



SDG Action Weekend

16 and 17 September 2023

OPEN CALL FOR SIDE-EVENTS – GUIDELINES

As of 17 July

Background

The 2023 SDG Summit will be convened on 18-19 September 2023, during the United Nations General Assembly high-level week. Heads of State and Government will gather at the United Nations Headquarters in New York to follow-up on and review the implementation of the [2030 Agenda for Sustainable Development](#) and the [17 Sustainable Development Goals \(SDGs\)](#).

To generate opportunities for the engagement of all actors, the United Nations is convening an **SDG Action Weekend** in the lead-up to the Summit, which will consist of the *SDG Mobilization Day* on Saturday, 16 September 2023, and the *SDG Acceleration Day* on Sunday, 17 September 2023, at United Nations Headquarters in New York.

In parallel to the main programme of the SDG Action Weekend, **a limited number of high-level side-events**, organized by UN Member States, UN entities, relevant International Organizations and stakeholder networks working in partnership and identified through an open call, will also take place during the weekend.

Open Call for SDG Action Weekend Side-Events

SDG Action Weekend side-events should feature how collaboration with stakeholders across different sectors is supporting transformation in different contexts and at different levels. The side-events should act as platforms for committing support and announcing actions, leadership and investment to bring the progress and actions needed to scale in the second half of the SDGs.

Content

Side-events are expected to:

- Showcase collaborative efforts between different sectors to better align the global development path with the 2030 Agenda and Paris Agreement and promote collaboration as an international community, especially on financing and the means of implementation, to recharge momentum for accelerated action in the second half of the SDGs.
- Highlight examples of solidarity and transformative action that are supporting the implementation of the SDGs at all levels.
- Include voices from all levels of government, international organizations, the private sector, civil society, women and youth and other relevant stakeholders.

- Announce innovative voluntary commitments, actions and multi-stakeholder partnerships to forge the global connections needed to make the SDGs a reality for all.

Format

- The SDG Summit Weekend will be an in-person event at United Nations Headquarters. All sessions and side-events events will be held in person.
- Sessions should be planned for a duration of **60-75 minutes**.

Criteria for side-events selection

In view of the large number of requests anticipated and taking into consideration the limited space and time available for the side-events, the following principles will be applied by the Secretariat when conducting the selection:

- Side-events should be organized by coalitions including:
 - at least 2 UN Member States,
 - at least 1 UN entity and/or relevant Intergovernmental Organization, and
 - at least 2 recognized stakeholder networks, associations, major groups or stakeholders' constituencies with relevant work in at least two regions.
- Side-events proposed for **16 September** should be closely connected to the promotion of stakeholder inclusion, participation and collaboration to drive SDG progress. Side-events proposed for **17 September** should clearly indicate their contributions to one or more of the **12 UN High Impact Initiatives**.
- Priority will be given to proposals that indicate synergies with the UNGA 78 High-level Week events, including the SDG Summit, the Secretary-General's Climate Ambition Summit, the High-level Dialogue on Financing, the ongoing process in preparation for the Summit of the Future and the high-level meetings on health.
- Proposals that demonstrate a multi-stakeholder, multi-sectoral, gender-balanced and intergenerational approach will be given priority. This includes incorporating these elements into both the planning and programme of the event.

Application process

Side-events will be selected through an open call via a dedicated form which will be launched on 17 July 2023. The application form is available here: bit.ly/SDGWeekendSideEventsApplication.

Applications should be limited to ONE per entity. Duplications will not be considered.

Applications will require the names and contact details of all relevant focal points. Please note that UN Member States should apply through their Missions to the United Nations in New York.

The deadline to submit side-events applications is 4 August 2023.

Outcomes are expected to be announced around **22 August 2023**.

Selection process

- The Secretariat will identify a small number of side-events, based on the above-mentioned criteria, while ensuring regional and thematic balance. **Only organizers of approved applications will be notified directly by email.**

- Considering the high number of requests, the Secretariat may request that sessions that address similar themes be merged.
- Following the selection of the proposals, the Secretariat will assign a meeting room and a timeslot for each approved session/event.
- Selected side-events will be included in the official schedule of events for the SDG Action Weekend.

Responsibilities for side-event organizers

- Side-event organizers will be responsible for covering all costs related to hosting their session inside the United Nations and managing technical services requests based on those that are available for the assigned Conference Room.
- The session/event co-organizers' responsibilities include – but are not limited to – the invitation and travel arrangements for speakers including visa and security clearance; checking registration status of speakers as needed; the oversight of the “run of show;” and moderation of the entire session/event, including strict time management and note taking.
- Side-event organizers are responsible for promoting their events through their respective online and social media channels.
- Organizers are also required to submit a short summary (up to three paragraphs, no more than one page) by **22 September 2023**.

Further information

Please visit the [SDG Summit website](#) for additional information on the SDG Summit and access to all background documentation.

For further information regarding side-events, please contact dsdg@un.org with [Side-events – SDG Action Weekend] in the subject.