

The future is in your hands



Conference on the Future of Europe

How to organise events

The Conference is a grass-roots democratic exercise that prioritises ideas and initiatives from European citizens. People from all over the EU can join the discussions on our common future about what matters for them. They can do that by participating in events or organising their own events under the umbrella of the Conference. This is possible through the multilingual digital platform (<https://futureu.europa.eu>), available in 24 languages.

What kind of event can I organise?

- Everybody can organise events related to the Conference.
- The events can take place in person, online or in a hybrid format.
- The events should be participatory, inclusive, future-oriented and respectful of the [Charter of the Conference](#). You can draw inspiration from formats proposed in the toolkits.



Make your voice heard

#TheFutureIsYours
<https://futureu.europa.eu>

How can I participate?

- You can browse a map of all registered events, choose and attend an event, even without being registered on the Platform.
- You can organise an event, register it on the platform and report back with ideas from the event, creating an account.



How can I register the event on the platform?

It is easy. Follow the main steps:

- Register yourself or the organisation on the platform, if not done yet.
- Fill a form with title, description, type, theme, address, video-conference link, start and end time, registration type. You can use one of the EU's 24 official languages.
- Read the Charter and check the box, saying I agree to the Charter.
- Click on “create” and your event will appear on the list of events and on the map.



You can organise an event as an individual or on behalf of an organisation (association, NGO, etc.), by putting the name of this organisation as a name when registering.

How do I report on my event?

In order to share the conclusions emerging from your event, you need to write a brief report and fill it online.

Please also post on the platform the concrete ideas suggested and link them to the event, so that they can feed into the successive deliberations.

In the event report, include the following information:

- the type of event
- the number of participants and their demographic background (e.g. age, gender)
- the main subjects discussed and ideas suggested
- the arguments that led to these ideas
- the general atmosphere and expected follow-up

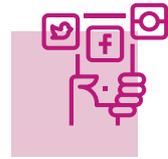


For more details, please consult the [Guide for event organisers](#) available on the platform.

Remember: It is crucial to create an event report and link it to the ideas on the platform for the Conference to be effective.

How can I mobilise people to stay engaged?

After the event, encourage people to read the report on the Conference platform, to continue the debate by staying in touch through the Conference platform, and to propose new ideas or comment on other people's ideas.



TIPS

- A set of [toolkits](#) will guide you step by step and help you prepare, host your event and report back on its conclusions.
- You should use the Conference visual identity, [campaign material](#) and other [communication tools](#) for communicating your event and disseminating information.
- Contact the nearest European Parliament Liaison Office, Commission Representation or Europe Direct Information Centre, if you need support and guidance.

What happens with the citizens' contributions on the Platform?

Consult the infographics on the [process](#) and the [timeline](#).



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