CONSIGLIO DELL'ORDINE NAZIONALE DEI DOTTORI AGRONOMI E DEI DOTTORI FORESTALI

EXPO MILANO 2015

Asociación Mundial de Ingenieros Agrónomos
World Agronomist Association
Association Mondiale des Agronomes
World Association of Agronomists

WAA per Feeding Knowledge

Best Sustainable Development Practices

for Food Security

Offline Application form

Storytelling is a simple, immediate and effective way to share experiences, concepts and ethical values and to bridge cultural divides.
For this reason all the presented Best practices will have the characteristic to be stories made up of ideas, people, experiences.
To achieve this aim, each applicant will be asked to describe different aspects of their initiative not only in a written statement, but also with the support of images, videos, documents and indicators.
In each step of the online form, the applicant will find useful suggestions to guide him/her in completing each field with text and multimedia files, images, slides, visual diagrams that better describe the experience.
The final evaluation will be carried out by an international jury that will select 15 BSDP based on a grid containing the score attributed to each of the evaluation criteria listed above. The final evaluation and the list of 15 selected BSDP on Food Security, will be published on the web platform of WAA (http://www.worldagronomistsassociation.org) no later than November 27, 2014.

Before the compilation

Before proceeding with the compilation, we ask you to take a look at the general indications that will allow you not to make mistakes and to properly submit the documentation.

Only the initiatives with the following characteristics will be admitted:
- **Complete** (Incomplete applications and/or with missing documents will not be considered).
- **Coherent** (Candidates proposals must be coherent with one of the five thematic priorities described in the Attachment I of the Call).
- **Collaborative** (The presented Proposals have to clearly indicate that they have been created through a well established collaboration among at least 3 partners, of which all the requested data should be recorded/included).

Warning:

All the related materials must be indicated in the form:

- **all multimedia contents** (images and video) must be **inserted in the offline form** only as **URL** (web address) of the site/platform where the images or video have been published online. Only photos and videos signaled with an accessible URL (web address) in the form will be taken into consideration for evaluation.
- **all attached documents** (leaflets, etc.) must be **signaled in the form in the correct field** with the **title of the file** and must be **attached at the same email** containing the form in a zip folder smaller than 10 Mb. Only files signaled with correct file name in the form will be taken into consideration for evaluation.

Instruction for compilation

L'application form is structured in 11 sections:

Step 1 – The idea in brief
Step 2 – Main innovation produced
Step 3 – Background and context
Step 4 – Main results obtained
Step 5 – Main beneficiaries and needs

Step 6 – Human Resources involved in the experience
Step 7 – Main difficulty or obstacle
Step 8 – Environmental impact
Step 9 – Transferability, sustainability and duplicability
Step 10 - Dissemination
Step 11 – General data and partnership

Pay attention that step 11 requires you to collect information on all the partners of the initiative.

In the chart below are described the usable file formats and the dimensions allowed.

TEXT	**Illustrate** the requested information always respecting **the maximum number of indicated characters (1000 max for full text fields)**
PHOTO	Each photo needs to be uploaded on a site/online platform (e.g. Flickr) that makes it available and accessible to be viewed. In the form it is necessary to indicate: - **url** (address of the resource published on the web) - **title**: (30 characters included spaces) - **description** (500 characters included spaces) - **caption** (60 characters included spaces) **Max Dimension:** 1 Mb **Minimum width:** 180 px.
SLIDE, DOCUMENTS, BROCHURE	**Inside the same zip that contains the form**, can be attached documents, diagrams, materials realized for the promotion till a max of **10 MB**

VIDEO	Each video needs to be uploaded on Vimeo or Youtube, that will make it available and accessible to be viewed.
	In the form you need to indicate:
	- **url** (address of the resource published on the web)
	- **title** (30 characters included spaces)
	- **description** (500 characters included spaces)
	- **caption** (60 characters included spaces)
	Max Limit: 3 minutes

Description of the initiative

Step 1 – The Idea in brief

In order to provide your reader with an immediate understanding of the main focus of the initiative, write a claim in the form of a subtitle that highlights the main strengths of the initiative.

