

T20 Brasil Event Request Form

Hello and welcome to T20 Brasil!

When proposing a side event, please consider that the T20 Brasil Organizing Committee will only approve side events that:

- a) Fall under the Task Force themes;
- b) Clearly stand for the principles of *inclusiveness, representativeness and effectiveness*, seeking *regional, gender and race/ethnic diversity* as well as *diverse range of opinions and approaches*;
- c) Engage with Task Force coordinators and members so that their inputs can be incorporated into TF statements;
- d) Are submitted at least 2 weeks in advance, so that the Committee may consider recording and/or livestreaming the event.

After an initial evaluation from the Committee, we will write to the focal point from the host institution asking for complementary information such as:

- One-page concept note;
- Event program/agenda;
- A sheet with the speakers' names, official designation, headshots and social media handles;
- Transparent background, high-resolution logos of the organizing institutions.

The T20 Brasil Organizing Committee does not offer funding for side-events organized by partner institutions. Acceptance of a proposal in this form implies that the event will be considered a side event under T20 Brasil, without any accompanying funding from this engagement group.

1. E-mail * :

2. Under which Task Force(s) does your event fall under?

- TF01 - Fighting Inequalities, Poverty, and Hunger
- TF02 - Sustainable climate action and inclusive just energy transitions
- TF03 - Reforming the International financial architecture
- TF04 - Trade & Investment for Sustainable and Inclusive Growth
- TF05 - Inclusive digital transformation
- TF06 - Strengthening multilateralism and global governance

Event Information

3. Title of the event *

4. Start Date *

5. End Date *

6. Venue *

7. Participation *

Choose just one option.

- Invite Only
- Open

8. Registration link

If registration is required for the event, T20 Brasil will post it in the website events page:

9. Inform whether the event will be recorded and/or livestreamed

If the event is to be livestreamed, the T20 Brasil Organizing Committee requires to be informed two weeks in advance. If you are filling this form with less than two weeks to the event, please be aware that your livestream request will not be considered.

Please choose just one option.

- Recorded
- Livestreamed
- Recorded and livestreamed

10. Funding institution *

If not determined yet, please put "TBD."

11. Event Description *

Format (panel/roundtable, etc.) and logistic information (expected public, presence of authorities, main concerns) that are important to inform the T20 Organizing Committee.

This answer is limited to 1500 characters.

12. Concept note *

A one-page concept note detailing the context, objectives, planned sessions, and expected outcomes of the side event. Please attach it to the e-mail.

13. Program

Please attach a preliminary program with this form.

14. Organizing institution(s) *

15. Relation to T20 Brasil Organizing Committee *

Please indicate if the organizing institution(s) has any relation to the T20 Brasil Organizing Committee.

16. Contact phone number (with country code) *

17. Is any member of T20 Brasil involved in the organization of the event? *

If your answer is yes, please specify who. Mark just one option.

- No
- Yes
- Other:

Please send this form to: sidevents@t20brasil.org

Thank you!