

## CALL FOR EXPRESSION OF INTEREST

### SIDE EVENTS / PRE/POST CONFERENCE WORKSHOPS

### RUFORUM 18<sup>TH</sup> ANNUAL GENERAL MEETING 12th and 16th December 2022 at the Harare International Conference Centre

#### 1. Introduction

The [Regional Universities Forum for Capacity Building in Agriculture \(RUFORUM\)](#), a network of 148 Universities in 38 African countries will hold its [18<sup>th</sup> Annual General Meeting \(AGM\)](#) between 12<sup>th</sup> and 16<sup>th</sup> December 2022 at the Harare International Conference Centre in Zimbabwe under the theme ***“Sustaining African Industrialization through Innovative Agricultural Research, Training and Outreach in the Post COVID-19 Era”***. The AGM will be hosted by the Government of Zimbabwe and RUFORUM member Universities in Zimbabwe namely; University of Zimbabwe, Africa University, Bindura University of Science Education, Chinhoyi University of Technology, Great Zimbabwe University, Lupane State University, Marondera University of Agricultural Sciences and Technology, and Midlands State University. Between 800 and 1,000 participants representing higher education leaders, researchers, policy makers, development partners, private sector actors, students, farmers, among other actors will come together to discuss how to work together to accelerate Africa’s knowledge and technology led industrialization.

Signature events that will take place include among others; (i) Meetings of Vice Chancellors, and Principals & Deans from the 148 member Universities; (ii) Ministerial Meetings; (iii) Meetings of Policy makers and private sector leaders, (iv) Scientific Conference hosted in partnership with African Crop Science Society, v) other meetings to discuss topical issues for science, technology and innovation development in Africa, (vi) exhibitions to profile research for development outcomes, and (vii) skills enhancement trainings for University researchers, students and other actors.

For details about the Annual General Meeting, please visit the meeting website [here](#).

#### 2. Call for Expression of Interest to hold a Side Event

RUFORUM invites interested institutions/organisations and individuals to hold side events<sup>1</sup> relevant to the stakeholder categories that will be present during the Annual General Meeting (AGM) as outlined

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<sup>1</sup> A side event is a meeting, training, dialogue, field visit or any other event that is not part of the RUFORUM Governance and mainstream scientific Conference by either members or non-members of the RUFORUM Network. It is held prior to, in parallel, or after the RUFORUM Governance Meetings and mainstream Scientific Conference.

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in (1) above. The side events should be relevant to the overall theme by addressing at least one of the sub- themes of the AGM and Scientific Conference. The Side Event and its outcomes should contribute towards the overall conference outcomes.

The 18<sup>th</sup> Annual General Meeting's objectives among others are:

- a) Profile and inform national governments, development partners and other stakeholders about university's contribution to continental, regional and national development through higher education and scientific research;
- b) Provide opportunity for scientists, researchers and students to share their scientific findings and experiences
- c) Provide a platform for networking among universities and universities & other stakeholders such as private sector to contribute to industrialisation in Africa; and
- d) Engage governments to support Higher Education in Africa and reflect on progress made in the operationalization of the five (5) continental initiatives in various countries

For details about the 18<sup>th</sup> Annual General Meeting, please see the Concept Note [here](#)

The expected objectives/outcomes of the scientific conference are;

- a) Strengthened networking among members of the scientific community working in agriculture and related fields;
- b) Focus given to innovation in agri-food and nutrition systems, climate-smart agriculture and climate change adaptation and mitigation
- c) Improved presentation and communication skills for especially the graduate students ☑ Increased visibility of research and development outputs from Africa
- d) Improved methods for increasing the uptake of research results by other stakeholders (dissemination strategies)

For details about the Scientific Conference, including the thematic areas please see the Concept Note [here](#)

### How to express interest to hold a Side Event

Interested organisations/institutions/individual should provide 1–3-page Concept Note of the proposed Side Event. The Concept Note should include the following sections:

- a) Title of the event;
- b) Brief background including rationale and objectives;
- c) Event delivery approach and draft programme
- d) Expected outcomes
- e) Number and categories of participants
- f) Sitting arrangements. See examples [here](#)

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- g) Equipment required to hold the event (projectors, video conferencing equipment, Public Address System etc required to hold a quality event, Video coverage)
- h) Branding and publicity materials to be brought (flyers, pull-up stands, tear drops, LED Screens, Videos etc)
- i) Dissemination plan including live media coverage platforms social media, live streaming on e.g., Facebook; twitter and YouTube if applicable
- j) Number and category of participants who will be funded by the side event organisers (excluding the organisers). The Program Committee requires that for an event to be accepted, the organisers should support at least five (5) participants to the meeting excluding the event organisers.

### Side Event Funding Arrangements

The side event conveners/ organisers will pay all costs related to the holding of the side event including at least five (5) participants, venue/meeting facilities, projector hire, teas/water and registration fees.

Please submit the concept note by email to Mr. Emmanuel Okalany at [e.okalany@ruforum.org](mailto:e.okalany@ruforum.org) with a copy to Prof. Olga Laiza Kupika at [olgal.kupika@gmail.com](mailto:olgal.kupika@gmail.com); Dr. Admore Mureva at [admury@gmail.com](mailto:admury@gmail.com) and [biennial@ruforum.org](mailto:biennial@ruforum.org); by **30<sup>th</sup> August 2022**. All submissions will be responded to.

### CO-ORGANISERS:

