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# West Africa R&I Culmination Workshop Agenda

December 2 – December 6, 2019

Niamey, Niger

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## Workshop Purpose

To bring together USAID staff and development food security activity (DFSA) implementing partners to jointly review the implications of Year 1 findings on activity design and implementation plans, and agree on the way forward.

## Workshop Objectives

- Review the learnings from formative research, pilot studies, community consultations, government engagement, and other key Year 1 efforts.
- Refine the activity design and implementation approaches based on the learnings from various studies, the insights provided by stakeholder analysis and consultations, including collaboration with key RISE and other non-FFP stakeholders.
- Identify remaining knowledge gaps and develop initial plans for continued learning, knowledge sharing, and activity adaptation beyond the refinement year.
- Address any outstanding PREP questions.

## Expected Deliverables and Outputs

- Collaborative USAID-IP workshop proceedings form the basis for revised TOC and implementation plan submissions.
- It is the IP's responsibility to transform workshop proceedings into fully revised TOC and implementation plan deliverables.

## Pre-workshop: Monday, December 2

Time	Session A: Main Conference Room	Session A: Lead	Session B: Breakout Room 1	Session B: Lead
9:00-9:20	<b>Opening</b>	<i>FFP/IDEAL</i>		
9:30-11:00	<b>Social Behavior Change (SBC)</b>  Prioritization exercise with an SBC focus on programming activities  SBC strategy development/finalization and FFP expectations	<i>Mike M. Breakthrough Action</i>		
<b>11:00-11:15</b>	<b>BREAK</b>			
11:15-13:00	<b>Integrating Theory of Change (TOC) with M&amp;E plan and learning agenda</b>	<i>Laurie, Diana, Arif</i>	<b>Agriculture/Natural Resource Management (NRM)</b>  World Food Programme (WFP) presents on farmer led natural regeneration	<i>Adam, Charlie, Andrea, WFP</i>
<b>13:00-14:00</b>	<b>LUNCH</b>			
14:00-16:00	<b>Gender</b>  Clarify FFP recommended approaches to apply gender and youth findings and modify implementation plans	<i>Kavita</i>	<b>Water, Sanitation, and Hygiene (WASH) in the West Africa DFSA context</b>	<i>Rebecca, Kyla, Winrock</i>
16:00-17:00			<b>Governance and social accountability in the West Africa DFSA context</b>	<i>TBD</i>

## Main Workshop: Tuesday, December 3

Time	Topic	Purpose/Session Details
8:30-8:50	Plenary Opening	Welcome and USAID's Office of Food for Peace (FFP) team introductions
8:50-9:10	Goals & Objectives	Agenda overview, venue logistics, and daily feedback mechanism
9:10-9:30	Icebreaker	Meet and greet across countries, activities, and institutions
9:30-10:30	Year 1 Overview	<p><b>Purpose:</b> To share updates on:</p> <ul style="list-style-type: none"> <li>• Status of stakeholder engagement, including community consultations, collaboration with Rise II partners, and other development partnerships that will be promoted</li> <li>• Formative research, including pilot studies</li> <li>• Staff capacity development</li> </ul> <p>Chiefs of Party (COPs) share high-level updates in plenary</p> <p>COP Panel reflects on which Year 1 efforts have had the most impact on efforts to refine activity design and adapt implementation plans, and why these efforts were so informative</p> <p>Audience Q&amp;A</p>
<b>10:30-10:55</b>	<b>BREAK</b>	
11:00-12:15	RISE II Overviews	<p><b>Purpose:</b> To share updates on activity design, implementation, and current collaboration status for older RISE II awards, to introduce newly-awarded activities</p> <p>SRO - RISE II General Overview/update on what's in the pipeline</p> <p>Q&amp;A on pipeline</p> <p>RISE II plenary overviews</p> <p>World Café' Q&amp;A: Each RISE II partner and SRO (pipeline) hosts a discussion table for individual Q&amp;A</p>
12:15-13:00	Stakeholder Engagement	<p><b>Purpose:</b> Cross-DFSA learning and reflection on all forms of stakeholder engagement efforts</p> <p>Small discussion groups of mixed DFSA staff and FFP</p> <ul style="list-style-type: none"> <li>• Community consultation (4 tables)</li> <li>• Government Engagement (2 tables)</li> <li>• Local organizations/CSO (2 tables)</li> </ul>
<b>13:00-14:00</b>	<b>LUNCH</b>	
14:00-14:30	Formative research findings &	<p><b>Purpose:</b> Cross-DFSA learning</p> <p><b>Plenary Gallery Walk:</b> Participants read and comment on formative research assessment findings and overview of current collaboration status with RISE II partners</p>

	RISE II collaboration	
<p>14:30-16:40</p> <p><i>Includes self-regulated break</i></p> <p><i>Coffee/tea service available after 15:30</i></p>	<p>TOC adjustments by thematic area/purpose</p>	<p><b>Purpose:</b> Cross-DFSA learning</p> <p>Facilitated review of implications of data on activity design and implementation plans in three breakout rooms. Relevant RISE II partner in each room:</p> <ul style="list-style-type: none"> <li>• Group 1: Nutrition/Health/WASH</li> <li>• Group 2: Income/assets/production</li> <li>• Group 3: Governance/collective action/DRM</li> </ul> <p>Discuss key learning from the refinement period</p> <p>Key areas of focus are:</p> <ul style="list-style-type: none"> <li>• What did you learn that you did not know?</li> <li>• What interventions must be prioritized and which can be eliminated? Why? <ul style="list-style-type: none"> <li>○ Clarifications on any necessary RISE II collaboration in order to make prioritization decisions.</li> </ul> </li> <li>• How are similar findings manifesting differently in the various TOCs?</li> </ul>
<p>16:40-17:00</p>	<p>Plenary Closing</p>	<p>Review Day 1 key takeaways, outline Day 2 work, and address questions/concerns from feedback flipcharts</p>

