



Linking Knowledge to Policy and Action for Food and Livelihoods

CALL FOR CASE STUDIES, VIDEOS, PHOTO COLLAGES, POSTERS

GENERAL INFORMATION

The **call** for **case studies, videos, photo collages** and **posters** for the International Conference on *Innovations in Extension and Advisory Services: Linking Knowledge to Policy and Action for Food and Livelihoods*, 15-18 November, Nairobi, Kenya is **now open**. This call is in addition to the call for papers and aims to provide opportunities for all voices to be heard; especially farmers, extension agents and other experts who would prefer not to submit a paper. The case studies, videos, photo collages and posters should demonstrate extension and advisory services in action and the impact of the various interventions on the ground. The organizers are looking for examples of **good/best practice** to provide lessons for future extension and advisory services that can respond effectively and efficiently, especially with respect to meeting the needs of smallholder farmers, marginalized rural communities, women and youth.

Your **200-300** word **abstract** must reach the organizers by **15 July, 2011** to be considered for inclusion in the Conference. Entries can be submitted in English, French or Spanish to extension2011@cta.int with a copy to info@fara-africa.org and info@g-fras.org.

CONFERENCE THEMES

Your case study, video, photo collage or poster should correspond to one or more of the four main cross-cutting conference themes:

1. **Policy:** Government policy shapes the structure, functioning and performance of extension and advisory services in different ways. **What** are the good/best practices or failures in policy that have supported or hindered innovations in extension and advisory services? What **policy instruments** worked or did not work? Did they contribute to increased accountability, efficiency, empowerment and impact? Are there **lessons** for reforming governance structures and attracting public and private investments in extension and advisory services? **Can they** guide governments to support extension and advisory services as public goods? **What mix** of regulations, goods and services is most appropriate for offering extension and advisory services that meet country-specific goals? What research is needed to fill the knowledge gaps?
2. **Capacity Development:** The capacities that are needed to bolster innovations in extension and advisory services are multiple and varied. Smallholder farmers and marginalized communities need to articulate demand, succeed in agribusiness and monitor and evaluate the performance of the services. Extension personnel need to deliver high quality, cost effective, efficient services as well as monitor and evaluate their impact. **What** new knowledge, skills, and infrastructure were identified as needed to meet the expanded role of extension and advisory services?

How best can the capacity of the actors be strengthened in the short to medium term? What types and level of investments were needed or have been projected? What are the good/best practices in capacity development? What research is needed to fill the knowledge gaps?

3. **Tools and Approaches:** Several tools and approaches have been piloted to improve extension and advisory services. What innovative tools (including the use of ICTs and the mass media) and approaches are proving effective in improving the delivery of these services? What has been the impact on structure, functioning and performance of these services? Have they been up- and out- scaled? If not, how can this be achieved to ensure quality, cost effectiveness, sustainability and impact on agricultural productivity, sustainable livelihoods and natural resource management? Have the lessons and good/best practices been shared within countries and across regions with policymakers, development actors and extension practitioners? How and what were the results? What are your recommendations for future knowledge sharing?
4. **Learning Networks:** Innovation is needed to trigger socio-economic development especially development that benefits the poor and **learning** is essential to innovation processes. Such processes in turn hinge on the effectiveness with which the learning of farmers can be integrated, and how researchers, extension and advisory agents and other actors learn, participate in and add value to such networks. When was **the** learning network(s), who were involved and how did the various actors relate to and learn from each other? At what scale did the network(s) work? What was the role of the extension and rural advisory services within the network(s)? What was the impact on agricultural and rural innovation processes, and what lessons were derived? **Did** the network(s) **contribute to increased efficiency and effectiveness** of the extension and advisory services and how? What **institutional arrangements** need to be put in place to support lifelong learning by farmers and other key actors? How can the experiences and lessons be shared within countries and across regions with policymakers, development actors and extension practitioners? What are the major knowledge gaps and what research is needed to address these gaps?

