**ICARP IV Activity Endorsement Request Form**

Please fill out this form, if you want your activity to be endorsed as an ICARP IV activity. **Requests can be submitted throughout 2023 to the IASC Secretariat using this link:** [**https://forms.gle/zdBqabbpkKrDi8TUA**](https://forms.gle/zdBqabbpkKrDi8TUA)

**Information marked with \* is mandatory**

# **Part 1: Lead Organiser Information\***

**1. Name(s) of Lead Organiser(s)\***

**2. Affiliation(s) of Lead Organiser(s)\***

**3. Phone number(s) of the Lead Organiser(s)\***

# **Part 2: Co-Organizers, Partners and Sponsors (optional)**

*This part is optional for those who want to acknowledge co-organizers, partners and sponsors.*

**4. Please list the co-organisers of the activity including their affiliations.*(optional)***

**5. Please list the partners involved in this activity. *(optional)***

**6. Please list possible financial sponsors of the activity that should be acknowledged? *(optional)***

# **Part 3: Activity Information\***

**7. Title of the proposed activity.\***

**8. Type of activity.\***

*Check all that apply*

* Workshop
* Townhall Meeting
* Community Listening Session
* Talking Circle
* Webinar
* Survey
* Assessment
* Project
* Other (please specify):

**9. Please provide a public summary of the proposed activity.\***

*Max 300 words. The public summary will be posted on the ICARP IV website.*

**10. Please upload a more detailed description of your proposed activity as a PDF.\***

**11. Proposed Date(s) of the activity.\***

*For longer-term activities (e.g. projects), please list the months/years when the activity would take place.*

**12. Format\***

* In-Person
* Online
* Other (please specify):

**13. Is your activity / event\***

* Open
* With limited attendance
* Closed / by invitation only
* Other (please specify):

**14. Location of the activity\***

*Country (and for events please also list the city).*

**15. If the activity is connected to another larger event (e.g. conference), please specify\***

**16. Website link for the activity.\***

*If available.*

# **Part 4: ICARP IV Relevance\***

**17. How does the proposed activity align with the ICARP IV goals and aims?\***

**18. What contributions will the proposed activity provide for the ICAPR IV process?\***

**19. How will the proposed activity engage the ICARP IV partners?\***

*You can find the ICARP IV partners and their representatives on the ICARP IV website.*

# **Part 5 Dissemination\***

**20. How do you intend to share the outcome of your proposed activity?\***

**21. Please confirm that you will complete the ICARP IV activity reporting template once your endorsed activity has been held.\***

* **Yes I confirm.**

**22. Any other comments.\***