



InnovATE Partners' Work Plan Development Meeting
The Atherton Hotel, State College, PA
Penn State University June 3-5, 2014

Attendees:

Clara Cohen , USAID	Rama Radhakrishna , Penn State	Sandra Russo , University of Florida
Rick Bates , Penn State	Ed Rajotte , Penn State	Johanna Cricenti , Virginia Tech
Deanna Behring , Penn State	Claudia Rojas , Penn State	Tom Hammett , Virginia Tech
Mark Brennan , Penn State	Ntam Baharanyi , Tuskegee University	Emily Van Houweling , Virginia Tech
Tom Gill , Penn State	Conrad Bonsi , Tuskegee University	Denise Hudson , Virginia Tech
Allison Hoover , Penn State	Nicola Kernaghan , University of Florida	Kurt Richter , Virginia Tech

Goal of meeting: To have a clear path forward for year 3 of innovATE, with definitive tasks disaggregated among the core team for writing the work plan due August 1, 2014.

Meeting objectives:

- Review of Year 2 Work Plan activities
- Priority setting for Year 3 Work Plan

June 4, 2014

Year 2 overview and progress report

Spreadsheet FY14 Tasks to be Completed reviewed and partners confirmed Team Lead and reviewed progress of all ongoing tasks. Changes to note as follows from discussion:

VT - Identified case study on ICT as possibility to drop. Training modules in revision with consultants in India (Exemplarr). Gender module to be viewed as the pilot before moving ahead with further development.

PSU - Identified Tajikistan as substitution for Myanmar in to be completed activities. Indonesia as dormant.

UF - Gender research exercise in country TBD to be led by Emily at VT. Training module to be revisited for subject area. Honduras activities to be added to Year 2 work.

CoP

Marketing cards distributed, call to partners to continue to post activity and discussion.

Faculty can continue to raise awareness and assign students to participate on projects or call attention to the activities/discussion on their syllabi.

Gender

RUFORUM side event organized for July with discussion paper and fact sheet to follow.
List of Gender topics for Scoping Interviews distributed

Tools

Discussed in a later session

Training database

Housed in CoP – should be reviewed in Year 3 to assess the utility.

Brain storming for Year 3

- Where does innovATE fit in the USAID structure of grants/contracts. How - is it purpose driven?
- Use asset based vs. deficit based approach
- How can faculty at home institutions get involved?
- How can we keep ties with partners that we have engaged in country when there is a lag in response between activities?
- No faith in innovATE from either side – is this just developmental tourism – drop in then never return?

The rest of the day's sessions will revolve around key innovATE activities to generate strategic thinking for year 3. The three general questions that will be asked of each set of activities will be:

- 1) What is the current status?***
- 2) What are the conceivable deliverables?***
- 3) What are the next steps?***

See tables attached for further notes and synthesized spreadsheet.

Countries:

Lead institutions identified.

Indonesia, Uganda and Bangladesh categorized as dormant.

Regional training workshops identified as strategy to bridge the gap between initial scoping assessment and associate award status to remain active and engaged with partners on the ground.

Cross-cutting (case) studies:

Refer to as thematic studies.

Trainings:

Primarily focused on joint training with FHI360 for USAID D.C. Oct 1-3

Will follow on as panelists for Making Cents conference just after training Oct.

Tools:

innovATE scoping tools should be under review and are to be considered subject to change as needed.

Monitoring and Evaluation should be reviewed and sub team added.

Research agenda and RFA:

2 year format agreed upon for call – 1st round of white papers on topics targeting graduate student with faculty advisor.

RFA needs to be distributed August 1 with a deadline of Sept. 15 for review.

Review board to be determined with external participation.

Ed to circulate draft to sub team. Kurt to continue organizing calls/meetings.

Standardization of reports/templates

Johanna to compile feedback and distribute finalized templates.

Materials and publications

CoP identified as main platform for our materials and resources to be distributed. Sub team needs to be revitalized and analytics used to determine what on the site is working.

Strategy to be determined as to which documents to develop into manuscripts.

Continue discussion on how to best format/publish/distribute online documents.

June 5, 2014 (Thursday)

(Sub-)teams discussion – see attached table for further notes.

Sub Teams and leads identified as follows:

Research and RFA - **Kurt**

COP - **Donna**

Training Database – **Laina** (Senior Leadership Needed)

Partners' meeting - **Sandra**

Impact pathway/Theory of change/Principles of engagement – Sandra, Kurt, Emily – **Lead?**

InnovATE Training Modules - **Kurt**

Evaluation and Assessment - **Nikki**

Lead to organize regular calls/meetings and report back on weekly conference calls.

Bringing the pieces together

Kurt to send partners spreadsheet to match activities to indicators for writing the workplan by Friday 6/6.

Partners to return completed spreadsheets by Friday 6/13.

Campus-wide Seminar: Feed the Future and innovATE
Speakers: Clara Cohen and Tom Hammett