

Frequently Asked Questions about the CSO-CGIAR Forum

Innovation Marketplace

Q: Who may participate in this event?

A: We sent a call for applications to participate to more than 700 civil society organizations – including community-based organizations, national and international NGOs and academic institutions – that are collaborating with CGIAR Centers and Challenge Programs. In response we received 46 applications that met the basic criteria for eligibility. On the recommendation of our CSO-CGIAR Forum Advisory Group, we invited representatives of all 46 of these CSOs to attend the CGIAR's Annual General Meeting (AGM06). They will be joined there by researchers from the Centers and Programs with which they collaborate.

Q: Is there still a chance for my organization to get involved?

A: You can take part in a Virtual Conversation about CSO-CGIAR partnerships from October 30 to November 24 or register for AGM06 and join us for the CSO-CGIAR Forum (see more information below on both options).

Q: If my organization's application has been selected, how many of our staff may attend AGM06?

A: Up to three may attend.

Q: What level of financial support will the CGIAR provide to cover the costs of CSO representatives?

A: The CGIAR will provide each invited CSO with up to US\$3,000 to cover the travel and lodging costs of its representative(s).

Q: What are participants in the Innovation Marketplace expected to do?

A: Each participating CSO must prepare, jointly with a CGIAR partner, a poster on their collaboration and also take part in the dialog during the CSO-CGIAR Forum on 5 December.

Q: What are the requirements for poster preparation?

A: The poster should be prepared in English according to the guidelines we have provided to invited CSOs and which are available on our CSO-CGIAR Forum Web site. The poster should highlight the innovative character of your partnership and your ideas for improving and expanding it.

Q: Should I just bring my poster to AGM06, or do I have to send it beforehand?

Bring your poster to AGM06, but it is also important that you send it to us as a pdf in an e-mail to marketplace@cgiar.org by November 3. Please also provide by this date a 250-word summary of the poster in MicroSoft Word We will include your summary in an Innovation Marketplace Workbook designed as an aid to discussion during the CSO-CGIAR Forum.

Virtual conversation

Q: Is participation in the virtual conversation a requirement for taking part in the Innovation Marketplace and CSO-CGIAR Forum?

A: No. We encourage you to take part, but participation is, by no means, obligatory.

Q: What will the virtual conversation be about?

A: It will provide participants in the CSO/CGIAR Forum with an opportunity to introduce themselves, get to know one other and begin sharing ideas and experiences.

Q: What technology will be used for the virtual conversation?

A: The Virtual Conversation will be e-mail based, using the address cs0-cgiar-forum@dggroups.org. You can also read and make postings by means of a simple virtual platform called "Dgroups."

Q: What if I have no prior experience with virtual discussions and am unfamiliar with the technology involved?

A: The discussion will be moderated by experienced facilitators, who will be happy to provide whatever orientation and help you require by phone or e-mail.

Q: How can I participate?

A: Just send a request via e-mail to Simone Staiger (s.staiger@cgiar.org). In your message, please indicate whether you wish to receive all e-mails posted to the listserv or a daily digest. You will receive an automatic reply, providing you with a login and password for accessing the Dgroups virtual platform.

CSO-CGIAR Forum

Q: Should my organization's representative at the Forum be prepared to make a formal presentation?

A: No. The aim of the Forum is to stimulate dialog, in which all participants have a chance to share their experiences and insights through informal discussions with colleagues.

Q: Will the dialog be documented in any way?

A: Yes, ideas that emerge from the Forum will be documented by the participants themselves, and this information will be widely shared afterwards.

Q: Must I be an English speaker to take part in the discussions at the Forum?

A: No. French- and Spanish-language interpreters will be available for selected segments of the Forum, and the organizers will attempt to group speakers of French, Spanish and, if necessary and feasible, other languages.

Attending AGM06

Q: How can I arrange to attend AGM06?

A: The first step is to register for the event on-line at <http://www.ambassadors.com/cgiar/>.

Q: Am I obligated to stay at the hotel (Hilton Washington) where AGM06 is taking place?

A: No, but we strongly encourage you to reserve a room there when you register to ensure that you have maximum opportunities to interact with other participants.

Q: Will I receive any assistance in making my travel arrangements and obtaining my US visa?

A: Yes, you should be in communication about this with your contact person in the CGIAR-supported Center or Challenge Program with which you collaborate. If needed, the CGIAR Secretariat can provide further support in obtaining the visa. For this purpose, you can request assistance by sending an e-mail to marketplace@cgiar.org.

Call for project proposals

Q: May I submit a concept note, or preliminary proposal, prior to AGM06 or should I bring one to the Meeting.

A: No. The call for proposals will be announced on December 5, and it will explain procedures and indicate deadlines. Of course, if you wish to begin work on a concept note, feel free to do so, as this may generate ideas for you to discuss during the Forum.

Q: May I submit a project proposal only if I attended AGM06?

A: No. The call for proposals is open to anyone involved in a CSO-CGIAR partnership, regardless of whether they took part in the Innovation Marketplace and related events.