During the first meeting of the Forum of the Countries of Latin America and the Caribbean on Sustainable Development an interim committee was established with a membership of over 30 civil society networks and organizations working in the region, with a view to drawing up a proposal for a mechanism/modality of civil society participation in the Forum. Here we present the final version of the proposed civil society participation mechanism. It is the outcomes of a strongly collaborative effort, having been constructed over the last few months by systematizing and analysing different proposals submitted by networks in the region. The present document will be analysed and discussed with representatives of civil society present at the second meeting of the Forum of the Countries of Latin America and the Caribbean on Sustainable Development in Santiago, Chile, on 17 April.

Proposed mechanism/modality of civil society participation in the Forum of the Countries of Latin America and the Caribbean on Sustainable Development

This is a proposal for a comprehensive and structured mechanism/modality of civil society participation with clear and transparent processes whose operation will involve collective, horizontal and self-managed work by the interim committee of organizations and networks working in Latin America and the Caribbean that was set up at the first meeting of the Forum of the Countries of Latin America and the Caribbean on Sustainable Development.

Aim
- To promote broad, democratic, systematic and sustained involvement by organized civil society working to implement and monitor the 2030 Agenda in the region.
- To contribute to full implementation of the Agenda by means of a broad, diverse mechanism combining the efforts of different sectors.
- To create a space of accountability between government and civil society, seeking effective strategies to implement the 2030 Agenda in the Latin America and Caribbean region.
- To organize and coordinate civil society participation in order to ensure effective and formal dialogue with governments, United Nations agencies and regional 2030 Agenda follow-up committees, including broad and effective participation in the Forum.
- To ensure the effective participation of civil society in drawing up the Forum agenda and in the planned events with a view to progressively influencing the position of regional governments so that progress is made in implementing the 2030 Agenda.
- To create further channels of communication with civil society organizations involved in country-level 2030 Agenda follow-up mechanisms.
- To ensure linkage between development agendas in the region, specifically the 2030 Agenda and the Montevideo Consensus.
- To facilitate and coordinate significant and permanent linkage and participation by civil society with ECLAC and member States in the Forum of the Countries of Latin America and the Caribbean on Sustainable Development (in and between sessions) and in the whole process of designing, implementing, monitoring, reporting on and evaluating the sustainable development agenda in the region and platforms related to it.

Cross-cutting principles:
Human rights framework, gender equality, environmental sustainability criteria, transparency and accountability, intergenerational and intercultural approach, progressiveness and interdependence of the three dimensions of development.

Description/operation

Access to all negotiating documents from the drafting stage onward, participation in the discussions where the working methodology and formal programme of activities are decided, provision of inputs to be formally treated as part of the process, involvement in sessions as observers and as participants to lay down a position on the issues under discussion, taking part in plenaries, organizing and participating in parallel events.

A formal seat and voice in plenaries.

Working teams geared towards the mobilization and policy needs identified in the region in order to have a coordinated and effective voice.

Membership of the participation mechanism/modality

Regional organizations and networks working on any of the three dimensions of sustainable development and subscribing to the commitment to further the agenda on the basis of the progressiveness of human rights and the interdependence of the three dimensions of development, and likewise subscribing to the document of principles for civil society participation adopted at the first meeting of the Forum of the Countries of Latin America and the Caribbean on Sustainable Development.

Profile of participants

Must be part of regional coordinating networks and organizations.
Must be following up the agenda at the local, national and/or regional level.
Must have expertise in 2030 Agenda subjects.
Their work must align with:
- the international human rights framework
- the gender equality mainstreaming perspective
- the intercultural and intergenerational perspective
- protection of the environment and ecosystems
- economic justice
- the 2030 Agenda as a whole
- the Montevideo Consensus and its Operational guide
- the United Nations Convention on the Rights of Persons with Disabilities
- and other human rights instruments.

