



République de Côte d'Ivoire



## Call for Side Events

Side events will be organized back to back with the 4<sup>th</sup> Africa-Wide Agricultural Extension Week 2019, to be held on 25<sup>th</sup> to 29<sup>th</sup> November 2019 in Abidjan, Côte d'Ivoire.

Side events should be closely related to the theme and sub-themes of the 4<sup>th</sup> Africa-Wide Agricultural Extension Week.

**Theme: “Private Sector and Agricultural Advisory Services: What Synergies for Sustainable Agricultural Development in Africa”.**

Proposed side events should directly address at least one of the following sub-themes:

1. Addressing new demands for AEAS, ensuring fruitful private sector - farmers synergies for post-harvest management and value addition of agricultural products;
2. Professionalizing AEAS for successful rural youth and women agripreneurship;
3. Strengthening Private sector and AEAS collaborations for the development of smart farming;
4. Improving efficiency of social investments in rural sector through enhanced involvement of AEAS;
5. Building efficient and sustainable frameworks for partnerships between Private sector and AEAS.

### Basic criteria for consideration

- Any accredited and registered entity interested in organising a side event during the Extension Week can submit a proposal, but each organizer cannot be involved in more than one side event.
- Priority will be given to side events involving multiple organizing partners in order to allow the participation of as many organizations as possible.
- Organizers should plan to hold their event in English/French or make their own interpretation arrangements.
- Side events must be open to all participants. Organizers of closed side events or by invitation only events aiming for an exclusive audience are kindly advised to notify AFAAS.
- Organisers are encouraged to make the events as interactive as possible, including by allocating sufficient time for dialogue with the audience.

### Responsibility of organizers

- Publicizing a side event is the responsibility of its organizers. The Secretariat will not produce fliers, distribute notices, or run other publicity efforts for side events.



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- It is the responsibility of the organizers to invite their own speakers or guests.
- All costs for side events including room charges, or additional equipment and services as may be requested by the organizers shall be borne by the organizers. It is requested that payments be made no later than 72 hours before the commencement of the respective side event.
- The configuration of the rooms cannot be altered and the organizers are requested to remove all their materials after the conclusion of side events to avoid interrupting meetings of the main conference.
- Only printed materials that are directly related to the agenda can be distributed during a side event or at any other time during the Extension Week.
- Side event organizers are advised not to set up displays or put up posters on meeting room walls during a side event or at any other time during the official meeting to avoid removal and loss of their materials.
- Side events can be organized at other venues outside the venue of the AEW, but the Organising Committee should be notified

### **Application procedures**

Please complete and sign the attached Side Event Request Form, providing a detailed description of the proposed event, including its sponsors, thematic focus, speakers/presenters and its potential contribution to the AEW theme. Completed and signed forms should be submitted to AFAAS Secretariat **until 31 August 2019**, through the following email: [molupot@afaas-africa.org](mailto:molupot@afaas-africa.org), with the subject "**4<sup>th</sup>AEW 2019 Side Event Application**".

A programme of approved side events will be posted on the AEW 2019 website: <http://afaas-aew.org/> by **10 September 2019**.

### **Responsibility of organizers**

All queries related to side events should be addressed to Mr. Max Olupot and Dr. Patrice Djamen [molupot@afaas-africa.org](mailto:molupot@afaas-africa.org)/ [p.djamen759@gmail.com](mailto:p.djamen759@gmail.com)

Please click here to download the side event request form.