



**International
Water
Resources
Association**

**DETAILED TERMS OF REFERENCE
TO HOST
THE XIX WORLD WATER
CONGRESS, 2025**

The purpose of this document is to explain the process of selecting the host for the XIX World Water Congress, and describe in detail the various roles and responsibilities.





ABOUT THE WORLD WATER CONGRESS



The World Water Congress is an event that is held every two to three years under the auspices of IWRA in different cities around the world. Its objective is to provide a meeting place to share experiences, promote discussion, and present new knowledge, research results and developments in the fields of water sciences and policy around the world. For nearly five decades the World Water Congresses have become one of the most respected and anticipated events for the identification of major global themes concerning the water agenda and for bringing together large cross-sections of between 1,000 to 2,000 stakeholders for the development and implementation of decisions in the field of water.

The advantages of organising the World Water Congress are many and varied, depending on the wishes and the objectives of the hosts. The Congress is one of the longest running international water events. The first Congress was held in 1973 on the theme of the "Importance and Problems of Water in the Human Environment in Modern Times" and formed part of the international water community's first earnest attempts to address global water issues (e.g. the ground-breaking Stockholm Declaration of 1972 and the Mar del Plata conference of 1977). Since then the Congress has been held in various countries, each time attracting high profile international attention and bringing together major water stakeholders.

The Congress has a proven record of highlighting and addressing emerging developments and leading the process of thinking through how to tackle global water management issues. For example, the 1994 IWRA World Water Congress in Cairo resulted in the resolution creating the World Water Council. In 2008 the process of organising the Congress helped the city of Montpellier create the critical mass and local synergy needed among water stakeholders that eventually gave rise to the newly created National French Water Cluster. Another more recent example from 2015 is the international spotlight and momentum that the Congress brought to Scotland's ambitious Hydro Nation programme.

The organisers of the XIX World Water Congress would be expected to attend the XVIII Congress and work to create links with the XIX Congress.

BENEFITS OF HOSTING THE XIX WORLD WATER CONGRESS

LEADERSHIP

Generates high international focus on the host city and country regarding water resources – in particular for researchers, universities, think tanks, decision-makers, water authorities, private companies and non-government organisations.

COLLABORATION

Helps to build synergy within the local and national water community. This facilitates cooperation, fosters a constructive dynamic and opens new opportunities in the water sector.

REPUTATION

Promotes local and national water expertise on a global scale. The Congress provides a platform to contribute to international scientific and policy debates about key water issues.

REVENUE

Provides economic and tourist benefits for the city with the arrival of Congress participants.

PROFILE

Promotes the city and country at the international level: underlining its capacities, research excellence, policy relevance and ability to contribute to the global water sector.

RECOGNITION

The World Water Congress is a well established and globally recognised event in the water sector. IWRA commits to aiding the hosts to mobilise the media/press and other international organisations.

EXPERTISE

The World Water Congress brings various high-level experts as speakers and award recipients, and attracts high-level personalities, including well-known politicians and heads of large international organisation.

NETWORKING

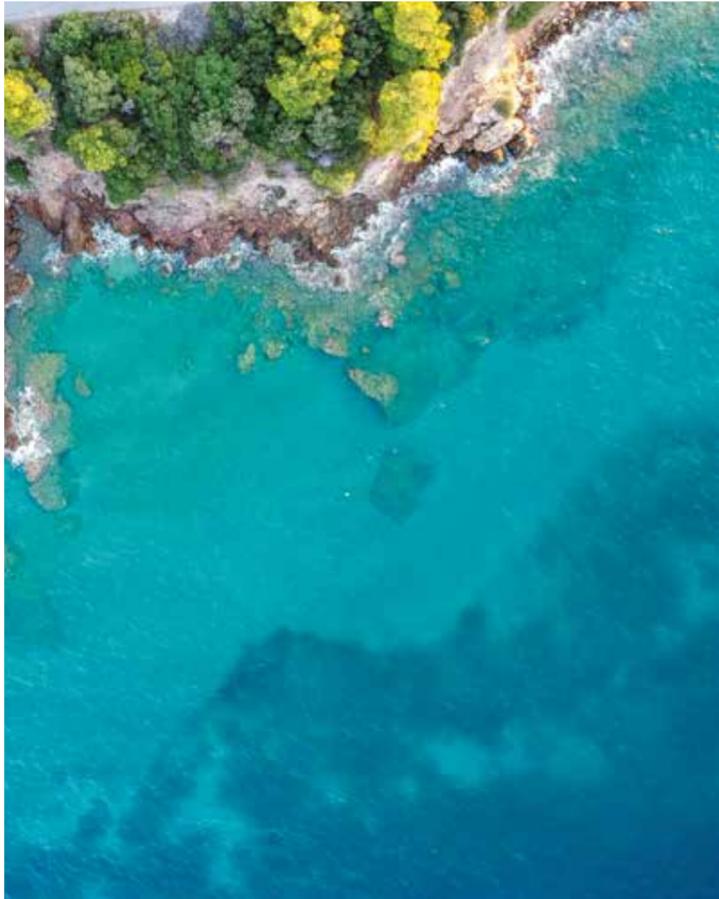
Provides excellent opportunities for networking with the international water community.