Coordinating committee

It is proposed that the coordinating committee, acting as a "troika" or group that coordinates the coordinating networks, will be responsible for ensuring that the region's civil society organizations are present in all the relevant regional 2030 Agenda follow-up spaces via communication with ECLAC/host governments and the "General Assembly":
- Option 1: 3 representatives (1 for each dimension)
- Option 2: 4 representatives (1 for each dimension + 1 for the cross-cutting working group)
- Option 3: 17 representatives (1 for each SDG) +1 cross-cutting
- Option 4: Between 13 and 20 representatives (1 for each regional coordinating network or 1 for each movement following up the agendas)
- Option 5: Have representatives of 6 subregional groups (1 Central America, 2 English-speaking Caribbean, 3 French-speaking Caribbean, 4 Spanish-speaking Caribbean, 5 Andean and 6 Southern Cone), 18 interest groups (1 women, 2 farmers, 3 fisheries, 4 youth, adolescents and children, 5 migrants, 6 union workers, 7 Afrodescendent persons, 8 persons with or affected by HIV, 9 LGBTI, 10 poor urban persons, 11 persons displaced by disasters or conflicts, 12 small and medium-sized

enterprises, 13 science and technology, 14 persons with disabilities, 15 indigenous persons, 16 older adult persons, 17 domestic workers, 18 local authorities and 19 NGOs) and a liaison committee (in constant contact with an ECLAC counterpart to ensure the involvement and effective participation of the mechanism/modality in intergovernmental processes and negotiations relating to the 2030 Agenda in the region) with an ECLAC counterpart acting as an institutional liaison and working for effective communication throughout the process (in and between Forums).

*What will the selection process be for the representatives of options 1 to 3
*In the case of option 4, it will be left up to each coordinating network or movement to decide who their representative will be.

Given that they will facilitate and organize the groups' voices, it is important to ensure governance, transparency and accountability within the logic of self-organization, as well as plurality, linkage and balance between the three dimensions of development.

Rotation of representation in the coordination unit (to be decided: every 2 or every 3 years, staggered).

Keep open a permanent and continuous channel of information for decision-making and notification of agreements reached.

Coordination
The mechanism will be in constant contact with ECLAC and member States to ensure the mechanism's involvement and effective participation in intergovernmental processes and negotiations relating to the 2030 Agenda in the region.

It will facilitate the participation of civil society organizations in regional, subregional and global processes with a view to presenting the region's positions and perspectives on sustainable development, ensuring that this participation really does contribute to the influence, organization and mobilization of organized civil society with ECLAC.

Linkage – It is important for civil society organizations forming part of the regional coordinating networks to work at the national level. And it will be important for regional coordinating networks to have members who are also part of national 2030 Agenda follow-up mechanisms.

Regional agendas – It is important for regional coordinating networks to systematically coordinate the work of linking the 2030 Agenda and Montevideo Consensus.

Communication
Maintain constant communication with ECLAC and member States to ensure involvement and participation in all processes and negotiations relating to the sustainable development agenda in the region, as well as access to timely information and reception by ECLAC of the mechanism's policy inputs.

Between civil society organizations – via a full e-mail list and teleconferencing. Through the people representing regional coordinating networks or movements.
With ECLAC and host governments – through representatives in our coordinating structure, for the purposes of regional follow-up spaces.

Sustainability and requirements for implementing the mechanism
Funding for mechanism self-management.

Teleconferencing service.

Resources for consultancy services to prepare civil society reports.

Large premises for meetings and forums to ensure broad civil society participation (translation, accessibility for the Forums and documents discussed or whose adoption is sought).

Formal seats and voice throughout the process and the ability to participate continuously (in and between Forums).

What civil society organizations provide:
- E-mail list
- Teleconferencing service
- Part of the resources for attending meetings and forums
- Ability to produce alternative annual reports and position papers identifying challenges and opportunities at the national and regional level
- Technical capacity to make recommendations to governments and participate in parallel events and panels.

ECLAC
- Timely communication to ensure the effective participation of civil society organizations in 2030 Agenda follow-up processes
- Meeting places for civil society organizations at meetings and forums
- Part of the resources to attend meetings, inter-sessional events and forums
- Access to documents and drafts throughout the process
- Access to formal and informal sessions as parties to the process.

United Nations agencies
- Part of the resources to attend meetings and forums
- Opportunities for influence on specific subjects of relevance to the region.

Governments
- Include civil society organizations in official delegations
- Include members of national mechanisms representing civil society organizations in official delegations
- Resources for participation by members of official delegations
- Institutionalize and progressively strengthen participation by civil society organizations and the mechanism in and between Forums in the resolutions and decisions coming out of them.

