

PROLINNOVA methodological guidelines A

Documenting processes of Participatory Innovation Development (PID)

It is important to distinguish between documentation of local innovations and documentation of PID processes. Documentation of innovations provides a record of what individuals or groups of small-scale family farmers have accomplished in developing their own innovations, and it is important for giving recognition to the originators of the innovations and also for inspiring others to innovate.

Documentation of PID processes facilitates learning about how farmer innovators engage with other actors in agricultural research and development in farmer-led joint innovation processes. Process documentation provides a record of what really happened – not what was planned by whomever or what should have happened – and is open about gaps and weaknesses. PID process documentation describes the objectives and design of the PID process and then describes how the PID actually evolved and the results that were obtained, including lessons about facilitating PID. This documented evidence can be used in policy dialogue to promote a PID approach.

PROLINNOVA Country Platforms can use the following as a guide to document and share experiences on their PID processes.

1. Title of the PID process (e.g. *Investigating the nutritional value of dawadawa pulp mixed with maize flour in the Yendi Municipality of Ghana*)
2. Name and general characteristics of the innovator(s) or group (sex, age, main occupation etc) that developed the local innovation on which the PID process is based
3. Brief context of the innovation (locality, farming system, tenure system, agroclimatic zone etc)
4. Description of the innovation being further developed or tested, including its local name (and translation), type of innovation (related to crops, livestock, trees, pest control, food processing, marketing etc) and benefits or relevance to the innovator(s), other farmers and wider community (food and nutrition security, income, environment, climate resilience, gender relations etc); here, refer to the separate document in which the innovation itself is documented and recognition given to the local innovator(s).
5. Why and how the innovation was identified and selected for PID:
 - Who was involved in selecting the innovation and questions for PID?
 - What criteria were used to make this selection? Which criteria were suggested by women and which by men?
 - How was consensus reached on which innovations and questions to select for PID? Were any specific tools used to reach consensus? If so, describe how they were applied.
6. What was/were the objective/s of the PID process: what was the problem to be solved using PID, and the benefits to be derived by whom at the end of the process?
7. Name(s) and general characteristics of the farmer(s) and other actors – e.g. agricultural advisors, NGO staff, formal researchers, business people – undertaking the PID and their agreed roles in the PID (in terms of the farmer/s who take/s the lead in the PID, indicate the different roles of the family members – spouse(s), sons, daughters, others in extended family)

8. The process of PID – a chronological description of the main activities undertaken, including who did what, where, how and why etc (*use the active and not the passive tense e.g. “John kept a written record – not “a written record was kept”*):
 - Planning and design of the PID, including who participated / facilitated the design and planning process (differentiate between men’s and women’s involvement) and what outcomes of the planning and design process were
 - Who was involved in identifying the materials / inputs needed for the PID process? Who provided which materials/inputs (farmer/s, NGO, researcher, other?)
 - Was any training given before starting the PID process? If so, who trained whom? Describe any specific measures that were taken to ensure that women could take part.
 - Research/experimental procedure, i.e. the actual joint experimentation/ improvement or value-adding process: treatments used, day-to-day work carried out, collection and analysis of information/data including description of data-collection tools used (*it is important to collect relevant information/data carefully so that the PID outcomes can be used in policy dialogue*)
 - Roles actually played by all the stakeholders involved (with regard to farmers, indicate how men, women and youth were involved in the various activities during the PID process); specify any measures taken to facilitate involvement of women and youth
 - How the activities were documented (written records, video, photos etc); include photos of PID involving different stakeholders
9. Evaluation of the PID process and of its findings/results/outcomes:
 - Who was involved in the evaluation?
 - What criteria were used to assess the results? Which criteria were suggested by women and which men?
 - What feedback did farmers (differentiate between men, women and youth) give regarding the process and outcomes of the PID process?
 - What feedback did other actors in the PID process give?
 - What new opportunities/issues, if any, were identified (by whom) for further improvement/ experimentation/research?
10. What challenges were encountered during the PID process (e.g. weather conditions, time availability, cultural and gender issues, capacity gaps) and how were these challenges dealt with? What were the roles of different actors, including possibly stakeholders not involved directly in the PID, in dealing with these challenges?
11. Sharing of the experience and results/findings/outcomes of the PID process:
 - Who was involved in sharing the experience and results? (which type of stakeholder? men, women, youth?)
 - With whom were the experiences and results shared?
 - How were the experiences and results shared? (describe any particular tools that may have been used, e.g. farmer-led documentation, participatory video, radio, mobile phone)
12. What were the key lessons learnt (positive and negative) during the PID process – about doing PID as well as about the social, economic, environmental and technical aspects of the innovation, including the lessons drawn from dealing with any challenges faced (see No. 10 above)?
13. How do you plan to use this experience to scale up the PID approach and integrate it into mainstream agricultural research and development processes? (*upscaling the innovation itself is not the main aim of the PID process and need not be included in a PID process document*)
14. Acknowledgements: name all actors (farmers, agricultural advisors, NGO staff, formal researchers, business people, funders etc) involved in the process; the process documentation should be shared with them all for feedback before sharing it more widely.