COPYRIGHT PROTECTION

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ENTRY CONDITIONS

Entries are encouraged from farmers, farmers' organizations, extension agents and other advisory service providers from the public or private sector, researchers, academicians, policymakers, nongovernmental organizations and development agencies.

Entries will be preselected by the Technical Committee for the selected Conference theme using pre-established criteria. Submissions which are in keeping with the Conference themes, provide lessons and demonstrate impact (including potential) on farmers, farmers' organizations and livelihoods and improvements in the delivery and effectiveness (including cost effectiveness) of extension and advisory services, policy and practice will be given due consideration. Where possible, opportunities will be provided for contributions that are not shortlisted for presentation in the main Conference programme to be showcased at the exhibition and market place. The International Steering Committee has responsibility for making the final decision.

The deadline for receipt of abstracts (200-300 words maximum) is **15 July 2011**. All approved **abstracts** will be published in the Conference Programme. Abstracts should be submitted in **MS Word 2003 – 2007 or compatible format**. PDF files will be rejected. Entries which are received after **15 July, 2011** will not be considered.

Notification of approved abstracts will be announced by **15 August, 2011**. **Successful applicants will then be invited to submit their full case study, video, photo collage or poster.**

All case studies, videos, photo collages and posters must reach the organizers by **30 September 2011**. Entries received **after 30 September** will not be considered. All **approved** case studies, photo collages and posters will be published in the **Conference Proceedings** which will be published in 2012.

1. GUIDELINES FOR CASE STUDIES

Case studies should be submitted in Times New Roman, in **MS Word 2003 – 2007 or compatible format**. Case studies should be as concise as possible, maximum 4 - 6 pages, including figures and tables. An average page of text should contain about 500 - 800 words. The paper should be organized as follows:

A. TITLE AND AUTHOR(S)

Titles should be in 14 point BOLD CAPITALS. The names of author(s) should be in 12 point bold upper-lower font. Do not prefix names with Mr./Ms./Dr./Prof. Initials are followed by a period. If two initials are listed, do not include a space between them but provide a space before the family name. The family name is always presented after the given name, even for those countries that use a different sequence (accents should be kept in names so as not to violate their spelling rules). Provide complete mailing addresses including telephone and fax numbers and email address – use 10 point font.

B. KEYWORDS

List five to seven keywords not used in the title. These should be located under the abstract. Use 12 point bold upper-lower font.

C. ABSTRACT

The abstract should be crisp and informative and should not exceed 200-300 words in a single paragraph. It should contain a concise but comprehensive statement of the problem, scope and objectives of the intervention, methodology, summary of the results and conclusion. The entire abstract should be in bold type. The first line of the abstract should be indented. Use 12 point BOLD CAPITALS.

D. INTRODUCTION AND OBJECTIVES

This should include a statement of the problem or challenge and the scope and purpose of the action/intervention/investigation/research/project. References to previous work should be included.

E. METHODS, TOOLS AND APPROACHES

Describe concisely the materials, methods, tools or approaches used and the organizations involved. An indication of the statistical methods used to analyze data should be included as appropriate.

F. RESULTS AND DISCUSSION

Describe results (what happened/changed) and impact of interventions and lessons learned. Reserve interpretations, speculations and conclusions for the next section.

G. CONCLUSIONS AND RECOMMENDATIONS

Conclude with a discussion of the results, reasons for impact achieved or not achieved and lessons learned. Make recommendations for the future e.g. for up and out scaling or not, where relevant.

Note. Use 12 point BOLD CAPITALS for major headings namely INTRODUCTION, METHODS, RESULTS AND DISCUSSION AND, CONCLUSIONS.

2. GUIDELINES FOR VIDEOS

The video should not exceed three to five (3-5) minutes. It should tell a story which demonstrates extension and advisory services in action and the impact on agricultural communities. Include acknowledgements as appropriate. All film and video submissions must be delivered in digital formats: mini DV or DVD or YouTube). **Entries MUST be NTSC or PAL format.**

3. GUIDELINES FOR PHOTO COLLAGES

The photo collage should be made up of a selection of captioned photos which together tell a story that demonstrates extension and advisory services in action. The approved abstract should be featured at the top of the photo collage. The photo collage should not exceed 50 cm X 70 cm. Include acknowledgements as appropriate.