Forum chair
- Ensure application of the framework of human rights, gender equality, environmental sustainability, transparency and accountability, intergenerational and intercultural approaches and the principle of participation within and between Forums.
- Support ECLAC in the implementation of participation spaces within and between Forums.

Host country or organization
- Have large premises for meetings and forums to ensure broad civil society participation (translation, accessibility).

Transversality

Work by Agenda dimension (social, economic and environmental). Plus a working group to ensure transversality and interdependence between dimensions, goals and targets. The 17 SDGs have to be incorporated into one of these groups. These groups generate follow-up. Each has its own or a shared coordinating committee.

Operativity of the participation mechanism between Forums

What is proposed with this mechanism is an **operating process** that strengthens work between

networks/movements and in turn provides general guidelines for following up the commitments generated by civil society organizations with each regional Forum.

The starting point is a planned proposal for strategic activities and an agreement in the region on some general guidelines, with the idea of contributing to more suitable collaboration strategies, to greater transparency and to more effective progress and learning centred on the 2030 Agenda. As civil society organizations in Latin America and the Caribbean, we recognize the importance of collaborative planning consistent with our interests and our work as protagonists or key actors in our region's sustainable development. Consequently, besides consultation, sharing, transfers and dialogue, among other methods of incorporating inputs and information into the forums, it is just as important at the end of a regional forum to be able to answer the questions "What next?" and "How and when do we make this happen?".

Generally speaking, considering an operating time of 11 to 12 months between forums, the proposed planning basis is:

Time frame (from the conclusion of a regional Forum)	Strategic activity	Responsible actors	Expected outcome
Bimester 1: Post-Forum	Notification and internalization of agreements or commitments	· Bodies coordinating civil society organizations with ECLAC · Coordinating units or bodies by subregion or country · National governments (2030 Agenda coordinating body in each country) · Mechanism designed for the Forum	· Knowledge of the agreements reached at the Forum · Adoption or adaptation of agreements in regional agendas or working plans of civil society organizations associated with the system of participation and of national governments and United Nations agencies in the region
	Identification of strategies	· Coordinating units or networks by subregion or country · Civil society organizations · Thematic, collective and community groups or coalitions, initiatives, etc. · Mechanism designed for the Forum	· Strategies associated with follow-up of agreements

	Participation in and influence on local or subregional planning	· Civil society organizations · Thematic and community groups or coalitions, initiatives, etc. · Mechanism designed for the Forum · Local or subregional institutions (local government)	· Publicization of commitments locally · Appropriate local strategies consistent with regional agreements
Bimester 2: Proposals	Identification of proposals or projects	· Civil society organizations · Thematic and community groups or coalitions, initiatives, working groups, etc. · Mechanism designed for the Forum	· Comprehensive and up-to-date projects or proposals taking account of the new agreements, commitments or needs identified by civil society for the region.
Bimester 3: Implementation	Activities	· Civil society organizations · Thematic and community groups or coalitions, initiatives, etc. · Mechanism designed for the Forum	· Progress in fulfilling the 2030 Agenda
Bimester 4: Mid-stage	Activities	· Civil society organizations · Thematic and community groups or coalitions, initiatives, etc. · Mechanism designed for the Forum	· Progress with the 2030 Agenda
	Identification of advances Notification of advances	· Bodies coordinating civil society organizations with ECLAC · Coordinating units or bodies by subregion or country · National governments (body coordinating the 2030 Agenda in each country)	· Progress with the 2030 Agenda · Transparency · Strengthening of collaboration and networks

	Monitoring/review of institutional advances	· Civil society organizations · Thematic, collective and community groups, initiatives, working groups, etc. · Mechanism designed for the Forum	· Transparency · Effective joint responsibility
Bimester 5: Implementation	Activities	· Civil society organizations · Thematic and community groups or coalitions, initiatives, etc. · Mechanism designed for the Forum	· Progress with the 2030 Agenda
Bimester 6: Preparation for the Forum and direct participation	Invitation to submit information and proposals	· Bodies coordinating civil society organizations with ECLAC · Coordinating units or networks by subregion or country · Mechanism designed for the Forum	· Open and inclusive invitation
	Local preparatory sessions	· Civil society organizations · Thematic and community groups or coalitions, initiatives, working groups, etc. · Mechanism designed for the Forum · Coordinating units or networks by subregion or country	· Significant information on local advances, experiences and learning
	Inclusion of information	· Coordinating units or networks by subregion or country	· Report on progress in implementing the 2030 Agenda from the perspective and experience of civil society with an applied comprehensive approach