© Samara Doole



ABOUT IWRA



IWRA is an international, non-governmental, non-political, non-profit, and development-oriented association. It has been consistently recognised and respected as a leading advocate in advancing the understanding and management of water resources worldwide since its establishment in 1971. The members of IWRA are from all parts of the world and represent every profession and academic discipline involved in the sustainable management of the world's water resources.

IWRA aims to build and strengthen partnerships and mechanisms to address water resource problems worldwide. It provides a global, knowledge-based forum for bridging disciplines and geographies by connecting professionals, students, policy-makers, corporations and institutions who are concerned with the sustainable use of the world's water resources. The Association strongly endorses and promotes water resources education and research based on sound scientific, social and ethical principles, worldwide and for all sectors of society. IWRA seeks to continually improve water resource decision-making by improving our collective understanding of the physical, ecological, chemical, institutional, social, and economic aspects of water.

SPECIFICALLY, IWRA AIMS TO

- Provide international, regional and national fora for water resources issues;
- Enhance the quality of knowledge used for decision-making;
- Promote cutting-edge research that improves understanding of water resource issues and policy options;
- Improve global access to water related information;
- Facilitate exchanges of information and expertise between countries and professions; and
- Network with complementary organisations.

IWRA ACTIVITIES DESIGNED TO ACHIEVE THESE AIMS INCLUDE

- The World Water Congress;
- Publication of Water International, the official journal of the Association;
- Publication of definitive books on different aspects of water management;
- Development of specific projects on main water topics with key partners;
- Co-sponsorship of major conferences, symposia seminars and workshops;
- Maintenance of an interactive website and social media channels;
- Organisation of webinars and production of Policy Briefs; and
- Participating in and undertaking various research activities.

APPLICATION PROCESS

STEP 1 EXPRESSIONS OF INTEREST

Expressions of Interest should be addressed to the President of IWRA, Professor Gabriel Eckstein, and emailed to office@iwra.org no later than December 31st 2021.

Expressions of Interest should be a maximum of 2 pages, stating:

- Who would host the Congress
- Where the Congress would be held
- What is the preferred date for hosting the Congress (in 2025)
- What is the motivation to host the Congress
- What institutional resources are available to support hosting the Congress
- Agree with the basic terms of reference

STEP 2 FULL APPLICATIONS

The Expressions of Interest will be reviewed by the IWRA Congress Committee and approved candidates will be requested to submit a further full application to host the XIX World Water Congress.

The full applications should be submitted in both digital format to office@iwra.org and c.clench@iwra.org and a hard copy sent to IWRA Executive Office, 51 rue Salvador Allende, 92027 Nanterre Cedex, France, no later than June 30th 2022.

The full applications should include the following:

- 1. An official proposal letter from the head of the bidding organisation.**
- 2. A detailed proposal explaining:**
 - a. Experience of the bidding organisation in the water sector;
 - b. Examples of past events organised by the bidding organisation;
 - c. Suitability of the proposed location (description of conference facilities for plenaries, concurrent sessions, exhibitors, posters, side events, press conferences, interpreter facilities and VIPs; local accommodation, transport links, technical/cultural visits; hotel and other accommodation options; visa requirements; engagement with local community educational programmes, etc.);
 - d. Key partners within and outside the country, and links to other international water events;
 - e. Proposed timetable/milestones to organise the Congress, including delivery of the website, communications, promotional material/activities, registration, etc.);
 - f. A proposed overarching theme for the Congress with justification, which will be agreed upon in conjunction with IWRA if the bidder's application is accepted.

