



THIS PROJECT HAS RECEIVED FUNDING FROM
THE EUROPEAN UNION'S HORIZON 2020 RESEARCH
AND INNOVATION PROGRAMME UNDER GRANT
AGREEMENT N. 772705



**Report of the second annual
meeting, including outcomes of
knowledge workshops
26 – 28 February 2019
Alberese Farm, Grosseto, Italy**



NEFERTITI

Networking European Farms to Enhance Cross Fertilisation and Innovation Uptake through Demonstration

Report of the second annual meeting, including outcomes of knowledge workshops



Document Summary

Deliverable Title: **Report of the second annual meeting, including outcomes of knowledge workshops**

Version: 1

Deliverable Lead:

Related Work package: 8

Author(s): **Lian Lomax-Hamster (IT)**

Contributor(s): WP leaders

Communication level:

- **CO Confidential, only for members of the consortium (including the Commission Services)**

Grant Agreement Number: **7727053**

Programme: **NEFERTITI**

Start date of Project: **January, 1, 2018**

Duration: **4 years**

Project coordinator: **Adrien Guichaoua**

Abstract

NEFERTITI Programme promotes the creation of interactive thematic networks related to the agriculture sector to promote knowledge, learning and the adoption of innovative techniques through the exchange of information between different actors and live demonstrations.



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Day 1 - 26 February 2019





1. Welcome

by Adrien Guichaoua (ACTA), coordinator NEFERTITI

Adrien welcomes everyone to the **second annual meeting** and the **recommendations workshops PLAID & Agridemo F2F** and explains the objective of this meeting:

- get to know each other - (big network: 32 partners / 17 countries / 45 hubs etc.... Key condition for efficient implementation of the work - Most of the activities and parallel sessions will be organised per network
- to properly transfer PLAID and AGRIDEMO best practices!
- to transfer NEFERTITI tools for the first Demonstration campaign!
- to train Hub coaches (top-down) + get feedback (bottom up)
- overall objective is that all Hub Coaches are well prepared, aware of the best practices and control the NEFERTITI tools!

Integrated approach of the agenda: not anymore in WPs silos but following the different phases of demonstrations.

Expected outputs of the meeting

- Well connected and happy Hub Coaches and Networks Leaders
- Create ownership on the hubs 'activities!
- Start exchanging knowledge within and between Networks
- Demonstration best Practices are properly transferred from PLAID /AGRIDEMO to NEFERTITI Hub Coaches
- To receive concrete and clear feedback on the tools, measures and guidelines provided by the NEFERTITI Coordination.
- So, to quickly modify it to be implemented right from March 2019
- All necessary measures are in place for the first Demonstration Campaign!
- Hub Coaches are confident for the first Demonstration Campaign!

Next steps:

1. Launching of the Demonstration Campaign
From March 2019 to
 - 10 Demonstration Cross-Visits in 2019 (1 per network)
2. FARM DEMO Conference 21st of May 2019 Brussels - Final conference for PLAID and AGRIDEMO / Mid-term NEFERTITI for Policy makers + Farmers + R&I Actors)
3. First official EC Reporting M18

Marco Locatelli explains the concept of the Alberese farm which is where the meeting takes place.

INTERACTIVE SESSION ON 'PREPARING DEMONSTRATION'

2. State of art of the hubs and of the network governance

by Maria Cordeiro (INOVISA)

Maria sets out a timeline for hubs and networks and is explaining the hub and network governance. By now we should have our members established but still some hub coaches had difficulties as for instance activities were not followed but core group and they should at least be established now. **Please let us know which problems you are facing so we can help you!** There is still work in progress as there are only 8 regions who



have signed a registration form.

A question was asked whether they can sign up as an innovation actor? They can participate to all relevant activities, to support, providing knowledge or to only attending meetings. The idea is to be a part of a hub (regional) for participation.

3. Definition of demonstration

by Richard Lloyd (IFA)

Richard is explaining the main objectives for a Nefertiti demo event:

- Stimulate knowledge exchange
- Use multi-actor approaches
- Bring together innovation actors and demo farmers
- Promote peer-to-peer learning
- Adapting the knowledge to the need of the farmers according to their sector and their country
- Improve science-practice interactions
- Be adapted to each regional/national specific needs/background

A slide is shown of what a Nefertiti event could be and farm demo examples are being shown. Regarding the costs of a demo Adrien adds that all partners have received a dashboard at the beginning of the project with the exact budget set out. Together with these indicators shown it is up to you how to manage it.