Communication and proposals	· Coordinating units or networks by subregion or country · Mechanism designed for the Forum · Bodies coordinating civil society organizations with ECLAC · National governments (2030 Agenda coordinating body in each country)	· Knowledge of progress from the perspective and experience of civil society · Agenda proposals and participation in the Forum
Pre-Forum agreements	· Coordinating units or bodies by subregion or country · Mechanism designed for the Forum · Bodies coordinating civil society organizations with ECLAC · National governments (2030 Agenda coordinating body in each country)	· Confidence-building in the pre-Forum process (legitimization of inclusion strategies and effective representation of civil society in the Forum) · Participation agreements
Participation in the Forum	· Coordinating units or bodies by subregion or country · Networks · Thematic and community groups or coalitions, initiatives, etc. · Mechanism designed for the Forum · Working groups	· Effective civil society participation

General guidelines for operativity between Forums

· By *strategic activities* are meant activities carried out in fulfilment of the agreements and/or commitments entered into at the regional Forum, i.e., between the civil society organizations attending and/or represented at the Forum and ECLAC, along with other United Nations agencies present at the Forum. Strategic activities must be visualized as applicable to the region and will not necessarily coincide with or relate back to the internal activities of each civil society organization or group representing civil society.

· The ultimate outcome of the planning of strategic activities is essentially to fulfil the *commitments agreed* at the regional Forums and attain *greater effectiveness in the participation* of civil society organizations during the Forum sessions and in the overall 2030 Agenda implementation process in each country or subregion.

· Considering that the 2030 Agenda promotes an inclusive comprehensive approach based on the recognition of and respect for human rights reflected in the interrelationships of the 17 SDGs, it is important to consider the

particular or thematic interests of civil society organizations and those arising from vulnerable population groups as coming on top of the jointly agreed strategies and activities. This should not weaken the importance of particular issues or populations but should rather strengthen the consistency of a joint agenda and a common vision.

· Communication and the internalization of agreements or commitments will be primarily a matter for those civil society organizations that attend or are represented at the Forums or form part of this system of participation. Although ECLAC and government agencies have a role in these communications, it is important for civil society to maintain the consistency of its participation in the Forum and the effective follow-up of agreements.

· Subregional strategies will be vital for achieving the commitments accepted and strategic activities undertaken as a region. The territorial scale for organizing subregional strategies can be understood as the sum of local scales (e.g., neighbourhoods, communities, groups, municipalities, departments, states, river basins) moving up to a sum of national scales addressing a particular agenda or common territorial characteristic (e.g., Amazonia, Andes, Caribbean).

· Subregional strategies, and also activities, proposals and monitoring of the implementation of the 2030 Agenda by civil society, should ideally be consistent with other regional agendas or country commitments. This will enhance their impact and avoid duplication of efforts.

· It is important to make commitments visible in the areas of influence corresponding to each civil society organization's field of action by publicizing and internalizing them. This will enhance the potential for effective participation by civil society vis-à-vis the regional and local agendas associated with the progress of the 2030 Agenda.

· By responsible actors are meant those actors expected to work actively to carry out the strategic activity and attain results. Other actors may join them or disengage provided they are committed to the activity at the level or in the territorial space that concerns them.

· Setting out from the commitments taken on during the Forum, any civil society organization participating in this system may develop proposals, projects or initiatives that contribute either to fulfilment of the commitment or to implementation of the 2030 Agenda. These proposals will be the responsibility of the civil society organizations originating them.

· Although the time frame is broken down into bimesters, this *should not be a constraint or limitation* on the performance of the strategic activity. In other words, times can be extended or shortened as deemed necessary, provided the results expected for the next Forum are attained.

