

Objectives

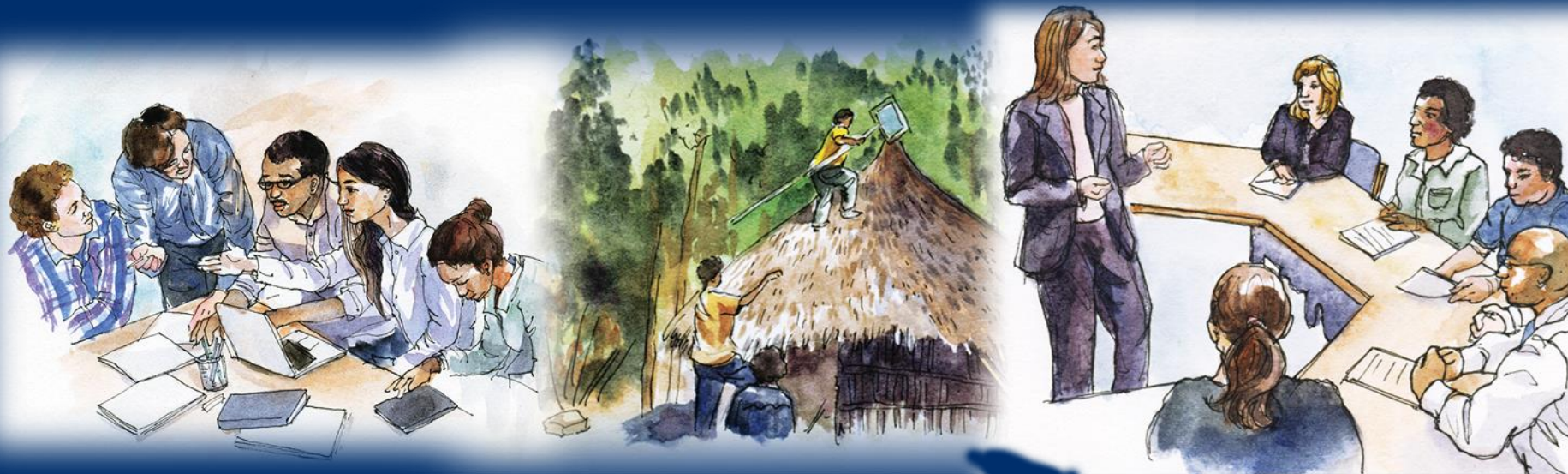
- ❖ Provide an Overview of USAID Global CLA Case Competition (next Spring)
 1. Who can participate?
 2. How do you submit your case? What is the process?
 3. How are the cases judged? What is the judging process?

- ❖ Introduce the Jordan MELA CLA Case Competition (Winter 2023)

Finalists and winners showcased at the MEL Conference 2023 #MELCONJO23



USAID
FROM THE AMERICAN PEOPLE



**2021 CLA CASE
COMPETITION**

COLLABORATE • LEARN • ADAPT

SUBMIT YOUR CASE NOW!

The competition will close after receiving 80 submissions



CLA CASE COMPETITION

Submission Process

- Who can participate?
- How do you submit your case?
- What are the key submission dates?
- What is the judging process?

Who can participate?

The Case Competition is open to all USAID staff and partners from all types of organizations working with USAID around the world.

Note: The specific activity doesn't necessarily have to be funded by USAID; USAID must somehow be connected to the work.

- USAID Missions and Operating Units
- Bilateral/multilateral donors
- Non-profit organizations
- Foundations
- For-profit companies
- Small or local businesses

How do you submit your case?

- Three key pieces of documentation are required to submit your case:
 1. 2023 Case Submission Form
 2. An original photo related to your case submission
 3. Basic Data Webform

2022 Dates: May 23-June 6

2023 Dates: TBD



What are the key dates?

Week of April 25, 2022 →



Case Competition Submission form will be available so that teams can start drafting their cases.

May 23, 2022 →



Case Competition opens! ***We will not accept submissions before May 23rd.***

80 Submissions OR June 6, 2022 →




Case Competition closes when the **first 80 case submissions are received**, or on June 6th at 5pm EDT - whichever comes first.

What are the case submission requirements?

Cases must:

- Use a collaborating, learning, and adapting approach.
- Be associated with USAID in some way. The specific activity doesn't necessarily have to be funded by USAID; however, USAID must somehow be connected to the work, such as through collaboration or a partnership, or through an implementing partner improving their own internal CLA-related work, which by extension impacts the work they do with USAID.
- Be submitted in English.
- Be submitted before the Case Competition closes **on *Monday, June 6, 2022 at 5:00pm EDT. – [*these dates are from 2022 and will be revised for 2023'**

- First step:
 - Review tips and guidance on Learning Lab's [CLA Case Competition](#) page



2021 CLA CASE COMPETITION
COLLABORATE • LEARN • ADAPT

About

- Are you fostering locally led development through strategic collaboration with local partners?
- Does your team pause and reflect on your activities?
- Are you creating a learning culture within your organization?
- Have you adapted activity implementation based on evaluation findings for performance monitoring information?