## Main Workshop: Wednesday, December 4

Time	Topic	Purpose/Session Details
8:30-9:00	Plenary Opening	Discuss FAQs and additional response to feedback sheets
9:00-13:00	TOC modifications (activity design and implementation) <i>Includes self-regulated break</i> <i>Coffee/tea service available after 10:30</i>	<p><b>Purpose:</b> Partners and FFP collaboratively agree on modifications to activity design and implementation plans based on Year 1 learnings</p> <p>DFSAs breakout into four rooms by activity to discuss the implications of findings on activity design and implementation with FFP</p> <p>Key areas of focus are:</p> <ul style="list-style-type: none"> <li>• What are the implications of findings on sustainability planning?</li> <li>• What are the implications related to gender and youth engagement?</li> <li>• What are the implications of conflict, insecurity, and dynamic contexts?</li> <li>• Which interventions should be prioritized and why, taking into consideration collaboration with RISE II and other non-FFP partners?</li> <li>• Which interventions should be eliminated and why?</li> <li>• What are the key continued learning needs for adaptive activity design and implementation?</li> </ul>
13:00-14:00	<b>LUNCH</b>	
14:00-15:30	Revised Sustainability Strategy	<p><b>Purpose:</b> Present the revised sustainability strategy based on the information gathered during the refinement phase and agreements made with FFP during TOC adjustment session</p> <p>Plenary presentation followed by Q&amp;A</p>
15:30-15:50	<b>BREAK</b>	
15:50-16:40	Unstructured networking	<p><b>Purpose:</b> To provide participants with unstructured time to tie up loose ends (internal, RISE II, or with FFP)</p>
16:40-17:00	Plenary Closing	Review Day 1 key takeaways, outline Day 2 work, and address questions/concerns from feedback flipcharts

## Main Workshop: Thursday, December 5

Time	Topic	Purpose/Session Details
8:30-9:00	Plenary Opening	Discuss FAQs and additional response to feedback sheets
9:00-10:30	TOC adjustments	<p><b>Purpose:</b> To share major proposed adjustments to the TOC</p> <p>DFSA plenary presentation with audience feedback and questions</p> <p>Key areas of focus are:</p> <ul style="list-style-type: none"> <li>• Prioritization (partners share eliminated interventions, collaboration with RISE II partners working in the same area, or other determinants)</li> <li>• Revised strategy for gender and youth positioning in programming,</li> <li>• What are the implications of conflict, insecurity, and dynamic contexts?</li> </ul>
<b>10:30 -11:00 BREAK</b>		
11:00-11:45	Prep Guidance	<p><b>Purpose:</b> To provide clarity on PREP submission expectations</p> <p>FFP Plenary presentation</p> <p>Q&amp;A followed by individual consultation sessions on Friday</p>
11:45-13:00	Staff and local capacity strengthening	<p><b>Purpose:</b> Cross-DFSA reflections and learning</p> <p>Small groups discuss key accomplishments, successes, and challenges of staff and local capacity strengthening efforts</p> <ul style="list-style-type: none"> <li>• What were the main gaps? How are DFSAs filling them?</li> <li>• What are the implications of implementation adjustments on staff capacity?</li> <li>• What additional support is needed in Year 2? Any continued learning needs for staff capacity strengthening?</li> </ul>
<b>13:00-14:00 LUNCH</b>		
14:00-15:30	Way forward: learning	<p><b>Purpose:</b> To solicit ideas, plans, and methods that will establish and document continued learning</p> <p>DFSA plenary presentations: internal learning. What needs to be answered on an ongoing basis, based on earlier discussions?</p> <p>SCC preview about continued learning</p> <p>Mixed DFSA groups/joint learning discussions</p>
<b>15:30-16:00 BREAK</b>		
16:00-16:30	Next steps/ way forward	Plenary open Q&A
16:30-16:45	Post-workshop preview	Explanation of post-workshop session and brief Q&A
16:45-17:00	Closing	Closing words

## Post-workshop: Friday, December 6

Time	Session A: Main Conference Room	Session B: Breakout Room 1	Session C: Breakout Room 2
9:00-10:30	<b>Contingency planning for emergency response</b>		
10:30-11:00	<b>BREAK</b>		
11:00-13:00	Chief of Party (COP) preparations for FFP/USAID presentation	<b>FFP M&amp;E refresher: monitoring activities for Y2-Y5</b>	<b>Sahel Collaboration and Coordination Activity hosts discussion on continued collaboration and learning</b>  Introduction to RISE II collaborative mapping
<b>13:00-14:00</b>	<b>LUNCH</b>		
14:00-15:00	<b>AOR Office hours: Aaron</b> One-on-one clarifications for DFSA-specific questions	<b>AOR Office hours: Rand</b> One-on-one clarifications for DFSA-specific questions (ViM Plus)	
15:00-16:00	<b>AOR Office hours: Aaron</b> One-on-one clarifications for DFSA-specific questions		
16:00-17:00	<b>AOR Office hours: Aaron</b> One-on-one clarifications for DFSA-specific questions		