· Although each civil society organization will continue to manage its own knowledge or systematize its own experiences, it is important for civil society to generate information on progress regionwide. Considering the scale, this work can be done by networks that are highly representative or have particular experience with the integration and analysis of regional information. It is important for there to be a reliable and accessible shared virtual space or platform for integrating this information. The systematization of experiences should ideally be consistent with the indicators associated with the 17 SDGs at their different scales, prioritizing from the local to the regional.

· Observation and monitoring of 2030 Agenda implementation processes from the local to the regional levels will be linked to the 2030 Agenda-related plans and agreements entered into by each country. On the basis of this observation, recommendations may be submitted to both the relevant government authorities and United Nations agencies.

· Depending on the progress made and activities carried out, the civil society organizations participating in the system will generate prior agreements on work oriented towards direct participation in the next Forum.

· When participating in the Forum, civil society organizations that attend as representatives of this system of participation will recall and share internally agreed advances and proposals, always in a way that reflects the vision, experience and interests of civil society groups that are unable to attend the Forum.

Interim committee of organizations and networks working in Latin America and the Caribbean formed at the first meeting of the Forum of the Countries of Latin America and the Caribbean on Sustainable Development

Adler Bynoe, Caribbean Coalition on Sexual & Reproductive Health & Rights, Antigua & Barbuda.

Dona Da Costa Martinez, Caribbean Coalition on Sexual & Reproductive Health & Rights, Antigua & Barbuda.

Yibeli Ortiz Badillo, Colectivo México Solidario, Mexico

Cecilia Castro García, Centro de Investigación y Estudios para el Desarrollo y la Igualdad Social, Mexico

Alma Guerrero Zapata, MEXFAM Fundación Mexicana para la Planeación Familiar A.C., Mexico

María Aparecida de Matos, Rede Amazonia Negra, Brazil

Novia Andree Steciles Augustin, Refuge des femmes d'Haïti, Haiti

Dean Lermen, Unión Latinoamericana de Ciegos, ULAC - International Disability Alliance, IDA, Colombia

Maximiliano C. Estigarribia, Mesa de Articulación/ETIS, Argentina

Mariano Gutiérrez Olivar, My World Morelos, Mexico

Camila Croso, Latin American Campaign for the Right to Education (CLADE), Brazil

Hortencia Hernández Méndez, Observatorio de la Complejidad Urbana, Mexico

Alessandra Nilo, LACCASO, Brazil

Raquel Jiménez Acosta, Reforestamos México, A.C., Mexico

Patricia Horna, MMI-LAC, Peru

Lucía, Iniciativas Sanitarias, Uruguay

Nayeli Yoval Segura, Red Latinoamericana y Caribeña de Jóvenes por los Derechos Sexuales, Mexico

Javier Pineda Olcay, Alianza LAC de Juventudes, Chile

Marisa Viana, RESURJ Realizing Sexual and Reproductive Justice, Brazil

Mariana Mancilla Mendoza, Vecinas Feministas por la Justicia Sexual en América Latina y el Caribe

Oriana López Uribe, Balance Promoción para el Desarrollo y Juventud, A.C., Mexico

Danaé Espinoza, Movimiento de Jóvenes Latinoamericanos y Caribeños frente al Cambio Climático, CLIC!, Mexico

Jorge Freyre, Latin American and Caribbean Chapter of the Global Movement for Children MMI LAC - Save the Children, LAC regional office, Uruguay

Merline Louis, Refuge des Femmes d'Haïti, Haiti

Maxeau Balthazar, Refuge des Femmes d'Haïti, Haiti

Diana Siller, Plataforma Efecto/JADE Justicia Ambiental y Derechos Humanos, Mexico

Rosalva Landa, JADE Justicia Ambiental y Derechos Humanos, Mexico

Patricia Jaramillo, Red de Educación Popular Entre Mujeres REPEM, Colombia

Josefina A Valencia Toledano, Clóset de Sor Juana, Mexico

Roberto Pérez Baeza, International Lesbian, Gay, Bisexual, Trans and Intersex Association Latin America & Caribbean, ILGA LAC.

Tania Martínez, ACT2030!, Mexico

Emilia Reyes, Equidad de Género, Ciudadanía, Trabajo y Familia, Mexico

Anibal Cabrera Echeverría, Alianza de Organizaciones de la Sociedad Civil para Eficacia de la Cooperación y el Desarrollo.