



## CALL FOR EXPRESSION OF INTEREST TO CO-HOST THE KENYA NATIONAL RESEARCH FESTIVAL 2025, IN NAKURU COUNTY

### 1. Background

Research plays a pivotal role in shaping the course of nations, fostering innovation and technologies, and addressing critical societal challenges. In recognition of the transformative power of research, the National Research Fund (NRF) introduced the Kenya National Research Festival (KNRF) in 2024, which is dedicated to cultivating discourse, igniting synergies, fostering collaboration, and promoting growth through the exchange of knowledge within the research community and stakeholders.

This year's festival is themed; ***"Sustainable Agriculture and Food Security, Empowering Communities through Research, Science, Technology and Innovation."***

### 2. Geographical location

NRF is sourcing for a partner host institution based in **Nakuru County** for this year's KNRF festival scheduled for **August 2025**. Through this partnership, the festival will bring together researchers, policymakers, industry leaders, and innovators to explore cutting-edge advancements in Sustainable Agriculture and Food Security.

### 3. Festival expectations

The KNRF 2025 seeks to:

- I. Increased adoption of climate-smart farming practices.
- II. Improved food productivity, quality, diversity and nutrition value.
- III. Enhanced livestock productivity, product diversification, commercialization and quality of services.
- IV. Increased and accelerated adoption of agricultural technologies and digital innovations.
- V. Increased adoption of sustainable natural resource conservation measures.
- VI. Enhanced access to food and improved agricultural markets and trade.
- VII. Reduced agricultural waste through innovative recycling and reuse.

- VIII. Increased farmer access to credit and insurance.
- IX. Strengthened policy frameworks supporting sustainable agriculture and food security.

#### **4. Co-Host Requirements**

We are looking for a co-host institution that meets the following conditions:

##### **a) Institutional & Research Capacity**

- i. Located in Nakuru County.
- ii. Engages in agricultural research and education in agricultural sciences.
- iii. Has adequate research outputs to exhibit.
- iv. Has prior experience in hosting similar events.

##### **b) Venue & Logistical Requirements**

- i. Has adequate indoor/outdoor exhibition space.
- ii. Has a field demonstration area for exhibitors.
- iii. Provides a fully equipped auditorium (3,000 capacity) with AV technology, high-speed internet, and adequate lighting.
- iv. Has conference facilities for at least five (5) parallel sessions.
- v. Offers varied accommodation options for attendees.
- vi. Provides adequate VIP holding facilities.
- vii. Ensures sufficient parking for a national event.
- viii. Has internal security measures and personnel.
- ix. Offers sufficient electricity, water, and backup systems.
- x. Can mobilize human resource capacity to assist in host facilitation.

##### **c) Financial & Sponsorship Considerations**

- i. The co-host may provide the venue on a sponsorship basis, subsidized rate, or full rental arrangement (to be negotiated).
- ii. Associated costs (utilities, maintenance, additional staffing) should be clearly stated.

- iii. Potential revenue-sharing terms for ticket sales, sponsorships, or exhibitor fees.
- iv. Additional in-kind support as proposed by the institution.

## **5. Submission Guidelines**

Interested institutions should submit a detailed proposal addressing the EOI criteria below.

**Submission Deadline:** 14<sup>th</sup> March 2025

**Submission Method:** [festival@nrf.go.ke](mailto:festival@nrf.go.ke)

## **6. Evaluation & Selection Process**

A review committee will assess applications based on:

- i. Institutional suitability for hosting KNRF 2025.
- ii. Event hosting experience and logistical capacity.
- iii. Proposed event logistics plan.
- iv. Facilities available for the event.
- v. Institutional contribution and ability to support the festival.
- vi. Capacity to provide personnel and technical support.

Shortlisted institutions may undergo a **site visit** and/or be invited for **further discussions** before the final selection.

## **7. Expected Benefits for the Co-Host**

The selected co-host will receive:

- i. Official recognition as a co-host in all event communications.
- ii. Branding opportunities across event materials, website, banners, and social media.
- iii. A keynote speaking opportunity or session facilitation.
- iv. Exhibition space to showcase research innovations.
- v. Networking opportunities with national and international research stakeholders.
- vi. Media visibility through press releases, interviews, and reports.

- vii. Partnership opportunities with policymakers, researchers, and industry leaders.
- viii. Any other benefit as agreed by both institutions.

### 8. EOI Criteria & Scoring

<b>SNo</b>	<b>Description</b>	<b>Score</b>
1	Institution Name	-
2	County	2
3	Physical Address	3
4	Existing partnerships with NRF	5
5	Prior experience in hosting similar events	20
6	Submit a brief <b>proposed concept note</b> on event logistics	40
7	Describe <b>facilities available</b> for the event	10
8	State the institution's <b>contribution to the festival</b>	10
9	Illustrate <b>human resource capacity</b> available	10
<b>TOTAL</b>	<b>100</b>	