Actions to do to prepare the first Event Campaign:

- **Read carefully the Hub Campaign Plan Guidelines**
- **define with the Hub Members your Hub aims and Events objectives**
- **complete the Hub Campaign Plan - Template (Annex 1) +**
- **fill in the Event Form on the Nefertiti Platform (Protocol on Annex 3) <https://nefertiti-h2020.eu/NefertitiPortal/#!/app-h/networks>**

4. Event forms on the platform

by Milica Trajkovic (BioSense)

Milica is explaining how to fill in the event forms by showing it on the actual NEFERTITI platform. The option to announce the event just registered and logged in as users. The route to access it is as follows:

- Log in
- Choose (your) Network
- Choose (your) Hub
- Click on "Add event"

The focus of the presentation is on motivation of Hub Coaches to announce their events on the platform and to upload the material such as pictures, agendas, additional info, etc. prior the event. The Event form has 18 questions, and most of them have pre-defined answers in the form of drop-down menu. Adrien makes it clear that it is central to have this platform: it is a tool to deliver with a simple process to simplify your life. **We would like to have this platform to be used so any event labeled as a NEFERTITI event must be filled in here.**

5. Communication

by Dimitar Vanev (NAAS)

Dimitar is explaining the general communication info on hub preparing demonstration activities. Adrien comments that regarding the hub flyer we have come up with a template but you as a hub coach knows better



than anyone else how to manage it. This also applies for the press release template for a demo event. Tom is adding that it should be very clear why people should attend a demo event, one has to 'hook' the participants. Luis says that we all have to learn how to communicate well. Adrien concludes that the main aim for now is the best practices FarmDemo and AgriPlaid but in the coming years the aim will be more on policy, how to attract as many people, on communication. **Proposed is an info box prepared for media!**

The internal newsletter will include info from this meeting, and information on the project, who are the colleagues, what is the coordination doing, inform what is happening in other networks. The external newsletter will be with results which is for a wider audience. This will be sent end of March to the consortium.

Dimitar is asking the audience how to attract people to participate to demo event? Any ideas? For machinery certain associations related to potatoes, grain, milk etc. is being proposed.

6. Exchange per network on the kind of events planned

by Fleur Marchand, Laure Triste (EVILVO) and Marleen Gysen (ISP)

The sessions consists of a short presentation on best practices by Marleen Gysen (ISP), Fleur Marchand / Laure Triste (ILVO) and Boelie Elzen (WU) and sufficient time for interactive exercises within networks Groups per network (= 45 min design exercise of one selected event per network using the key characteristics sheet, design sheet). Each session ends with a 5 min. individual reflexive exercise: what did I learn from this design exercise? what did not work?

Presentation by Marleen Gysen (ISP) on preparing demonstration events:

1 Goal of the event:

- Targeted objectives
- Topic and diversity of topics
- Sustainability dimensions
- Innovation

2 Host farm & logistics:

- Good access
- Suitable accommodation
- Participants can relate to the farm
- Catering
- Good audio/sound
- Security
- Registration

3 Demo set-up:

- Group size
- Available time for demo and balanced program
- Available budget
- Role division
- Balanced program
- Type of demo
- Composition of group
- Group connectedness
- Trustworthy demonstrator

4 Recruitment

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- Invitation adapted to the target audience
- Suitable period
- Publicity
- Incentives to lure participants
- Possible interaction with target audience in advance

Following the discussion, people were divided by networks: an exchange within each network using the Hub campaign to discuss events planned. One event is selected to prepare during session to define the goal and the audience; plan the logistics on the host farm; plan the set-up of the event; plan the recruitment; individual reflexive exercise.

Learning and facilitation methods for demo events by Laure Triste (EVILVO):

3 basic rules:

- Relate learning content to farming practice
 - Make use of the host location
 - Surprise participants
 - Single technique vs. Whole farm approach
 - Provide Contextual information
 - Define and repeat Key messages
- Engage participants in active knowledge exchange
 - Create a stimulating setting
 - USE didactic materials
 - Split up large groups
 - Good facilitator
- Use a variety in learning activities
 - TALK about it
 - Show it
 - Let them do it
 - Write it down

4. LEARNING & FACILITATION METHODS

- ✓ Learning content (relates to topic)
(Single topic → whole farm approach - Comparison of multiple practices - Real life conditions)
(Learning from failures – contextual information – various knowledge levels – highlight key messages)
- ✓ Activities supporting (inter)-active knowledge exchange
(One-way communication: oral presentations – storytelling – information panels - poster stands – webinar)
(2-way communication: interactive formal discussions (focus group – world café – timeline ...) - Q&A – reflexive exercises
– ICT supported methods - informal exchanges and networking)
- ✓ Activities supporting experiential learning
(field walk - hands-on experiences - multi-sensorial experiences - exhibit practical example – workshops)
- ✓ Create stimulating setting
(organisation of room/meeting space - language and jargon - parallel sessions - split up large groups
(familiar atmosphere (setting, ice breakers,...) vs. out of their comfort zone - surprise effect)
(trained facilitators)
- ✓ Didactic materials
(presentations - voting systems - visualize content/infographics - coloured cards - video material – booklets - templates)
- ✓ Time management
(time keeper)
(balanced agenda: time for questions – for discussions and exchange of experiences - for informal exchanges and networking)
- ✓ Plan vs. practice
(N° of visitors - weather - broken equipment - too diverse knowledge base)



7. Live communication

by Dajana Vujaklija (BioSense) and Thomas Alfoeldi (FiBL)

Thomas is explaining the video production of a demo event. When making your own video Thomas offers to do the editing. There is also a PLAID manual with details and text about how to do the video production of a demo event. Adrien comments that we need to produce 45 videos in total (15 per year) so please inform Thomas about the demo activity, or send videos for editing. Every topic is suitable.