Suggestions for compilation: Think about the key words of the initiative and create a short text of 1000 characters max that describes its essence and qualifies it as Best Practice in the field of Food Security. Avoid redundancy with the title: the claim has to be a complement to the title, to add useful information.

TEXT	

Step 2 – Main Innovation produced

Which is the contribution your experience can bring to the Feeding Knowledge program? What has been the main innovation developed in the Initiative?

Suggestions for compilation: Certainly your Initiative has generated more than one innovation on various levels (political, technological, economic, cultural, social). Choose the one that you consider the most relevant and describe it with simple words (and max (1000 max characters) that everybody can understand (i.e., avoid highly technical and specific terminology). If significant, explain how the innovation has been useful in achieving the results of the initiative. Describe even with images the innovation produced, the significant steps or the details that can help the reader of your experience to better frame it.

TEXT	
DOCUMENTS (.txt .doc .docx .pdf .xlsx .xsl .ppt .pptx .odt .ods .odp no larger than 50MB)	
1-3 PHOTOS AND/OR VIDEOS (insert for each photo and video: URL, title, description, didascalia)	

Step 3 - Background and context

A Best Practice is related to a specific context with a set of particular conditions. How can you describe the local context from a geographical, climatic, economic, technological, cultural and social point of view?

Suggestions for the compilation: Please focus on all the relevant facts related to food security that are needed to understand the context of the initiative and give a brief description (max 1000 characters). Please avoid redundancy with the context and the description of the needs of step 5. Select images and/or videos, that illustrate both positive and negative aspects. Do your best to explain the point of view of people who are representative of the context or significant and useful real life anecdotes.

TEXT	
DOCUMENTS (.txt .doc .docx .pdf .xlsx .xsl .ppt .pptx .odt .ods .odp no larger than 50MB)	
1-3 PHOTOS AND/OR VIDEOS (insert for each photo and video: URL, title, description, didascalia)	

Step 4 - Main results achieved

The results of the developed initiative have a tangible impact on people and context. What have been the tangible results of the initiative?

Suggestions for the compilation: Please describe (max 1000 characters) all the relevant results you have achieved throughout the initiative. Try to be very concrete by providing all facts that have been collected and describe them with charts and diagrams, if they have already been produced.

TEXT	
DOCUMENTS (.txt .doc .docx .pdf .xlsx .xsl .ppt .pptx .odt .ods .odp no larger than 50MB)	
1-3 PHOTOS AND/OR VIDEOS (insert for each photo and video: URL, title, description, didascalia)	

Step 5 - Main beneficiaries and needs addressed

Who are the real beneficiaries of the activity and which are the needs to which an answer was given?

Suggestions for the compilation: to make more comprehensible the results and the value of the experience, describe (max 1000 characters) the different groups of people who may be defined as beneficiaries of the Initiative and the specific needs you focused on; also try to transfer the peculiar characteristics of the people involved in the experience, always referring to food security.
Try to be very concrete, providing all the collected data and describing them with charts and diagrams, if they have already been produced. Describe people that can be considered as representative of the different targets of beneficiaries. Through the use of photos or video, introduce the beneficiaries and report their opinions related to the already developed activities.

TEXT	
DOCUMENTS (.txt .doc .docx .pdf .xlsx .xsl .ppt .pptx .odt .ods .odp no larger than 50MB)	
1-3 PHOTOS AND/OR VIDEOS (insert for each photo and video: URL, title, description, didascalia)	

Step 6 - Human resources involved in the Initiative

Who are the people that performed the initiative in the field? Indicate the number and describe the number and profiles of the people involved in the initiative.

