



CALL FOR PROPOSAL

Due to the timing of the 20th International AIDS Conference (AIDS 2014), the conference organizers recognize that there is a need for a key hub to be held after Ramadan in the Asia Pacific region.

This is a call for proposal for **an organization in the Asia Pacific region** with the facilities, human resources, and networks in place that would be interested in organizing and hosting a conference hub. Partnerships between organizations with complementary resources are encouraged.

This call for proposal is published on the AIDS 2014 website, the websites and networks of the national and international partners of the International AIDS Conferences, and through selected listservs.

The conference secretariat at the International AIDS Society (IAS) will serve as a mailbox for applications.

Please send applications with all required information to:

Attention: International AIDS Society
Megan Warren,
AIDS 2014 Conference Secretariat
Avenue de France, 23
CH-1202 Geneva, Switzerland

Email: megan.warren@iasociety.org

Conference Hubs Programme Concept

In 2008, the conference expanded the reach of the conference through a series of conference “hubs”, session halls in distant geographic locations around the world where conference sessions were downloaded, screened and followed up by moderated discussions about local issues and challenges, as well as the implications of the session’s topic. Most hub participants decided to test this “pilot service” because they could not afford to travel to Mexico. The concept was replicated, with minor alterations, for AIDS 2010 and AIDS 2012. For AIDS 2014, conference organizers have allocated more funding to record all conference sessions with the exception of satellites and workshops.

Conference hubs are “mini conferences” around the world hosted by local organizations active in the fight against HIV/AIDS, where selected sessions of the conference can be screened and followed by a moderated local discussion to examine how the content of the session may be used to strengthen the response to HIV locally. Conference hubs can also include additional workshops and trainings used to strengthen local capacities.

All hubs should be free of charge for the hub participants, but the hub organizers have the right to cap attendance for security or practical reasons. Hub organizers can also select the sessions they screen as well as when the sessions will be shown (immediately or delayed). They can sell refreshment, food or other products at reasonable prices.

Conference Hub Programme Objectives:

- *Expand participation and facilitate access to conference content*
A greater number of stakeholders could participate in the conference by attending the IAC through the conference hubs, especially in areas where the conference has not been held or for participants who cannot otherwise come to the conference because of lack of financial resources. Access will also be significantly cheaper.
- *Generate local synergies and media interest*
Holding the conference in multiple locations worldwide will generate local dynamics that would not be generated in the host city, increase awareness, reduces stigma and provoke discussions about HIV and AIDS instead of ignoring it. Local media will also be much keener to report on local events than “just another conference” happening on another continent.
- *Expand the scope of the IAC, making it a truly global event*
By encouraging and promoting hubs during the IAC, the conference would be held across the world. This innovative approach would thus increase the global scope of the conference.
- *Link the regions to the IAC and vice versa*
It is important to integrate regional issues into the conference programme, and ensure conference deliberations reach those in the regions. Hubs will be able to report their findings on the conference web site.

Key Tasks and Functions

The selected organization will host a hub in conjunction with the 20th International AIDS Conference (AIDS 2014).

The hub organizer will agree to:

- Select a date that enables members of the Islamic faith to participate in AIDS 2014;
- Ensure the hub reflects and/or supports the vision and goals of the conference;
- Ensure the content addresses HIV/AIDS, co-infections or issues faced by individuals or organizations affected by or responding to the HIV/AIDS epidemic;
- Ensure the programme adheres to conference policies and goals of diversity and inclusion;
- Guarantee a minimum number of participants (number to be decided);
- Guarantee a minimum number of sessions show (number to be decided);
- Secure an appropriate venue;
- Promote and market the event locally, regionally and internationally (if appropriate);
- Invite and coordinate session moderators and/or additional speakers (optional) and rapporteurs (optional);
- Provide interpretation/translation services if participants require languages other than English.

Qualifications and Criteria for Selection

Based on the functions (above) and on general human rights principles, the following criteria will be used to select the hub organizer:

- Proven commitment to:
 - the Greater and Meaningful Involvement of People Living with HIV and AIDS (GIPA/MIPA);
 - evidence-based policies, programmes and interventions that support good practices and are not contrary to scientific evidence of effective HIV interventions including those that are based on cultural/religious beliefs and/or violate basic human rights principles;
- A minimum of three years' experience working on HIV issues;
- Commitment to encourage and support enhanced community participation in the International AIDS Conference, particularly of those representing and/or working with the most marginalized and vulnerable;
- Be a registered organization, with good governance procedures and transparent and accountable financial reporting systems;
- Ability to communicate and network effectively and broadly (with clearly functioning communication linkages) at a regional and/or global level;
- Organizational representative has the ability to work in written and spoken English (additional languages are greatly desired);
- Demonstrated experience and willingness to assume responsibility for carrying out the tasks as described above;
- Submission of a comprehensive programme for the hub including logistics, detailed budget plans, and marketing activities, etc.

Selection Process

A Selection Committee has been formed to review the applications and is made up of representatives of the conference partners. Anouk Rey, the Conference Director, is the Secretary to the Committee.

The applications will first be reviewed virtually by the Selection Committee using the selection criteria. A teleconference of the Selection Committee will be held to select the new member based on the scoring. Following verification, the decision will be communicated within one week to the selected organization for it to confirm its acceptance to host a hub.

Application Form

About us:

Organization name: _____
Address: _____
Phone number: _____
Fax: _____
Email: _____
Website: _____

Contact person's details:

Name: _____
Position/Title: _____
Direct contact phone number: _____
E-mail: _____

Basic facts:

How is your organization structured (e.g. a network, individual membership), and if you have members, how many?

How many members of staff does your organization have, and please indicate the name and title of the person that is heading the staff?

What countries does your organization work in?

What are the objectives/mission of your organization?