Dajana Vujaklija on social media:

Dajana is dividing the group into 2 groups to discuss and give advice on how to share information on demonstration events. How to promote it? How to do announcement, live communication, reporting and sharing most important messages on events etc.

Action

Communication officers and those who are active on Social Media are advised **to share content on their Social Media Channels and mention NEFERTITI Channels**, while those who are not familiar with social media networks are invited to take pictures or record videos during the demo events and send material to Dajana via email vujaklija.dajana@gmail.com or WhatsApp (+38163545272). If your post is not written in English, please send the description in English to Dajana directly or through NEFERTITI profiles direct messages.

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Day 2 – 27 February 2019



**INTERACTIVE SESSION ON 'EVALUATE AND IMPROVE DEMONSTRATION'****8. Monitoring and evaluation tools, manual and journal**

by Herman Schoorlemmer / Boelie Elzen (WU)

Herman is explaining how to monitor, evaluate and improve demonstrations. Objectives for M&E in Nefertiti:

- To help the Hub achieving its objectives by providing inputs for a process of self-assessment in the Hub
- To collect, report, analyse data on what happens and what is learned to share in the hub, between hubs and networks and with the wider AKIS environment

Herman continues to explain task 1: preparing M&E, task 2: doing M&E, tool 1: checklist for organizing a demo; tool 2: team reflection procedure; tool 3: exit poll for Demo events. Afterwards small groups work on analysis of the hub journal and to work on the M&E scheme.

Questions:

What is the general experience with exit polls? It is not a 10-minute exercise; Heidrun is remarking that you should have sufficient people who can do that. Herman confirms to try to make it more simple. Tom proposes that some questions could maybe be rewritten as scales and not as open questions. Herman suggests to use the forms the 1st year and after the first year an evaluation will take place and will adapt if needed. Another comment was made that in another project they used a small app for online survey. Herman comments that we want to have the reasons behind it and we don't necessarily need statistics of so many people. Also when using an app, we then need to have close questions. What will happen with all this data? Fleur comments that we learn from the data and we will use the data for reflection tools, it is not meant for academic purposes.

It is proposed that when gathering contact details to think of a generic form for informed consent. To have a presence list for pictures and GDPR, so tool box with simple elements to be done per event. **ACTION**

9. Best practices

by Fleur Marchand / Laure Triste (EVILVO)

In general, the reaction of the Hub coaches on the proposed best practices was quite positive. They were inspired by the presentations and were able to discuss more in-depth the approaches for one event during the next demo campaign

During the meeting in Alberese, we discussed the following based on the feedback from participants.

Discussion points:

1. how to go about best practices deliverable?

To finalize the deliverable, Laure will prepare a proposal for collaboration next weeks. She will mainly ask Heidrun and Annie to review. Thomas Alfoldi will be asked to provide some useful links to video's he made for PLAID and NEFERTITI. Laure will make suggestions of what you can do to aid, and definitely aid to find extra websites, documents which give information on a specific key characteristics, ex. website with energizers. Second, within PLAID and NEFERTITI, a demonstration design guide will be developed. NEFERTITI will join this and we plan to even go a step further and develop a training toolkit for on farm demonstrations.

2. Process of best practices specified for NEFERTITI networks?



We will discuss this after the Alberese meeting, but the FarmDemo training should take this into account. And also the deliverable is already specified a lot in terms of structure for the NEFERTITI purpose (Prepare, Carry out, Evaluate and Improve).

3. How to go about the DAPs next years?

Each network needs to develop an improved DAP per demo campaign year. So, we need to think how we guide this process, how to capture the learning in improving the DAPS?

For analytical purposes, it is interesting to find out why and how that the DAPs will have changed and how they add to the networking building. As such, we need a process to guide the network leaders towards a new version of the DAP, make sure there is enough space for reflexivity (primary goal of the DAPs) and we need a session during the next annual meeting (= focus group possibly complemented with interviews) to find out how this DAP tool is working, the value of it and the value of this way of networking. As we now already notice tension between set up a network in 1 year, and the maybe (un)realistic idea of having this network build up without activities.

4. ESRS vs ESEE

Both for ESRS (Heidrun) and ESEE(Laure) an abstract is submitted. The 2 have a similar focus. For the conferences there is not a real problem. We can see how these 2 conference abstracts/papers evolve and then decide if we can make 2 papers out of it. It might be not possible. So then to discuss how to proceed further. It will also depend on what we gather further of data and messages we can see within these data.

Time frame:

- 1 Now already a theoretical idea
- 2- Next year we make up a methodology for gathering more practical data from NEFERTITI networks (key informants' interviews or other? also ask participants)
- 3- And finalize with a validation workshop during next annual meeting, where we can also give input (knowledge on how to build a network)

10. Communication report

by Milica Trajkovic (BioSense)

This session is dedicated to post-event reporting and is a continuation of the Event Form questionnaire. The main purpose of the post event questionnaire is two-fold: to have the overview on conducted demonstration activities for both internal and external use and to have the material for the follow-up on demo events on social media. The post event questionnaire has four questions.

All questions (both for pre- and post-event) are part of one comprehensive overview on demo event, which will be available on a separate web page, with its own link and in a pdf format, available at the end of each event page.

