Planning the first scoping visits
Scoping visit objectives:

– To collect preliminary case study data

– To produce information for the global learning event

– To build relationships with host country collaborators

– To identify training programs for the innovATE portal
Tasks:

1. **Initiate relationships** with collaborators (thru USAID/BFS and email exchanges with missions prior to initial visit)

   • **Identify collaborators**
     - Contact USAID mission and FAS for list of potential collaborating institutions and agricultural sector actors
     - Arrange for initial visit and schedule initial appointments

   • **Contact them**
     - Send out preliminary message to set up individual meetings with key agricultural sector stakeholders (AET institutions/enterprises/ministry/NGOs/etc.)
     - Schedule data collection visits
Tasks (continued):

2. **Enroll** collaborators in the process

   a. Meet with USAID and FAS (enroll and collect data using the following agenda)
      
      i. Greeting
      ii. Introduction to project and objectives
      iii. Describe data to be collected (provide lists of info needed) and collect what is currently available
      iv. Conduct a structured discussion of supply and demand for human capital in the agricultural sector
      v. Establish date for follow up data collection and documentation

   b. Meet with AET institutional partners (do 2.a.i. – a.v.)

   c. Meet with agricultural sector actors (do 2.a.i. – a.v.)
Tasks (continued):

3. Conduct follow-up interviews with collaborators and other stakeholders

4. Consolidate data:
   a. Organize according to supply and demand
   b. Draft institutional and labor market descriptions
   c. Identify and recruit potential global learning event presenters

5. Synthesize initial findings in the form of
   a. A preliminary report in anticipation of the institutional assessments and labor market surveys
   b. A presentation for the global learning event
Schedule:

1. **Present** methodology (29/30 October 2012)
2. **Identify** FtF country for initial scoping (30 Oct 2012)
3. **Implement pilot** methodology (February 2013)
   a. Contact collaborators (November/December)
   b. Enroll them in the process (1-4 February 2013)
   c. Collect data (5-10 February 2013)
   d. Synthesize initial findings (11-14 February 2013)
   e. Draft report and presentation (28 February 2013)
4. **Adaptation and application** of methodology to regions (March/April 2013)
5. **Global Learning event** (1 May 2013)
Schedule (continued):

6. **Prepare** methodology for institutional assessments and labor market surveys (February-April 2013)

7. **Recruit** focus country data collection teams (February-April 2013)

8. **Revise** instruments after Global Learning Event (May 2013)

9. **Train** data collectors and **conduct** institutional assessments and labor market surveys (June-September 2013)

**Result:** 5 case studies completed by September 2013
Next steps:

– What FtF country do we use as our pilot?
  • Africa focus?
  • What countries will serve as the regional case studies?

– We’ll need to schedule the pilot scoping visit soon.

Comments, Questions, Criticism, Suggestions

Thank you