The annual Collaborating, Learning and Adapting (CLA) Case Competition captures real-life examples of USAID staff and partners using CLA approaches to achieve better development outcomes.

The 2021 CLA Case Competition opens on Monday, April 5th and closes after the first 80 submissions are received or on Friday, May 21st at 5:00pm EDT - whichever comes sooner.

This is not a call for traditional success stories; we want to hear what's working well, what you're struggling with, and what you've learned along the way. It can be about something big, or about one small practice that made an important difference to your work. For example, maybe you've used an evaluation to adapt or improve your programming.


Your case submission will showcase your team's innovation and expertise, helping us all move the needle on strategic collaboration, continuous learning, and adaptive management. All eligible cases will be featured on USAID Learning Lab and may be shared via communications channels such as our blog, and on Twitter. [Browse the cases.](#)

Important Dates

April 5, 2021
Case Competition Opens

CLA Case Submission Form

Early next week, visit the About page (<https://usaidlearninglab.org/cla-case-competition>) on the CLA Case Competition section of Learning Lab to **download** and **complete** the 2022 Case Submission Form.



2022 CLA CASE COMPETITION
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About

What is CLA?

Submit Your Case

Eligibility and Judging

Browse Cases

FAQs

Submission Webinar

Important Dates

Submit Your Case

To enter the Case Competition, you are required to submit: (1) the 2022 Case Submission form, (2) the Basic Data webform, and (3) a photo. Please refer to the instructions below.

Step 1: Download and complete the 2022 Case Submission Form (Download and save this fillable PDF in Adobe Acrobat before completing. Changes will NOT be saved if you modify in a web browser. To complete the Case Submission form, please follow all instructions on the form).


- The word limits are approximate; you can fill up each text box. Before submitting your Case Submission form, please be sure to remove the text of instructions and word limits in the response boxes.
- Be sure to upload a high-resolution photo into your Case Submission form and include a photo caption and credit (required). See below for tips on uploading a photo.

Step 2: Complete this Basic Data webform and upload your completed 2022 Case Submission Form to it.

Need help submitting your case? Email submissions@usaidlearninglab.org.

Tips for uploading a photo into the 2022 Case Submission Form:

- Click on the photo upload box.





Case Title:

Choose a Title that Describes the Who, What & Where of your Case

Name: The submitter's name(s). Example: Jane Smith.

Organization: Your organization's name. Example: USAID/Colombia or Chemonics

Summary:

OVERALL INSTRUCTIONS (IMPORTANT):

- Download and save this fillable PDF before completing, changes will NOT be saved if you modify in a web browser.
- Please remove this and all other help text before submitting your case.
- You may write as much as you can fit in each question's box. The approximate word limits reflect the average range of characters that can fit inside the box.
- Please use correct USAID terminology when talking about a project or activity. (See ADS 201 definitions.)

SUMMARY SECTION:

Think of this section as an executive summary or abstract. For best results, write this last. If your case is a winner or finalist, this summary could be featured on a poster or in a USAID Learning Lab blog post, so it needs to make sense on its own and spark interest in reading more about your case. Be sure to spell out all acronyms in this section.

We're looking for a brief overview of your case in narrative form that includes a short description of:

- The context of your case
- The organizational or development challenge that prompted you to use a CLA approach
- The CLA approach you used
- The outcomes of your CLA approach

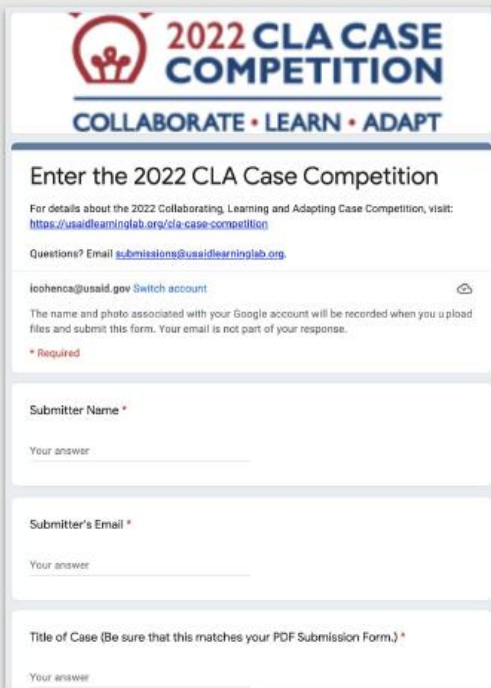
(Approximate Word Limit: 200-250)

Photo Caption & Credit: Describe your image and name the person or organization that owns the photo. Example: Participants collaborate during USAID/Colombia MEL Project Workshop. Credit: USAID/Colombia

2

Basic Data Webform

On or after May 23, **access** the link to the Basic Data Webform from the “Submit Your Case” page on Learning Lab and **fill out**. (The “Submit Your Case” page will not go live until May 23!)