Actions for the next 6 months:

- Translation of Event Form (pre and post event questions and proposed answers) to all NEFERTITI languages
- Integration with FarmDemo Hub platform (both on technical level as well as in terms of data integration to current NEFERTITI system)
- Fine-tuning of the platform according to inputs of the users (consortia members) and identification and solving bugs in code
- Work on platform responsiveness, so it can be equally well displayed on all sizes of monitors (mobile phones, tablets, desktop, etc.)



11. Policy aspects and recommendations

Plaidd and Agridemo policy recommendations by Claire Hardy (HUTTON) and Marleen Gysen (ISP).

During this session Claire explains the online tool *Menti.com* whereby one can interact with the audience using real-time voting. Several questions were asked on policy recommendations for instance what policy recommendation should we target at which level, sectorial, national or European regional. To provide more valuable feedback to further develop and guide the policy recommendations all partners are asked to fill in the online google form after the meeting. Together with the feedback provided during the meeting this input will be included into the process.

NEFERTITI policy aspects by Lieve Prins (PZH) & Fabio Boscaleri (Tuscany)

Lieve and Fabio present policy aspects and recommendations:

1. **the membership declaration:** we have asked the hub coaches to be signed by their region. We didn't receive that many declarations and we have asked what are the barriers in signing. 'Public organizations find it too much administrative work and because of the official lay-out of the document, they think that the document has to be signed by a manager. The problem is not that public organizations don't have the interest in the project, but it is more the administrative workload that impede the signing of the document.' Most of the hub coaches have stated that they have contact with public organizations.

Adrien adds to make clear our added value so identifying region to get funding in 3 or 4 years, to identify already funded projects how to help these regions, help them by training them with best practices. No activity to showcase so far so understand it is tricky for membership declaration. It is mandatory to have first contact with policy makers from the first Demonstration Campaign.

2. **Deliverable 6.1** to be delivered in June 2019: we have to come up with a list of relevant ESIF projects that already use demo farms and can be connected to the NEFERTITI project, or projects that don't use demo farms but a demo farm can improve the project. The project has to fit in one of the ten themes of NEFERTITI. We have explained the kind of projects that we are looking for and some examples of relevant projects have been given. The goal is that hub coaches are also aware of this action such that they will let us know if there are some interesting projects.
3. **The national AKIS analysis:** we want to analyze what the financing opportunities are in every country and on which public organizations we should focus (regional/national/EU). We have set up some questions that will give us a picture of the situation for a public organization. We have started our analysis for the regions Tuscany, South-Holland and South Ostrobothnia to test the questions and we have showed our answers. We have agreed with WP1, who are also active in the policy aspects due to the PLAID project, that we will work together on this. We will use the outcomes of PLAID and their information about countries and policy aspects.

Actions:

- Ideas about a simple and easy way for EU regions to state that they support and participate to the NEFERTITI project/network of demo farms
- Action plan to select relevant ESIF projects in each hubs with whom to link with.
- Contact with WP1 and PLAID coordination about their information of EU countries/regions on agri policy

Field visit

Introduction to field visit by Marco Locatelli – presentation on Integration of farm management information



system in a public DemoFarm

12. Cross visit introduction (per group field visit)

by Michael Kuegler (EUFRAS)

Michael is explaining how to prepare the cross visit (Key persons for organizing the cross visits; Cross visit participants; Methodology; Cross visit structure and is explaining the cross visit in 6 steps:

1. Kick off
2. Field demonstrations
3. Reflection on field demonstrations
4. Social activity
5. Knowledge exchange
6. Wrap up

The general guidelines for planning and hosting cross visits is explained. Before the demonstrations of the cross visit starts this afternoon, every participant has to choose 2 observation cards. These cards will be used to monitor the demos and to evaluate the demos afterwards. 1) Innovation Observation Cards (IOC): cards related to aspects of the demonstrated innovation and 2) Demonstration Observation Cards (DOC): cards related to aspects of the demonstration itself (so the way the innovation is demonstrated). Innovation and demonstration canvas is also explained for the practice of the M&E and collective reflection on the field visits as well as the pearls, puzzling and proposals template needed for the evaluation and reflection on the field visits.

In the afternoon the following field visits are taking place:

Field visit 1: Inno al Sole (annex 2)

Field visit 2: Alberese farm (annex 3)

Field visit 3: Podero Forte (annex 4)

13. Practice the M&E and collective reflection on the field visits

by Herman Schoorlemmer / Boelie Elzen (WU)

M&E team was involved in the sessions: Prepare, carry out and Evaluate a demo event and in the collective reflection on the field visits. In general, the reaction of the Hub coaches on the proposed tools and approaches was quite positive. They are able to use it and its expected that the developed material will be effective and will fit to the goals of reflection and improvement. But there also seems to be duplications in some tools and templates and besides steps for planning and reporting should be streamlined including clarity about mandatory and voluntary reporting.