3. Financial considerations

- a. Demonstrate financial stability of the bidding organisation and capacity to finance the proposed budget directly and/or through identified sponsors.
- b. Proposed budget to host the Congress, including:
 - The Congress hosting fee paid to IWRA;
 - All travel, accommodation and incidental expenses related to a site visit of the conference venue for the IWRA President, Executive Director and Chair of the International Scientific Committee 18 months prior to the Congress.
 - Travel, accommodation and Congress registration costs to the venue for a minimum of 20 individuals to be nominated by IWRA (e.g., keynote speakers, IWRA President and certain Board Members, IWRA's Executive Director, the ISC chair, etc.).
 - The registration fees of all Past Presidents of IWRA, current IWRA Board members and IWRA staff will be waived by the organisers.
 - Agreement that the entire financing of the organisation of the Congress is the responsibility of the bidder; IWRA shall not be exposed to any financial losses incurred through the organisation or hosting of the Congress.

4. Acceptance of the Terms of Reference of this document.

5. Contact details of the bidding organisation, key contact person and team members who will work on the Congress preparation.

STEP 3 DECISION BY THE IWRA EXECUTIVE BOARD

Following a review of the full applications of all bidders, a report will be made to the IWRA Executive Board for its selection of the preferred candidate. Following deliberation and a vote by the Executive Board, the winner will be informed of the result in due time to be able to attend the XVIII Congress.

STEP 4 SIGNING THE MEMORANDUM OF AGREEMENT

A Memorandum of Agreement will be negotiated and signed in advance of the XVIII World Water Congress. In principle, the Agreement will be signed by both the accepted bidder and IWRA to allow time for preparations prior to the XVIII World Water Congress.

STEP 5 ANNOUNCEMENT OF THE WINNER

The Host of the XIX World Water Congress will attend the XVIII World Water Congress to announce their successful candidature and to create links to the XIX Congress.

BASIC TERMS OF REFERENCE



The applicants to host the XIX World Water Congress must acknowledge agreement with these basic terms of reference when submitting their Expression of Interest:

- The Host organisation shall pay a minimum fee of €550,000 to IWRA to host the Congress, paid in agreed instalments.
- The Host organisation shall send representatives to the XVIII World Water Congress to announce their successful candidature, and create links to the XIX Congress.
- The Host organisation agrees that the XIX Congress will last for 5 consecutive days, starting on a date of their own choosing, and with consideration to the expected timing of other significant water conferences such as World Water Week, as well as any significant holidays and other global events.
- The Host organisation shall prepare and manage the Congress website and brochures to promote the XIX World Water Congress, ready to go live 12-18 months prior to the Congress.
- The Host organisation shall establish and make available a collaborative online platform to collect and assess abstracts and special session proposals, linked to the online registration system in order to match submissions with registrations to support the work of the ISC during the preparatory process of the Congress. This platform will be ready to go live 12-18 months before the XIX Congress.
- The Host organisation agrees to hold monthly update teleconferences with the IWRA Executive Office beginning 24 months before the XIX Congress.
- The Host organisation agrees to arrange and pay for all travel, accommodation and incidental expenses related to a site visit of the conference venue for the IWRA President, Executive Director and Chair of the International Scientific Committee 18 months prior to the XIX Congress.
- The host organisation agrees to cover Congress registration fees, hotel costs, and travel costs for a minimum of 20 individuals to be nominated by IWRA (e.g., world water envoys; keynote speakers, IWRA President and certain Board Members, IWRA's Executive Director, the ISC chair, etc.)
- The registration fees of all Past Presidents of IWRA, current IWRA Board members and IWRA staff will be waived by the organisers.
- The registration of up to 25 rapporteurs working on the congress proceedings, and daily social media and news updates for the Congress, will be waived by the organisers.
- The registration for any keynote speakers in plenary sessions, (opening ceremony; up to three high level panels; closing ceremony), will be waived by the organisers.
- The Host organisation agrees to work with the IWRA Executive Office to prepare official invitations for VIP and keynote speakers at least 12 months prior to the XIX Congress.



The detailed Terms of Reference for expressions of interest to host the XIX World Water Congress can be accessed on request by contacting IWRA Executive Office at congress@iwra.org

The IWRA Executive Office is happy to field any questions on hosting the XIX World Water Congress.

PLEASE CONTACT
IWRA Executive Office,
51 Rue Salvador Allende,
92027 Nanterre Cedex,
France

Tel: +33-1-41-20-16-28
Email: office@iwra.org