The screenshot shows the '2022 CLA CASE COMPETITION' webform. At the top is the logo with the text '2022 CLA CASE COMPETITION' and the tagline 'COLLABORATE • LEARN • ADAPT'. Below this is the heading 'Enter the 2022 CLA Case Competition'. The form includes a link to the competition details, an email for questions, a Google account login option, and three required text input fields: 'Submitter Name', 'Submitter's Email', and 'Title of Case (Be sure that this matches your PDF Submission Form.)'. Each input field has a 'Your answer' placeholder.

2022 CLA CASE COMPETITION
COLLABORATE • LEARN • ADAPT

Enter the 2022 CLA Case Competition

For details about the 2022 Collaborating, Learning and Adapting Case Competition, visit:
<https://usaidlearninglab.org/cla-case-competition>

Questions? Email submissions@usaidlearninglab.org

[icohenca@usaid.gov](#) [Switch account](#)

The name and photo associated with your Google account will be recorded when you upload files and submit this form. Your email is not part of your response.

* Required

Submitter Name *

Your answer

Submitter's Email *

Your answer

Title of Case (Be sure that this matches your PDF Submission Form.) *

Your answer

3 Original Photo (+ Case Submission Form)

Attach 1) an original photo and 2) your completed Case Submission Form to the basic data webform and **SUBMIT!**

☐ ProgramNet
☐ Twitter
☐ Outreach from USAID/PPL
☐ Outreach from USAID PCM team
☐ USAID Agency Notice
☐ Other: _____

Photo: Caption & Credit: Describe your image and name the person or organization that owns the photo. Example: Participants collaborate during USAID/Columbia MEL Project Workshop. Credit: USAID/Columbia. *

Your answer _____

Please upload your original photo here. Your photo should follow the following naming format: "Title_of_Case-Name_of_Organization" *

[Add file](#)

Please upload your completed PDF submission form here. If you are unable to upload your PDF, please submit this form without it and email your PDF to submissions@usaideallearninglab.org.

[Add file](#)

Upload your
original photo
here



Upload completed
Case Submission
Form here



Photo credit:
KYES/Kenya
“Strengthening Kenya’s TVET Capacity through
Learning and Adaptation”
2019

- Finally:
 - Fill out the **Basic Data Webform** and attach your completed Case Submission Form (“Submit Your Case”)



What is the judging process?



Early Summer →

Round 1 Judging: Panel made up of USAID staff identify 20 finalists

Late Summer →

Round 2 Judging: Panel identifies winners



Announcement: September 2022 →

Winners and finalists will be announced in September 2022. *All eligible cases will be published to the Learning Lab website, and winners will be featured on social media.*

What is the judging process?



Photo credit: KYES/Kenya
“Strengthening Kenya’s TVET Capacity through
Learning and Adaptation”
2019

- Judging panels made up of USAID staff
- Two rounds of judging beginning in the summer
 - First round: identifies 20 finalists
 - Second round: identifies winners
- Winners will be announced in September 2021
- All eligible cases will be published to the Learning Lab website
- Winners will be featured on social media

Judging Criteria

- **Are intentional, systematic and resourced** - CLA doesn't just happen, it needs to be planned and budgeted. Be sure to write about the decision-making processes behind your CLA approach.
- **Are holistic, covering multiple subcomponents in the CLA framework** - The strongest CLA cases involve the CLA in the Program Cycle components on the left side of the CLA framework (Collaborating, Learning and Adapting) and the enabling conditions on the right side (Culture, Processes, and Resources).
- **Have an ongoing effect on your organization and its work** - If you choose to write about a conference or one-off event, strengthen your case by explaining how the learning and relationship-building continued after your event.
- **Could potentially be adopted by others** - Describe your CLA approach in such a way that someone with a similar development or organizational challenge may replicate it.
- **Have clarity of expression and storytelling** - this includes good, written English; punctuation; and grammar.
- **Clearly track to CLA components and subcomponents** - reference the subcomponents of the CLA Framework in your narrative.

We're looking for cases that....

- 1. Tell a full story - challenge, action, relation to CLA, outcome
- 2. Describe the “so what”
- 3. Be explicit about how your case used CLA
- 4. Don't get lost in technical details
- 5. Think about the level of detail needed
- 6. Avoid jargon: write out acronyms
- 7. Write the summary last
- 8. Have someone else review your submission

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- Don't get lost in technical details
- Think about the level of detail needed
- Write the summary last
- Avoid jargon
- Have someone else review your submission



Any questions or concerns?
submissions@usaidlearninglab.org



Photo credit: **USAID/Cambodia**
“CLA in USAID/Cambodia Site Visit Reporting and Utilization”
2019

Practical Exercise

USAID/Jordan MELA Case Competition 2022-2023

After the workshop....

- Develop a CLA case
- Submit to MELA for comments by January 31
- MELA will provide comments by February 28
- Resubmit to MELA for judging March 30th
- **MELA will announce winners to be showcased at the #MELCONJO2023 Expo with USAID and GOJ!**

This case can also be submitted to the Global Case Competition beginning next May, or you can use lessons learned from the process to develop a new case!

Breakout Exercise (20 min)

- Breakout into discussion groups to brainstorm potential CLA cases
- Share one potential case and get feedback from your colleagues (5 min per case)