



United Cities and Local Governments  
Cités et Gouvernements Locaux Unis  
Ciudades y Gobiernos Locales Unidos

## 4<sup>TH</sup> UCLG WORLD CONGRESS 2013 The Local and Regional Leaders World Summit

### CALL FOR CANDIDACIES

In November 2010, the United Cities and Local Governments World Council will choose the city that will host its prestigious 4<sup>th</sup> World Congress in 2013.

The UCLG World Congress – The Local and Regional Leaders World Summit - is organised every 3 years, it brings together over 3000 local and regional elected representatives and practitioners from around the world.

The three to four-day Congress is organised into plenary sessions, workshops and partner events. These will be complemented by an Urban World Fair. All interpretation shall be provided in a minimum of 3 languages.

Parallel events may be organised by UCLG's institutional and private partners.

The Congress holds the UCLG General Assembly and World Council on its last day of meetings.

The UCLG World Congress aims to be the focal point for the local government world and the primary meeting point for local elected representatives and their partners. The UCLG World Congress will need to build on the networking capacity of the membership and the strong partnerships developed with the international institutions to become the place where the international agenda of local authorities is defined. It needs to be the place where elected officers and practitioners come to meet and exchange experiences.

#### **A major opportunity**

The members of the UCLG World Council are looking for innovative proposals for hosting this world class event. This is a major opportunity for your city, region or Local Government Association, to stand out. Hosting the event offers a window for leaders of the world's cities to learn from your local initiatives and much, much more.

The event will:

- confer long-term prestige on your City, Region or Association and its role in the world-wide municipal movement
- bring over 3000 delegates from 130 countries to your City and Region
- provide you with the opportunity to showcase local government initiatives
- provide opportunities for your private sector partners to present their work to a wide public
- confirm the status of your City, Region or Association and its infrastructure as a world-class conference centre.

The following criteria will be of special relevance when preparing a proposal to hold the 4<sup>th</sup> World Congress of UCLG:

**General:**

- Interest in promoting the values of local democracy and decentralisation in a specific world region;
- Ability to showcase interesting topics on the local government agenda;
- Possibility to support the development of partnerships between the private sector and UCLG;
- Possibility to synergise with other global events.

**The ideal candidate will:**

- Be a Member of UCLG or committed to becoming a member;
- Hold proven logistical capacity to host an event of over 3000 participants, including:
  - Venue which is easily accessible from the hotels
  - Excellent facilities and equipment to facilitate multilingual sessions in parallel
  - Excellent international accessibility: with airport hub and many direct flights from key destinations in different continents
  - Hotel capacity
- Hold proven organizational capacity to host a world-wide event, including:
  - Multilingual organizing team
  - Capacity to contract professional congress organisers
  - Capacity to mobilise resources

**Proposals:**

Proposals should include the following items in one of the three working languages of UCLG (English, French or Spanish):

- A motivation letter explaining why the local/regional Authority would like to host the Congress
- An expressed agreement with the Terms of Reference for the Organization of the UCLG Congress
- Acceptance of the financial and administrative conditions to be defined in cooperation with the Financial Management Committee;
- A concept with ideas on the Congress scope and themes
- A logistical dossier with information about the venues and facilities

**Calendar for the selection process:**

**30 June 2010:** Deadline for submission of applications to the World Secretariat.

Please send to:  
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**September 2010:** Preliminary selection of candidates

**November 2010:**

- Recommendation of a maximum of 3 candidates to the Executive Bureau.
- Recommendation from the Executive Bureau to the World Council
- Formal selection of the host city by the World Council
- Announcement at the closing ceremony of the World Congress