Suggestions for the compilation: Describe who was actively involved in this experience: how many people, with what kind of profiles and skills, who are the managers (max 1000 characters). Provide a chart and a short diagram of the staff.

TEXT	
1 SLIDES AND/OR IMAGES	
1-3 PHOTOS AND/OR VIDEOS (insert for each photo or video: URL, title, description, caption)	

Step 7 - Main difficulty or obstacle

Which have been the main difficulties or obstacles that you had to deal with during the design or implementation of the initiative and how did you manage to overcome them?

Suggestions for compilation: You probably had to overcome difficulties and problems to achieve good results. Choose among the following ones the one that pushed you to change your original plan or what gave a specific input to the innovation process. Tell us (max 1000 characters) the strategy that you adopted in order to overcome these difficulties and to achieve positive results. Use images to describe some significant aspects of the overcome difficulties or to introduce a person that offered contribution in the resolution, illustrating his/her personal point of view on the obstacle and the way it has been solved.

TEXT	
DOCUMENTS (.txt .doc .docx .pdf .xlsx .xsl .ppt .pptx .odt .ods .odp no larger than 50MB)	
1-3 PHOTOS AND/OR VIDEOS (insert for each photo and video: URL, title, description, didascalia)	

Step 8 - Environmental impact

How does the experience impact the environment in terms of energy savings, defence of biodiversity, complete product lifecycle, etc.?

Suggestions for compilation: the experience you are describing, to be considered a BSDP needs to guarantee a strong attention to its environmental impact during its creation. Choose the points of strength in terms of environmental sustainability, and provide a description (max 1000 characters) with simple words that everybody can understand (please do not use highly specific terminology). Provide facts about the effectiveness of the initiative in term of environmental impact.

TEXT	
DOCUMENTS (.txt .doc .docx .pdf .xlsx .xsl .ppt .pptx .odt .ods .odp no larger than 50MB)	
1-3 PHOTOS AND/OR VIDEOS (insert for each photo and video: URL, title, description, didascalia)	

Step 9 – Sustainability, transferability and duplicability

Did your experience generate long lasting results in time and other initiatives connected to it?

Suggestions for compilation: describe (max 1000 characters) how the results of the developed experience are lasting in time, after the end of the main activities, and which are the most significant initiatives connected to it, focusing on the reason why they can be considered connected and consecutives. Provide, if available, material connected to these initiatives: links, printable materials, documentation.

TEXT	.
DOCUMENTS (.txt .doc .docx .pdf .xlsx .xsl .ppt .pptx .odt .ods .odp no larger than 50MB)	
1-3 PHOTOS AND/OR VIDEOS (insert for each photo and video: URL, title, description, didascalia)	

Step 10 - Dissemination

Original and innovative methodologies have been implemented to communicate and to spread the results achieved with your experience?

Suggestions for the compilation: briefly list the promotional and dissemination initiatives of the experience, focusing on the ones you consider to be significant, original or that lead to great results. Provide all the available material to better describe the developed activities (images, videos, brochures, slides that have been used during the dissemination process, links and web references).

TEXT	
DOCUMENTS (.txt .doc .docx .pdf .xlsx .xsl .ppt .pptx .odt .ods .odp no larger than 50MB)	
1-3 PHOTOS AND/OR VIDEOS (insert for each photo and video: URL, title, description, didascalia)	

Step 11 – General Data and Partnership

The last section collects a series of general information on the project and on the partnerships, the promotors of the initiative.

