Eastern Africa Regional Early Childhood Conference

EVENTS AND LEARNING SESSIONS

Learning sessions/side events are an integral part of the Eastern Africa Regional Early Childhood Conference. This will provide opportunities for capacity building, work planning, master classes, networking among others.

Opportunities to hold side events will be as follows:

Day and Date	Time
Sunday 10th March, 2024	08.30hrs – 16.30hrs
Monday 11th March, 2024	08.30hrs – 13.00hrs
Tuesday 12th March, 2024	16.30hrs – 18.30hrs
Wednesday 13th March 2024	16.30hrs – 18.30hrs
Friday 15th March, 2024	08.30hrs – 18.30hrs

A. Criteria for Selection

All proposals will be reviewed based on the following criteria:

1. Strategic link to the overall theme of the Eastern Africa Regional Early Childhood Conference-side events will be selected from proposals that showcase innovative approaches and transformative actions around the following sub-themes:

   - Empowering parents, caregivers, and communities.
   - Systems strengthening with a spotlight on workforce development
   - Monitoring progress focusing on data/evidence generation, dissemination and utilization
   - Financing at both micro and macro-levels
   - Leadership and Governance
   - Scaling up and Innovating

2. Number and diversity of partners involved in hosting the side event/learning session.
3. Sharing of country experiences
4. Involvement of African Union Member States

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B. Guidelines for Session/Event Organizers

1. Side events can be organized by governments, development partner organizations, CSOs, or other stakeholders.
2. Hosting a side event involves planning and carrying out all activities related to the event, in addition to covering all associated costs.
3. Side events will either for full day, half day or two (2) hours.
4. Accepted side events will be announced on the conference's website and other AfECN social media platforms. Any other media engagement will be the responsibility of the event organizers.
5. Organizers should plan to hold their event in English and make interpretation arrangements for other languages as may be needed.
6. Side events will only be held in-person.
7. The seating capacity for each room is between 40 to 100 people.
8. Only printed materials that are directly related to the agenda of the conference can be distributed during a side event. The conference planners reserve the right to remove non-compliant materials.
9. The sale of printed materials or any goods on the grounds of the conference are strictly prohibited.
10. Side event organizers are advised not to set up displays or put-up posters on meeting room walls during a side event or at any other time during the official meeting to avoid removal and loss of materials. A limited number of reports or publications may be distributed.
11. It is the responsibility of the event organizers to support the entry of delegates to the side sessions in good time before the event.

C. How to submit a side event application.

Applications for side events should be submitted here: https://forms.gle/mSZsgWGZC5ncLbSK8

Please note that:

1. All submissions should be in English.
2. Incomplete submissions missing mandatory information will not be considered.
3. Successful applications will be required to mobilize for participation.
4. Learning session/side event fee will be based on the number of delegates please find more information about the cost in the sponsorship package.

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Important Dates

ITEM	DUE DATE
Conference dates	11th – 14th March 2024
Submission deadline	10th December 2023
Notification of acceptance	17th December 2023
Deadline for Registration of participants:	Early Bird Registration - 31st December 2023 Regular Registration - 31st January 2024 Late Registration - 25th February 2024

For registration rates, please follow this link: https://afecn.org/2024ear-conference