2018 SEEP Annual Conference - Request for Proposals for Peer Learning Sessions

General Information

1. **Please enter information about the session chair below.** *

First Name

Last Name

SEEP Member Organization

Position title

Email address

Phone number

Skype (if not available, indicate N/A)

2. **Have you chaired a Peer Learning Session for a prior SEEP Annual Conference?** *

- ○ Yes
- ○ No

In what year?

Session Content

3. **Proposed Title (max 10 words)** *

4. **Under which Technical Track are you submitting this session?** *

- ☐ 1. Preparing for the Future of Food

- ☐ 2. Building Resilience to Protracted Crises, Disasters and Conflicts

- ☐ 3. Unleashing the Power of Women and Girls

- ☐ 4. Getting and Using the Right Kind of Evidence

5. **Learning Objective (max 200 words)** *

   What will session participants learn? What key questions will be
   answered? What is the target audience for this session in terms of
   professional profile and level of experience?

6. **Problem Statement (max 150 words)** *

Describe the nature of the existing problem. Who does the problem affect? How are they affected? How common is this problem?

7. **Solution (max 150 words)** *

Provide a description of the solution or solutions used to successfully address this problem. Is the solution transferable to other contexts? Is it cost-effective? What is innovative about this solution? What are the skills, capacities, and/or conditions required for successful implementation? What is the potential pathway for replication / scaling up?

8. **Evidence of Impact (Max 200 words)** *

Provide a description of impact. How many people are affected by the intervention? What is the evidence of change? What methods are used to monitor and evaluate change? What is the likelihood of the sustainability of the change? How do the interventions affect the wellbeing of marginalized or disadvantaged populations? Is there evidence of larger scale systems change?

9. **Session Description (max 100 words)** *

Please provide a brief description of your Peer Learning Session to be shared on the Annual Conference website, online Conference Community and Conference program, if accepted. Please take time to craft an engaging description that reflects your learning questions and session delivery format, and avoid listing names of speakers and organizations at your session. This is your best outreach tool to attract attendance!

10. **Which session format will you utilize?** *

You may view the session formats by clicking [here](#).

- ○ 1. Armchair chat

- ○ 2. Quick-fire forum

- ○ 3. Collaboration station

- ○ 4. Debate

- ○ 5. Tools tutorial

- ○ 6. Other learning format

  [   ]

11. **Outreach Support (max 100 words)** *

Please share how your organization will assist in the promotion of your session if it is selected to be part of the conference. Examples include media outreach, blogs, posting on social media, adding to online organizational calendar, sending email blasts to targeted audiences, promoting via partners, etc.

12. Communications Contact

Please share the name and email of a communications contact in your organization that can be our point of contact for outreach and promotion of the Conference.

First Name

Last Name

Position Title

Telephone

Skype (if available)

Email

Session Speakers

13. Speaker #1 *

First name

Last name

Organization

Position title

Telephone

Email

Preferred presentation language

14. **Speaker #2** *

First name

Last name

Organization

Position title

Telephone

Email

Preferred presentation language

15. **Speaker #3**

First name

Last name

Organization

Position title

Telephone

Email

Preferred presentation language

16. **Speaker #4**

First name

Last name

Organization

Position title

Telephone

Email

Preferred presentation language

17. **Scholarship Nomination**

Only one scholarship request will be considered per session. If a member of your session is likely to need a scholarship, please nominate him/her below.

18. **Request for Invitation Letters for US Visa applications**
    Please list names of participants who will need letters.

19. **Please use the space below to share any additional information or comments regarding your proposed session.**

20. **By submitting this proposal, you are acknowledging that you have read, understood, and agreed to the policies outlined [here](). ***

    ○ Yes, I agree to the policies outlined in the Request for Proposals.