compelling summary description appropriate for promotion* (280 characters)

Form 1d: Performances or Multi-Media Productions

Art has always explored and assimilated the experience of upheaval and has served societal change throughout history. Emerging and established performers, musicians, film-makers and artists from around the world will capture the urgency, hope and ambition of the current moment. Through their work, participants of the SDG Action Zone will be challenged to imagine the world in radically different ways.

1. Name of performance/ multi-media production*
2. Type* (select one)
    a. Dance
    b. Music
    c. Poetry
    d. Short-film
    e. Other

3. Name of the artist/producer/company (if different from host + performer. You will be asked for performer details in the next section)
4. Tell us about this work*. What is it about and what is the intended impact of this experience? (500 words)
5. What is the medium of this work?* (100 words)
6. What language(s) are featured in this work?* (100 words)
7. How can this experience be hosted/shared virtually - what is your vision for showcasing this through a virtual event?* (250 words)
8. Is this live content or pre-recorded?*
    a. Live
    b. Pre-recorded
9. Duration of performance/production (max. 15 min)* (100 words)
10. Provide links to your work, previous showcases and/or examples of impact. Please ensure that viewing access is open if linking from a cloud storage.
    a. Link 1*
    b. Link 2
    c. Link 3

11. Please provide a compelling summary description appropriate for promotion* (280 characters)

Form 2: Register a Speaker

If you are applying to host a session we want to know who you plan to bring as key speakers, panellists, presenters and moderators. You can enter the details for 6 speakers in this section.

If you are applying to talk or perform, we want to know a bit more about you in this section.

This section is also used if you would like to nominate a speaker to join the speaker roster for the SDG Action Zone. The event organisers can then identify relevant speakers from this roster to join sessions as needed.

1. Event Role* (select one)
   a. Speaker
   b. Moderator
   c. Performer
   d. Exhibit host
2. What is the speaker area of expertise and what key insights could they share?* Please be as specific as possible and detail the speaker's relation to the topic area. If you are registering as a performer, tell us about your credentials and experience in relation to the application (250 words)
3. Name*
4. Job Title*
5. Organisation*
6. Nationality*
7. Gender (select one)
   a. Female
   b. Male
   c. Prefer not to say
   d. Prefer to self-describe as:
8. Age (select one)
   a. Over 24 years of age
   b. Under 24 years of age
9. Short Bio* (100 words)
10. Headshot* (please enter the full URL to a headshot image of the speaker)
11. Please provide up to 3 links to videos of the speaker delivering previous talks (please enter the full URL)
    a. Link 1*
    b. Link 2
    c. Link 3
12. Social Media Handle (please enter the full URL of the social media profile)
13. Do you want to add more speakers?*
    a. Yes – Repeat process on next page
    b. No

Form 3: Privacy Statement

I consent to my personal data being stored and processed for the purpose of organisation and management of the SDG Action Zone and consent to be contacted by the SDG Action Zone organising team. I may withdraw my consent to the use of my personal data at any time by contacting support@sdgactioncampaign.org*

a. I agree