Main Information		
This section requires you to provide all the main information related to the experience you are describing and the organizations involved: remember that a project is admissible only if developed by a partnership made up of at least **three** organizations.		
Title of the experience		Insert **the title in English** (**max 200 char**acters).
Acronym or Abbreviation		Insert **the name in brief** with which you are used to call the initiative. It could be a simple **abbreviation** or an **acronym**.
Main Theme	☐ Sustainable management of natural resources ☐ Quantitative & qualitative enhancement of agricultural products ☐ Socio-economic dynamics and global markets ☐ Sustainable development of small rural communities ☐ Food consumption patterns: diet, environment, society, economy and health.	Choose, among the listed ones, the **main theme** to which it is possible to connect the initiative that you want to describe. If the work touched different themes, choose among the listed ones, the one which impacted the most (**max 1000 characters included spaces**)
Summary of the main characteristics of the developed experience		Insert a **short description** of the experience, focusing on the aspect or the aspects that identify it as a BSDP (main objective, beneficiaries, results) (**max 1000 characters included spaces**)
Key-words		Think about those **words** that can better describe this experience (referring to aim, application sector, innovation produced, obtained results…)
Total Budget		Indicate the project **budget** un euros.
Logo (not mandatory)		Insert **URL, title, description, caption** to the project logo, not mandatory.
Significant Photo (not mandatory)		Insert **the URL, title, description, caption to a significant image** that can represent the heart or some significant aspect of the project, not mandatory.

Duration				
Start Date		End date (if relevant)		The project can still be ongoing, therefore the end date can also be after the submission deadline.
Geographic Area				
Main Region (not mandatory)		Country		Indicate the main place where the project took place, in case this involved more regions.
City/Area		Postal code (not mandatory)		It is not mandatory to indicate the main region and the postal code

Partnership

For each project partner it is mandatory to fill out a chart with all the information.

Leader Organization (mandatory)	
Official name in English	
Full name in the original language (not mandatory)	
Abbreviation	
Organization type (select one among the listed typologies)	☐ Governmental entities (bilateral aid agencies included) ☐ Local authorities/entities ☐ Public agencies and their associations ☐ Inter-governmental organizations or agencies ☐ Non governmental organizations ☐ Associations ☐ Public and private foundations ☐ Small and Medium enterprises ☐ Big enterprises ☐ Micro/social enterprises and their associations ☐ Research entities and academics ☐ public-private partnership ☐ Other: _____
Legal status (choose between private and public)	
Social Security Number (not mandatory)	
Main activities (MAX 1000 characters included spaces)	

Key words (that describe your organization)			
Belonging to relevant scientific networks			
Official address (Nation, place, street, zip code)			
Phone (not mandatory)		**Homepage** (not mandatory)	
Legal representative (not mandatory)			
Name (not mandatory)		**Last Name** (not mandatory)	
Phone (not mandatory)		**e-mail** (not mandatory)	
Person responsible for scientific research (not mandatory)			
Name (not mandatory)		**Last Name** (not mandatory)	
Phone (not mandatory)		**e-mail** (not mandatory)	
Referent			
Name		**Last Name**	
Phone (not mandatory)		**e-mail**	

Keep in mind that your Best Practice is admissible if presented by a partnership made up of **at least three entities**.

Organization 2 (mandatory)

Official name in English	
Full name in the original language (not mandatory)	
Abbreviation	
Organization type (select one among the listed typologies)	☐ Governmental entities (bilateral aid agencies included) ☐ Local authorities/entities ☐ Public agencies and their associations ☐ Inter-governmental organizations or agencies ☐ Non governmental organizations ☐ Associations ☐ Public and private foundations ☐ Small and Medium enterprises ☐ Big enterprises ☐ Micro/social enterprises and their associations ☐ Research entities and academics ☐ public-private partnership ☐ Other: _____
Legal status (choose between private and public)	
Social Security Number (not mandatory)	
Main activities (MAX 1000 characters included spaces)	
Key words (that describe your organization)	
Belonging to relevant scientific networks	
Official address (Nation, place, street, zip code)	

Phone (not mandatory)		**Homepage** (not mandatory)	

Legal representative (not mandatory)			
Name (not mandatory)		**Last Name** (not mandatory)	
Phone (not mandatory)		**e-mail** (not mandatory)	
Person responsible for scientific research (not mandatory)			
Name		**Last Name**	
Phone (not mandatory)		**e-mail**	
Referent			
Name		**Last Name**	
Phone (not mandatory)		**e-mail**	