We made the following appointments (also based on inputs from feedback session and reflection sheets):

- Development of the **Monitoring & Evaluation helpdesk** with a Q&A session or FAQ section on M&E on intranet. Development of ideas to organise online coaching through sessions on specific topics (action ACTA, beginning of April)
- **Use of Hub Journal:** Mandatory for HC is that they deliver each year to WP5: 1 in depth analysis of demo and 1 annual report. Regarding tools: not mandatory to use, if they have others they can use it. Suggestion to communicate about this after improvements of Hub Journal (see below)
- HCs complained about the overkill of documents to be completed. Proposal to **integrate the Hub campaign plan into the Hub journal**. And making clear what is mandatory to complete. (action WR



in cooperation with WP3, first half of March, so the merge should be finished before the campaigns start).

- **Analyses of data for recommendations.** Will we collect the right data with the tools to come up with recommendations? We have to develop an efficient method (data, process, feedback etc). Based on this approach they will evaluate whether the right information is gathered or need to be collected (quantitative, qualitative data, or other questions required). WR will elaborate a draft approach to analyse the data. This will be discussed in a skype-session in WP5 (mid-April)
- **The feedback forms.** All HC's filled in a feedback form after the 3 sessions, prepare, carry out and evaluate. Fleur and Laure will scan all feedback forms from the HCs and send it to the M&E team. The scans will be read critically and the relevant aspects will be grouped in an excel file according to what is valuable for the hubs/NWs, for WP5 (and/or FAQ), for project. The aim is to already filter out the input. Fleur and Laure will coordinate this (first week of April).
 - Laure and Fleur analyse the Prepare section
 - Delphine analyses the carry out section
 - Herman and Boelie analyse the evaluate section
- **Canvas/Tools for Cross Visits** showed too many duplicates and where not enough in line with each other. So canvasses will be simplified and a better link between the canvas and the observation cards will be made and cards will be reviewed. Canvas (ILVO, Laure), Cards (ACTA, Delphine)
- **Monitor attendance on CVs:** We should aim for attendance of WP5' monitors on CVs in the first year, but is it feasible? Most of them are planned from May to August. Herman will contact Michael on all available dates, so we can discuss this within the WP5 group.
- **Communication / Education:**
 -
 - Idea to develop and test of curricula / pedagogical material for schools besides recommendations (task 5.5) (to be worked out later by AL, Cynthia)
 - Fleur and Adrien have been contacted by projects to present the outcomes from FarmDemo. Idea is to develop a training for other H2020 projects on prepare, carry out, evaluate. --> Anne-Charlotte is interested to collaborate. Fleur leads this. Try to collaborate with Cynthia's task mentioned above. Fleur will contact Cynthia. Another link could be made with EU project AgriLink in which Open university develops web based pedagogical material (contact via Herman)

Social dinner in the evening with all the participants at restaurant 'Osteria del Viandante' in Castiglione della Pescaia.

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Day 3 – 28 February 2019

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14. Feedback on the whole Demonstration process & tools

Opportunity for all Hub Coaches and project partners to give feedback: clustered by network and then sectors, where discussions have taken place to discuss what works and if needed how to improve the tools and processes.

Regarding budget cross visits: Adrien is commenting to check the budget, every partner has received a dashboard at the beginning of the project. If you need 5000 euro more in order to get more farmers or to do another cross visit you can make a small shift in budget, maybe allocate PM to other tasks where you need more time.

General remarks feedback whole demonstration process & tools and the whole annual meeting:

- Enough time to discuss and for some not
- Regarding the received guidelines: need to be more specific what is mandatory and what is for info
- Have to be more clear on tools be more specific what info is requested. So reduce info and digitalize the info
- Share outcomes broader than only between partners
- Sharing of knowledge within the network
- Good facilitators
- Too many emails, too many tools: have to simplify it to avoid complication
- More social time needed
- More time for exchanges in network.
- Organize meetings at regional scale
- More info on demo knowledge.

Challenges:

- Language
- Organization of cross visits so regular skype meetings are needed
- How to focus on peer to peer learning and events
- Difficult to use M and E tools in demo activities not organized directly by us.
- Theory after field visits

Proposed:

- Hub coaches want to present what they are doing, share their own experiences.
- To have concrete examples on tools
- Before a field visit it is advised to communicate the objectives, what is being demonstrated so to know what to expect.
- We are all going home now, what to do now as a first step?
- How to integrate our tools and ambitions in already existing situations?
- Policy aspect: at hub level difficult how when why to involve and what is policy recommendation from my hub?
- How to organize and facilitate technical exchange.
- So many documents: could we have a summary of how this fits together.
- Sharepoint, folders related to different steps in demonstration.
- We need open space discussion time in network.

Adrien comments that we will take all comments into account and we will try to see how to improve/change



where needed. We made a lot of effort to limit the flow of information, some aspects were less managed than others. **What to do now in the next 6 months: action list was sent to hub coaches** before this annual meeting which includes all the tools and information. So **please fill in the event form, organize demo's and communicate about it.** We started the project organizing tasks per WP but we will organize it now more closely to reality, to actions without the link to the WPs.

A revised action Plan for the first demonstration campaign taking into account all remarks above will be sent by the beginning of April.

15. Networks 'Knowledge exchange

by Maria Cordeiro and Luis Mira da Silva (INOVISA)

During this session the Knowledge exchange foundations in the context of NEFERTITI are presented for feedback and discussion. Hub coaches/network leaders are happy with suggestions for knowledge exchange sessions and exercises presented. Suggestion to, on a first approach, focus on organisation skills for demo-events. There was also a suggestion to held a workshop/event for less experienced/interested people on organisation of workshops and demos using experience from NEFERTITI and other projects.

