In October and November 2019, the “Kampala Initiative” was launched with a series of four public webinars, each focused on a case that illustrates challenges in aid, with a focus on possible solutions to advance solidarity and cooperation. In 2020, the series of webinars will be continued.

Kampala Initiative webinars are the main instrument for attracting a broad audience to a new or current case/process that needs civil society attention and/or action.

How to propose a webinar

- All members (institutions or individuals having signed the Kampala Declaration) and sub-groups of the Kampala Initiative are welcome to propose topics
- Before initiating a webinar, you need to get the formal ‘go ahead’ by the Kampala Initiative programme group
- You can do this by submitting a proposal either:
  - In response to an official call for proposal issued via the Kampala Initiative ‘Beyond Aid’ mailing list
  - Or on a rolling basis directly to Thomas Schwarz (schwarz@medicusmundi.org) and Ravi Ram (phm.esafrica@phmovement.org)
- A proposal should include the following -
  - Clear topic/title
  - Introduction to the topic, with references if relevant
  - Objectives and expected outcome of the webinar
  - Outline of the proposed structure of the webinar (speakers, discussions, time frame)
  - Name and contact for enquiries
- All proposals need to be related to the overall topic of the Kampala Initiative of challenging, transforming and moving beyond aid

All community tools are coordinated and managed by the Kampala Initiative programme group

For more information, please visit the Kampala Initiative website:
https://www.medicusmundi.org/kampalainitiative
How to prepare for a webinar

- Timely planning (programme, speakers, input, PowerPoint) is the responsibility of the organisers. PowerPoint presentations and resources from previous webinars are available on the MMI website here and a good resource to refer to when planning your webinar - [https://www.medicusmundi.org/kampalawebinars/](https://www.medicusmundi.org/kampalawebinars/)
- As a guideline, each webinar could include –
  - Introduction to the Kampala Initiative (can be delivered by a member of the Kampala Initiative secretariat is pre-arranged)
  - Introduction to the theme of the webinar and expected outcomes
  - Presentation/s on the theme of the webinar
  - Moderated discussion/s with webinar participants
  - Summary of discussions
  - Summary of next steps, if relevant including sharing contact information for interested participants
- Promotion of the webinar, including the link on how to join, should go out at least one week prior to the webinar taking place – this should include adding the webinar to the Kampala Initiative website, sending an invitation to the 'Beyond Aid' mailing list, sharing on social media and with other networks/contacts. This will be the joint responsibility of the organisers and the Kampala Initiative programme team and secretariat

How to host a webinar

- Kampala initiative webinars are set-up by the MMI Secretariat on Zoom (subscription by MMI) – there is a maximum of 100 participants per webinar.
- A ‘test’ call will be arranged at least 15 minutes prior to the call to ensure it is working properly
- Moderation and facilitation of the webinar is the responsibility of the organiser – this includes sharing screens with participants and managing PowerPoint presentations, introduction and ‘running’ of webinar, facilitation and moderation of discussions using the ‘raise hands’ function or the dialogue box on Zoom, and closing the webinar

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