4. GUIDELINES FOR POSTERS

The final poster should be clear, attractive and properly labelled and demonstrate extension and advisory services in action and the resulting impact. The approved abstract should be included on the poster. Posters should not exceed 50 cm X 70 cm. Include acknowledgements as appropriate.

5. OTHER GENERAL GUIDELINES

Acknowledgements

Acknowledgement of sponsorship, support from colleagues or professional associates is appropriate but avoid acknowledgement of routine secretarial help or family members.

Spacing and Indentations

Text for case studies should be “single spaced” and “justified” in order to fill the entire printable area. Provide a hanging indent (0.6 cm) on the second line of the Keywords and Literature Cited references. First lines of all paragraphs should have a 1.25 cm indentation except those that immediately follow subheadings. Do not include blank lines between paragraphs within a section.

Spelling

Uniformity and correctness for English, French or Spanish are required. Latin words or phrases and very common expressions such as “i.e.,” “e.g.,” “et al.,” “in vitro,” “ex vitro” and “etc.” should follow established rules. The expression “etc.” for “and so forth” should be used only with series, such as 1, 2, 3, etc.

Units

Use the metric system exclusively. Use abbreviation L for liter, mg/L for milligram(me) per liter, ml for milliliter, and t for tonne (metric ton). SI units can be used where appropriate.

Citations and Literature Cited

Citations to references in text provided are listed chronologically surrounded by parentheses with the following format: (Peters, 1950; Jones and Smith, 1990; Brown et al., 1999). If there are two authors with the same name that have published in the same year, initials may be used to avoid confusion. Note: “et al.” is used for three or more authors. Include the surname or initials of Citations to personal communications within the text, not in the Literature Cited section. The date is optional. Thus: (A.B. Peters, pers. commun.) or (A.B. Peters, pers. commun. 2001). Literature cited should only include references used in the paper. List the authors in alphabetical order, letter by letter, and in Chronological order for publications of the same author(s). Do not use a comma before “and” after the penultimate author. Do not use an issue number if the journal uses consecutive numbers for each volume. In the format that follows, note that in all cases the given name or initials follow the family name.

Journal Paper:

Navazoi, J.P. and Simon, P.W. 2001. Diallel analysis of high carotenoid content in cucumber. J. Amer. Soc. Hort. Sci. 126:100-104.

Van Os, E. and Benoit, F. 1999. State of the art of Dutch and Belgian greenhouse horticulture and hydroponics. Acta Hort. 481:765-767

Book:

Darrow, G.M. 1966. The Strawberry: History, Breeding and Physiology. Holt, Rinehart and Winston, New York.

Chapter in Book:

Daubeney, H.A. 1996. Brambles. p.109-190. In: J. Janick and J.N. Moore (eds.), Fruit Breeding, Vol. 3, Nuts. Wiley, New York.

Chapter in Conference Proceedings:

Aviram, M. and Fuhrman, B. 1998. Tomato lycopene and -carotene inhibit LDL oxidation. Proc. Tomato and Health Seminar. Pamplona, Spain 25-28 May. p. 45-52.

Website:

Food and Agricultural Organization. 2002. www.fao.org

Abbreviations. Do not abbreviate single words. Do not abbreviate states or provinces of countries. When in doubt do not abbreviate. Commonly used abbreviations are as follows:

- Abstract - Abstr.
- Academia - Acad.
- Advances - Adv.
- Agriculture - Agri.
- Agronomy - Agron
- American - Amer.
- Conference - Conf.
- Genetics - Genet.
- Horticulture, -ae, -al Hort.
- Institute - Inst.
- International - Intl.
- Japanese - Japan.

Tables and Figures

Tables and figures are to be included at the end of the case study report in that sequence or integrated in the posters, videos, photo collages as appropriate.