Adrien comments that one is free to organize events how you want, please find the balance between the guidelines and being flexible. By skype or through other channels, you do not have to wait for the coordination team.

Following the discussion, people were divided by networks, to:

1. Present innovation case studies in each hubs region and discuss the usefulness and applicability of each innovation in other hubs' contexts
2. Select 1 of the previously presented innovation case studies based on which would be of most interest for cross-fertilization within the network and discuss how it can be used to organise a future cross-visit Each hub has to deliver 2 EIP-AGRI Practice Abstracts by the end of the project; first one by M24 and second one by the end of the project M48.

Hub coaches are reminded that they should use the innovation case studies **to write a EIP-AGRI practice abstract** to be put in the EIP-AGRI database in order to widen the impact and the size of a given network."

16. Project management and reporting

by Lian Lomax-Hamster (IT)

This session is mostly dedicated to the **upcoming reporting period RP1: 1 January 2018 till 30 June 2019.**

Both the technical as the financial reporting are explained and the following timeline has been agreed:

- **By 10 June 2019** INRA Transfert will send all partners a WP template of all the WPs to be filled in with all the activities from M1 to M18 – the financial contact person of your organization will receive a financial template to be filled in with all the related costs from M1 to M18
- **By 10 July 2019** every partner sends the filled in WP templates to the relevant WP leader
- Then, the WP leader compiles all the information received in a single document, completes the remaining sections and sends the WP report to Adrien/Lian latest **by 26th July 2019**
- **By 15 July 2019** the figures will be checked and validated by ACTA + IT - once validated the FSIGN officer of your organization signs the Financial Statement electronically (online) + submits it to the coordinator
- **In August** reports will be checked and verified and when the technical/financial templates are incomplete - please make sure someone of your organisation is present.

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- The coordinator submits it to the EC

17. Wrap up

by Adrien Guichaoua (ACTA), coordinator NEFERTITI

After 14 months into this project we are on the right track with a good mind-set with a good collaboration between partners. If there are any candidates for the next AM don't hesitate to propose.

What to expect this year:

- The transfer of best practices from Plaid and AgriDemo has been very useful. Our aim now is to turn the best practices into a toolkit to train other people outside Nefertiti with this toolkit. We have already received proposals from other projects for this and we will have money and time to do it. Check if tools were relevant and how far we could improve them to provide you with an updated version with cross visits ahead.
- FarmDemo conference 21 May 2019 in Brussels: **we are expecting at least one representative from each organisation**
- 1st reporting period coming up, latest submission date 30 August 2019
- Winter meeting with the Network leaders and WP leaders.

END OF THE 2nd ANNUAL MEETING

An ExCom meeting takes place after lunch for ExCom members only.



Nefertiti partners at Alberese farm, 26 – 28 February 2019

picture by Thomas Alfoeldi



18. ACTION LIST

Who	When	Action
Hub coaches + Network leaders	ASAP	To let the coordination team know of problems and issues faced to establish members, so that we can assist.
Hub coaches + Network leaders	ASAP	To read carefully the Hub Campaign Plan Guidelines
Hub coaches	ASAP	To define with Hub members your Hub aims and Events objectives
Hub coaches + Network leaders	ASAP	To complete the Hub Campaign Plan
Hub coaches + Network leaders	ASAP	To fill in the Event Form on the NEFERTITI platform https://nefertiti-h2020.eu/NefertitiPortal/#!/app-h/networks
Hub coaches	ASAP	To organise demo's and communicate about it
Hub coaches + Network leaders	From September to December 2019	To write a EIP-AGR practice abstract for the EIP-AGRI database based on the innovation case study presented at the meeting WPL7 will come back to you straight after the summer 2019
All partners	ASAP	Translation of Event Form
NAAS	ASAP	To prepare an info box for the media
Communication officers and those who are active on Social Media	During the project	To share content on your social media channels and mention NEFERTITI channels
ExCom	ASAP	To prepare a generic form for general consent for demo's: a tool box with presence list, GDPR etc.
BioSense	ASAP	Integration NEFERTITI system with FarmDemo Hub platform
BioSense	ASAP	Fine-tuning of the NEFERTITI platform and working on platform responsiveness
All partners	ASAP	Fill in online google form to provide more valuable feedback to further develop and guide the policy recommendations or email to Claire Hardy (HUTTON) (Claire.Hardy@hutton.ac.uk)
Hub coaches + Network leaders + all partners	Before June 2019	To send references of interesting ESIF projects (Operational Groups, INTERREG etc..) in the same geographical area, on a similar topic (or that are already using demo farms) and can be used for the NEFERTITI project. Email to Lieve Prins (l.prins@pzh.nl) and/or Fabio Boscaleri (fabio.boscaleri@regione.toscana.it)
Lieve Prins + Fabio Boscaleri	ASAP	To contact WP1 and PLAID coordination about their info on EU countries/regions on agri policy
WR	ASAP	To integrate Hub campaign plan into Hub journal
WR	ASAP	To come up with draft approach to analyse data for recommendations
EV-ILVO + WR	ASAP	To coordinate feedback from the HC's to be sent to M&E team
EV-ILVO Laure + ACTA Delphine	ASAP	To simplify canvasses and better link between canvas and observation cards (to be reviewed)
Herman Schoorlemmer	ASAP	To contact Michael for dates for attendance WP5 monitors on CVs this year

