



CONCEPT NOTE FOR THE MALAWI FORUM FOR AGRICULTURAL ADVISORY SERVICES (MaFAAS) 4TH EXTENSION WEEK 18 TO 22 JUNE 2018 AT GOLDEN PEACOCK HOTEL

1.0 What is MaFAAS?

The Malawi Forum for Agricultural Advisory Services (MaFAAS) is an umbrella organization of agricultural extension and advisory service (AEAS) providers, actors and stakeholders in Malawi. MaFAAS is a member of the African Forum for Agricultural Advisory Services (AFAAS). The vision of MaFAAS is “*agricultural advisory services that efficiently and effectively contribute to sustained growth and transformation of agriculture*”. MaFAAS also takes on its mission as, “to create harmonization, standardization and add value to initiatives in agricultural advisory services through sharing of information and increase professional interaction”. For more details on MaFAAS objectives, membership and other relevant information visit our website www.mafaas.org.

2.0 Why MaFAAS Extension Week?

The MaFAAS Extension Week is a five-day event aimed at providing maximum time to stakeholders in extension and advisory services from Malawi and beyond to share experiences and lessons, network, discuss critical issues and develop an action plan to address the issues. The first Extension Week was held in 2015. The 2018 MaFAAS Extension Week will be the fourth in four successive years..

2.1 What is the Theme?

The theme for 2018 Extension Week is “**Energizing extension and advisory services for sustainable agricultural transformation adaptive to climate change**”. The aim is to reposition agricultural extension and advisory services to take its rightful role in attainment of Malawi Growth and Development Strategy III agriculture goals.

2.2 Sub-Themes?

The sub-themes under the conference include;

1. Resilience and climate change mitigation
 - a) Experiences in responding to floods, droughts, fall army worm
 - b) Climate smart agriculture
 - c) Sustainable agriculture
 - d) Farmer innovations
2. Extension financing

- a) Working conditions – housing, transport, promotion, remuneration
- b) Recruitment and training
3. Coordination, collaboration and accountability
 - a) Quality of extension messages
 - b) Harmonization of extension approaches
 - c) Harmonization of extension service providers/ harmonized programming
 - d) Farmer, extension, research linkage
 - e) Extension, market (input, output, financial) linkages
4. Value chain and farmer organization
 - a) Linking associations, cooperatives and marketing
 - b) Value addition and processing
 - c) Large scale farming
5. Innovation in extension service delivery
 - a) Integrated extension models
 - b) ICT in extension
6. Agriculture related policies and legislation
 - a) National Agriculture Investment Plan
 - b) National Agriculture policy
 - c) Extension policy and strategy
 - d) National irrigation policy
 - e) Trade policy
 - f) Livestock policy and animal welfare guidelines

2.3 Where Is It Taking Place?

The proposed venue for 4th MaFAAS Extension Week is Golden Peacock Hotel in Lilongwe Malawi.

2.4 When Is It Happening?

The Extension Week will be conducted from 18th to 22nd June 2018.

3.0 Who Should Participate?

Participants to the meeting will be all those interested to participate, both local and international. These include government departments, civil society organizations (Non-Governmental Organizations, Farmer organizations), donor agencies, agricultural training institutions (universities and colleges), banks, the media, research

institutions, agro processors, input and produce traders, transporters, Agricultural Development Division representatives, District Agriculture Offices representatives; District Agriculture Extension Services System representatives, frontline agricultural extension and advisory service providers, consultants and individual practitioners in agricultural extension and advisory services.

4.0 Can I Present a Paper, Poster or Make an Exhibition?

Individuals and organizations/institutions are invited to prepare abstracts, papers or posters on topics related to the central theme of the Extension Week or any of the above related sub-themes.

Research and philosophically based papers, as well as papers based on practical experience, will be considered. All proposals will be peer reviewed:

4.1 Proposals and Papers

General presentation :The manuscript shall be in English, typed double spaced, Times New Roman, font size 12, left and right justified and typeset on A4 and a 2.5 cm margin at all sides. The manuscript will be presented in the conventional format including title, abstract and key words, introduction, material and methods, results, discussion, acknowledgements and references and should follow the format of the Tropical Animal Health and Production journal.

Title page shall include the title of the article, the surname and initials of the forenames and institutional affiliation. The email address of all the authors should be provided and that of the corresponding author be marked by asterisk. Abstract should be 150-250 words and concise. It should contain no paragraphs, footnote, cross-references to figures and tables or undefined abbreviations.

Keywords should be up to five and should avoid words already in the title but based on the key messages of the paper. They should be written in lowercase letters, separated by commas and presented in alphabetical order. Introduction: should be brief but contain sufficient information reviewing important areas, justification and objectives of the study.

Methodology Materials and Methods should contain sufficient details to enable replication of the procedures. Previously established procedures should only be referenced rather than described in the article.

Results should be appropriately detailed. Tables and figures should be used only when they add value to the narrative.

Discussion, conclusion and implications should discuss the results and adequately cover related published information. Conclusions should not restate results but indicate inferences from the results. Implications of the finding(s) should be clearly stated.

Acknowledgement

Authors should ensure that all other individuals or organizations which contributed financial, technical or editorial support are appropriately acknowledged.

References

In the text, references should only contain the surname and the year of publication of the refereed articles. When more than two authors are involved the first author followed by et al should be used. In the listing they should be arranged in alphabetical order at the end of the article

4.2 Posters

- i. Indicate a) Purpose of the paper b) Results c) Extension implications.
- ii. Should be clear and with color.
- iii. Should have the following sizes A1, A2, A3 & A4.

4.3 Exhibitions

There will be cubicles where individuals and organizations will showcase their current or future activities and products related to the central theme of the Extension Week or any of the above related sub-themes. The potential exhibitors should state the day when they wish to make their exhibitions and describe their exhibition in a half page concept note with pictures if possible.

All the Proposals, Papers, Posters and Exhibition Concepts Are Due Not Later Than 6 June 2018 and should be sent to the MaFAAS Secretariat, E-mail: mafaasextensionweek@afaas-africa.org, Cell: 0999638978 or 0884613748.

5.0 What to Expect During the Week?

- i. Monday: Resilience and Climate Change Adaptation Day
- ii. Tuesday: Financing and Coordination Day
- iii. Wednesday: Farmers Day
- iv. Thursday: Innovation Day
- v. Friday: Policy Day

6.0 How Do I Provide Funds to Support the Event?

If you would like to support the Extension Week in cash or in kind, Account details of MaFAAS are Bank: NBS Bank, Account Name: Malawi Forum for Agricultural Advisory Services, Branch: Lilongwe, Local Currency Account Number 17526383, Foreign Currency Account Number 17526391.