



The Festival of Democracy Participant Handbook

The Festival of Democracy is the associated program of the Forum 2000 Conference. It will include lectures, discussions, exhibitions and other activities connected to the conference itself. The Festival has been created in cooperation with various NGOs, universities and other institutions and offers the opportunity to present civil society activity and initiate open discussions about issues raised at the conference issues from other points of view.

Last year, the Forum 2000 Foundation hosted more than 30 events in Prague and other Czech cities, as well as abroad.

For festival participants, we offer:

- Promotion of the event on the Forum 2000 Foundation's website and the social media accounts.
- Listing the event, date and venue in a special brochure published for the Festival and distributed among Conference participants.
- Presenting the event to the Forum 2000 Foundation's media partners.
- Access to venues with basic technical equipment where required (the capacity of the venue is limited).
- Presentation of the NGO's activities through the stands at Václav Havel Square.

The Festival participants are asked to:

- Fill out the attached registration form and confirm the date, venue, name and abstract by **June 30, 2017** at the latest.
- Using the attached Festival of Democracy badge, sign off on all the promotional materials for the event.
- Promote the event and the Conference itself through your organization's own website, social media accounts and newsletters.
- Visibly display the Forum 2000 logo or Festival of Democracy badge during the event. The logo will be provided to organizers in Prague.
- Provide a final report, photography, and, where possible, audio recordings from the event by **October 25, 2017**. These materials can be used by the Forum 2000.
- Present on a theme that is similar to that of the Conference.

Many events can be included as part of the Festival, as such exhibitions, discussions, film screenings, theatre performances, lectures, concerts, etc. Forum 2000 Foundation reserves the right to choose which events will be included in the Festival of Democracy's program.