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Cynthia Giagnocavo + All	ASAP	To develop and test curricula/pedagogical material for schools besides recommendations (task 5.5)
Fleur Marchand with help from Anne-Charlotte Dockens, Cynthia Giagnocavo and Herman Schoorlemmer	April 2019	To develop a training for other H2020 projects on prepare, carry out and evaluate
Coordination team	Early April 2019	To take into account all comments and feedback on the whole demonstration process & tools + to send a revised action plan for the first demonstration campaign
IT	Early June 2019	To start the reporting process in sending templates for technical and financial reporting to all partners
All	21 May 2019	To participate to the FarmDemo conference in Brussels. At least one representative from each organization is expected

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Annexes



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Annex 1 Agenda



FarmDemo



Agenda

2nd annual meeting NEFERTITI

Recommendation workshops PLAID & Agridemo-F2F

26 – 28 February 2019

Alberese, Grosseto, Italy

Day 1 Tuesday 26 February 2019

13.00 – 14.00	Registration All participants
14.00 – 14.15	Welcome by Adrien Guichaoua (ACTA), coordinator NEFERTITI
14.15 – 16.45	Interactive session on ‘preparing demonstration’ <ol style="list-style-type: none"> 1. State of art of the hubs and of the network governance by Maria Cordeiro (INOVISA) 14.25 2. Definition of demonstration by Richard Lloyd (IFA) 14.35 3. Hub campaign plans and guidelines by Richard Lloyd (IFA) 14.45 4. Event forms on the platform by Milica Trajkovic (BioSense) 15.05 5. Communication by Dimitar Vanev (NAAS) 15.30 6. Exchange per network on the kind of events planned by Richard Lloyd (IFA) 15.45 7. Best practices in preparing demonstration focusing on Access (with input from PLAID & AGRIDEMO-F2F) by Marleen Gysen (ISP), Fleur Marchand / Laure Triste (EVILVO) and Boelie Elzen (WU)
17.00 – 17.30	Coffee break
17.30 – 19.30	Interactive Session on ‘carrying out demonstration’ <ol style="list-style-type: none"> 17.30 1. Presenting best practices by focusing on peer to peer learning (with input from PLAID & AGRIDEMO-F2F) by Fleur Marchand / Laure Triste (EVILVO), Marleen Gysen (ISP) and Boelie Elzen (WU) 18.45 2. Live communication – by Dajana Vujaklija (BioSense) and Thomas Alfoeldi (FiBL)
19.30	Aperitive + teambuilding
20.30	Buffet dinner at Alberese farm



Day 2 Wednesday 27 February 2019

08.30 – 10.45	Interactive Session on ‘evaluate and improve demonstration’
10.00	1. Monitoring and evaluation tools, manual and journal by Herman Schoorlemmer / Boelie Elzen (WU)
10.30	2. Best practices by Fleur Marchand / Laure Triste (EVILVO)
	3. Communication report by Milica Trajkovic (BioSense) and Dimitar Vanev (NAAS).
10.45 – 11.15	Coffee break
11.15 – 12.30	Policy aspects and recommendations
11.45	1. Plaid and Agridemo policy recommendations by Lee-Ann Sutherland (HUTTON).
	2. NEFERTITI policy aspects by Lieve Prins (PZH) & Fabio Boscaleri (Tuscany)
12.30 – 13.30	Lunch
13.30	Introduction to field visit by Marco Locatelli <ul style="list-style-type: none"> • Bus leaving for Field visit 3: Podero Forte (networks 7,8,9)
13.45	Cross visit introduction (per group field visit) by Michael Kuegler (EUFRAS)
14.30	Start of field visits <ul style="list-style-type: none"> • Field visit 1: Inno al Sole (networks 1,2,3,10) • Field visit 2: Alberese (networks 4,5,6)
17.30	Practice the M&E and collective reflection on the field visits by Herman Schoorlemmer / Boelie Elzen (WU)
19.00	Leaving by bus for Social dinner Transport by bus to Restaurant "Osteria del Viandante" Corso della Libertà 19, Castiglione della Pescaia (+39 0564 939400) link restaurant google maps



Day 3 Thursday 28 February 2018

08.30 – 09.30	Feedback on the whole Demonstration process & tools
	Opportunity for all Hub Coaches and project partners to give feedback: clustered by network and then sectors, discussions will take place to discuss what works and if needed how to improve the tools and processes.
09.30 – 10.00	Coffee
10.00 – 12.00	Networks ‘Knowledge exchange
10.30	<ol style="list-style-type: none"> 1. Knowledge exchange plan for NEFERTITI by Maria Cordeiro (INOVISA) 2. Knowledge exchanges activities per Network: each Hub Coach to prepare a short innovation case/sheet to exchange innovation with the challenges ahead to prepare the EIP-AGRI Practice Abstract
12.00 – 12.30	Project management and reporting by Lian Lomax-Hamster (IT)
12.30 – 12.45	Wrap up by Adrien Guichaoua (ACTA), coordinator NEFERTITI
12.45	END OF THE 2nd ANNUAL MEETING
12.45 – 13.45	Lunch
13.45 – 15.30	ExCom meeting for ExCom members ONLY

