8th WORLD WATER FORUM
March 2018, Brasilia– Brazil
CITIZEN'S PROCESS

Call for proposals for the Citizen's Process

PHASE 1

Please fill out this form and return by 28th of February 2017 to esecretariat@adasa.df.gov.br

This Call aims to identify and map proposals of activities and initiatives that can be held in the 8th World Water Forum event, if selected.

The Call for Proposals have two phases:

1. The **first phase** will review and analyze the submitted proposals considering the following criteria: coherence, practicability and relevance.
2. The **second phase** will be restricted for the selected proposals in the first phase and will consider financial and feasibility criteria.

The Citizens Process commission members after reviewing all proposals of the first phase will refer back, latest before the Second Stakeholders Consultation Meeting on April 2017.

Please consider that the activity proposed has to be interactive, involve more organizations and preferably different stakeholder groups and the public/ participants. The 8th World Water Forum motto is "Sharing Water", the themes are Sharing and Sustainability.

The main activity has to take place during the 8th World Water Forum. If there is a previous activity in a region or country before the Forum, there has to be a report mechanism during the Forum itself.

The proposals have to be submitted in English. Proposals for activities in the Americas or by (especially) South American CSO/ NGOs can be submitted in Portuguese, English or Spanish.

The chairs in the committees:

- Chair of the Citizens Process, Committee Americas – Mr. Lupercio Antonio
- Vice-chair for the Citizens Process, Committee International – Mrs. Imane Abd El Al

Find information on the Forum in the website: http://www.worldwaterforum8.org

STRUCTURAL INFORMATION	
STAFF INVOLVED THE NUMBER OF PAID STAFF MEMBERS, EMPLOYEES, COLLABORATORS, VOLUNTEERS ETC. PROVIDE THE FUNCTIONAL STRUCTURE AND THE ANNUAL BUDGET.	
INFORMATION / COMMUNICATION EXPLAIN YOUR COMMUNICATION/ OUTREACH STRATEGY AND TOOLS (WEB-BASED CONTACT, COMMUNITY MEETINGS ETC.; DO YOU HAVE A WEBSITE, LIST-SERVER, COMMUNITY MEETING PLACE ETC. THAT YOU ARE ABLE TO USE)	

PROJECT PROPOSAL FOR THE CITIZEN'S PROCESS	
TITLE OF THE PROJECT PROVIDE AN OBJECTIVE, CLEAR AND APPEALING IDENTIFICATION OF THE ACTIVITY NAME (SO EVERYBODY UNDERSTANDS IMMEDIATELY WHAT YOU ARE GOING TO DO AND WANTS TO ACHIEVE)	
GOALS OF THE PROPOSAL MAIN OBJECTIVE AND OUTCOME OF THE ACTIVITY YOU ARE AIMING FOR	

DURATION OF THE ACTION GIVE A CLEAR DESCRIPTION OF THE INTENDED PERIOD OF IMPLEMENTATION OF THE ACTIVITY AND SITUATE IT AS EITHER PRIOR TO, DURING, OR AFTER THE 8TH WORLD WATER FORUM. PROVIDE A PROVISIONAL INDICATION OF THE EXPECTED START AND FINISH DATES OF THE PROPOSED ACTIVITY.	
PROPOSAL DESCRIPTION DESCRIBE THE PROPOSAL IN A CLEAR AND BRIEF MANNER IDENTIFYING THE TARGET AUDIENCE, PARTNERS INVOLVED, MAIN ACTIVITIES, COMMUNCATION / OUTREACH AND EXPECTED RESULTS.	
IMPLEMENTATION STRUCTURE DESCRIBE THE LOGISTICAL REQUIREMENTS (EQUIPMENT, FACILITIES, OTHERS)	
MATCHING RESOURCES KINDLY DESCRIBE THE PART OF THE PROJECT YOU CAN SUPPORT WITH YOUR OWN RESORCES.	