Organization 3 (mandatory)

Official name in English	
Full name in the original language (not mandatory)	
Abbreviation	
Organization type (select one among the listed typologies)	☐ Governmental entities (bilateral aid agencies included) ☐ Local authorities/entities ☐ Public agencies and their associations ☐ Inter-governmental organizations or agencies ☐ Non governmental organizations ☐ Associations ☐ Public and private foundations ☐ Small and Medium enterprises ☐ Big enterprises ☐ Micro/social enterprises and their associations ☐ Research entities and academics ☐ public-private partnership ☐ Other: _____
Legal status (choose between private and public)	
Social Security Number (not mandatory)	
Main activities (MAX 1000 characters included spaces)	
Key words (that describe your organization)	
Belonging to relevant scientific networks	
Official address (Nation, place, street, zip code)	

Phone (not mandatory)		**Homepage** (not mandatory)	

Legal representative (not mandatory)			
Name (not mandatory)		**Last Name** (not mandatory)	
Phone (not mandatory)		**e-mail** (not mandatory)	
Person responsible for scientific research (not mandatory)			
Name		**Last Name**	
Phone (not mandatory)		**e-mail**	
Referent			
Name		**Last Name**	
Phone (not mandatory)		**e-mail**	

Organization 4

Official name in English	
Full name in the original language (not mandatory)	
Abbreviation	
Organization type (select one among the listed typologies)	☐ Governmental entities (bilateral aid agencies included) ☐ Local authorities/entities ☐ Public agencies and their associations ☐ Inter-governmental organizations or agencies ☐ Non governmental organizations ☐ Associations ☐ Public and private foundations ☐ Small and Medium enterprises ☐ Big enterprises ☐ Micro/social enterprises and their associations ☐ Research entities and academics ☐ public-private partnership ☐ Other: _____
Legal status (choose between private and public)	
Social Security Number (not mandatory)	
Main activities (MAX 1000 characters included spaces)	
Key words (that describe your organization)	
Belonging to relevant scientific networks	
Official address (Nation, place, street, zip code)	

Phone (not mandatory)		**Homepage** (not mandatory)	

Legal representative (not mandatory)			
Name (not mandatory)		**Last Name** (not mandatory)	
Phone (not mandatory)		**e-mail** (not mandatory)	
Person responsible for scientific research (not mandatory)			
Name		**Last Name**	
Phone (not mandatory)		**e-mail**	
Referent			
Name		**Last Name**	
Phone (not mandatory)		**e-mail**	

Organization 5

Official name in English	
Full name in the original language (not mandatory)	
Abbreviation	
Organization type (select one among the listed typologies)	☐ Governmental entities (bilateral aid agencies included) ☐ Local authorities/entities ☐ Public agencies and their associations ☐ Inter-governmental organizations or agencies ☐ Non governmental organizations ☐ Associations ☐ Public and private foundations ☐ Small and Medium enterprises ☐ Big enterprises ☐ Micro/social enterprises and their associations ☐ Research entities and academics ☐ public-private partnership ☐ Other: _____
Legal status (choose between private and public)	
Social Security Number (not mandatory)	
Main activities (MAX 1000 characters included spaces)	
Key words (that describe your organization)	
Belonging to relevant scientific networks	
Official address (Nation, place, street, zip code)	

Phone (not mandatory)		**Homepage** (not mandatory)	

Legal representative (not mandatory)			
Name (not mandatory)		**Last Name** (not mandatory)	
Phone (not mandatory)		**e-mail** (not mandatory)	
Person responsible for scientific research (not mandatory)			
Name		**Last Name**	
Phone (not mandatory)		**e-mail**	
Referent			
Name		**Last Name**	
Phone (not mandatory)		**e-mail**	