Collaboration between:



PLAID
PEER-TO-PEER LEARNING:
ACCESSING INNOVATION
THROUGH DEMONSTRATION



AGRIDEMO
FARMER TO FARMER



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Annex 2 Field visit 1 Inno al Sole



Field visits – Draft Programme

Field visit 2 – Cereal/Germplasm bank/Valorization and Marketing/Organic (Networks 4, 5, and 6)

14:30 – Visit to the Tenuta di Alberese experimental and demonstration fields

Visitors will be introduced to the regional catalog of varieties registered in the Regional



Repertory (ref L. R. 64/2004). Some of the varieties have been reintroduced in relevant commercial circuits (eg. Senatore Cappelli, a traditional durum wheat variety cultivated in the Natural Park.

15:00 – Moving to “Rispecchia” Germplasm bank – about 15min

Then, visitors will move to “Rispecchia” Germplasm bank. The Regional Bank of Germplasm of Tuscany is aimed at guaranteeing the protection of regional autochthonous

resources, by ex situ conservation.

Also, visitors can see the multiplication of varieties of common wheat registered in the Regional Repertory (ref L. R. 64/2004) and the National Register of Conservation Varieties. Furthermore, it is possible to consult the catalog of 4 olive varieties registered in the Regional Repertory (ref L. R. 64/2004 - ex situ conservation), for the pressing of mono-varietal oils.

16.00 – Moving to Alberese Donato Giuliano Farm – Visit to Broad bean crop manage with precision farming technology



16:45 – Moving to Alberese Food store

Finally, visitors will move to the Alberese Food store. Here they can see all the local products which are sold in the market (Short Food Supply Chains).

17:30 – Expected closing time + short trip back to Conference hall



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Annex 3 Field visit 2 Alberese farm



Field visits – Draft Programme

Field visit 1 – Livestock/Animal production/Pasture management/Organic (Networks 1, 2, 3 and 10)

14:30 – Visit to the Maremmana cows [Alberese](#) livestock

The visit will start from the farm saddlery, where visitors will learn about the “Butteri”, the traditional Maremma's workers that govern the equine and bovine herds on horseback. Their role is a symbol of Alberese Farm.



The chief of butteri will present the main characteristics of the maremmana cows, the accessories and the typical harnesses they use in their work. In the Alberese farm there is a special attention to improving the local breeds through performance tests carried out by the ANABIC Genetic Center. Visitors will attend to a demonstration of the traditional work of the Butteri, in moving bull cattle.

15:30 – Moving to “[La Maremmana](#)” Farm (Principina Terra) – about 40min.

16:10 – Visit of the Farm: Buffalos breeding, direct market, biogas plant

After a short trip, the visit will continue at the Maremmana farm, which is strongly inspired by the circular economy concept. Beside a buffalo production, a biogas plant is powered by livestock manure, exhausted whey, dairy waste and dedicated crops. This method produces electricity and heat. The electricity is used for the company and sold into the network.

Thermal energy is used to generate hot water for the stable

17:10 – Return to Alberese

17:45 – Expected time of arrival



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Annex 4 Field visit 3 Podero Forte



Field visits – Draft Programme

Field visit 3 – Viticulture/Soil management/Precision farming (Networks 7, 8, 9)

13:30 – Leaving Alberese to “[Podere Forte](#)” farm, Castiglion D’Orcia (Bus trip about 1h30min)

15:00 – Expected arrival at Podere Forte
Podere Forte is a winery and farm in Italy. A mix between ancient and modern, traditionalism and innovation. Podere Forte is administered according to both scientific criteria and biodynamic principles. Where diversity is harmonized and united into a single principle and where quality goes hand-in-hand with total respect for the environment.



15:15 – Demonstration of technologies and soil management. Use of drones and discussion with drone operator.

Podere Forte is a commercial farm which is heavily investing in new high-tech solutions for reducing the costs and impacts of in-field operations (eg. Soil compaction, energy consumption, etc.) for further improving the very high standards of their main product (wine).

To reach such objectives, they have

decided to invest in drone technologies and are currently testing new devices which combine sprayer technologies with different kind of sensors. Podere Forte intends to procure new generation drones (with related software) for both monitoring and agricultural operations and is employing skilled personnel for their management. The use of drones replaces the use of tractors and other heavy machineries which create problems to soil. In this way it is possible to reduce soil compaction.

16:00 – Visit to the winery and laboratory
Visitors will be see the winery that produces an high quality wine. Inside the farm there is a laboratory that constantly checks and monitors the quality of the wine.



16:30 – Return to Alberese

18:00 – Expected time of arrival in Alberese

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THIS PROJECT HAS RECEIVED FUNDING FROM THE EUROPEAN UNION'S HORIZON 2020 RESEARCH AND INNOVATION PROGRAMME UNDER GRANT AGREEMENT N. 772705

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