

Information for Topic Coordinators Workshop: Technical Issues in Index Insurance

Dates: October 7-8, 2008

Day 1: Plenary discussion by topic (open to the public). Topic session, 35 minutes (20 minute presentation, 15 minute discussion)

Day 2: 'Writeshop' – interaction with editors of the CSP to hone contributions. For expert contributors.

Topic Coordinators – What am I responsible for?

Topic Leaders are responsible for coordination of their topic. This involves identification of key participants (who may or may not have expertise in index insurance), expert contributors and reviewers. Specifically, the Leaders will coordinate the development of a topic paper, a PowerPoint presentation for Day 1, and the delivery of a final topic paper (day 2).

Topic Paper. The purpose of the topic paper is to inform and educate participants, provide written materials for the Climate and Society Publication (CSP) and to orient discussion. The idea is to provide a concisely written topic paper to participants one week in advance of the Workshop. This topic paper should be **2-3 pages** not including key figures and references. Although the coordinators are encouraged to provide an appendix with additional background information, the key point of the exercise is to distill central issues into the standalone 2-3 page topic paper. We will encourage participants to provide written comments on the topic paper in advance, but will also ask a small set of expert reviewers to comment on the paper. Based on written comments and discussion on Day 1, the topic coordinators authors of the topic paper will have a second day to refine their contributions, with guidance from the editors of the CSP. The topic papers will be made available to the public at large, in their final form on the CSP website. Pertinent information from the topic papers will be used to inform the CSP. Writers will be acknowledged in the CSP for their contributions.

The topic papers should focus on the following framing questions:

- How does your discussion topic relate to index insurance?
- How can it help in terms of scaling up?
- What is the current state of the art?
- Is it being actively used in index insurance projects? If so, where and how?
- What are the associated challenges to using your technology to scale up? Opportunities?
- What are the research priorities?
- *Provide references to useful background papers, if any...*
- *If there are other important questions, please feel free to address them*

Presentation. There are ten topic areas for discussion: Contract Design, Agricultural Systems Modeling, Water Resources Applications, Rainfall Simulation, Seasonal Forecasts, Spreading Risk Geographically, Climate Change/decadal scale, Remote Sensing – Vegetation, Remote Sensing – Rainfall, and Games for Communicating Complex Information. Each has been allocated 35 minutes of time: 20 minutes for the presentation of the topic and 15 minutes for open discussion. Presentations should provide a distilled overview of the topic paper, focusing audience attention on **the priority issues and recommendations** (as opposed to a general overview).

Identification of contributors, participants, and reviewers. Topic leaders are responsible for bringing together a core group of experts to contribute to and to review the contribution. Please also inform Dan or Molly of key people you would like to invite to attend the meeting.