FOCUS GROUP DISCUSSIONS (FGD) QUESTIONNAIRE TEMPLATE

*These are* ***guidelines*** *for focus-group discussion (FGD) to be conducted* ***after*** *the cash transfer programming intervention has been implemented and cash transfers have been distributed. Questions should be* ***adapted*** *to the context.*

*The purpose is to know whether the* ***cash transfer*** *has had the expected outcomes, how people gauge it and how the cash received was actually used.*

*It should help to* ***cross-check*** *the information given in individual interviews and by daily monitoring and field visits.*

*The group should be as* ***representative*** *of the local community as possible (men and women, people of different age, wealth and activity groups,* ***beneficiaries and non-beneficiaries*** *of the programme).*

*The group should* ***not be too large*** *(up to 10 persons) so that the discussion can be led efficiently.*

*If socially accepted,* ***gender-based groups*** *could be organized also.*

*Make sure to explain thoroughly* ***the purpose of the interview*** *and how it will be used by the Red Cross Red Crescent, in order to have accurate and unbiased answers (as much as is possible).*

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| 1. Name (s) of surveyor(s): |  |
| 1. Date of FGD: |  |
| 1. Name of village / FGD location: |  |
| 1. Number of people attending the FGD: | 1. Men \_\_\_\_\_  2. Women \_\_\_\_\_\_  3. Total \_\_\_\_\_\_\_\_ |
| 1. Type of FGD: | 1. Beneficiaries  2. Beneficiaries  3. Community representatives/ leaders  4. Traders |
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| |  | | --- | | * **PROGRAMME PERCEPTION**   *This section evaluates how people from the community (non-beneficiaries and beneficiaries) feel about the programme and what they would recommend for future interventions* |  1. What do you think about the Red Cross Red Crescent cash grants programme   (*things they liked, things that should have been done differently, etc.)?*   1. Do you feel that you had sufficient information about the programme? Explain.   *This question should check for sensitization and communication about the programme (purposes, process and length).*   1. Have you heard about any households that had difficulties accessing the programme? Why did they have difficulties? 2. What do they think about the programme’s implementation?   *Sensitization, communication, selection of beneficiaries and traders, implementation of cash distribution (location, timing*).   1. What were the negative sides of the programme?   *General question which may be cross-checked in the rest of the FGD.*   1. What could have been improved? Recommendations for future interventions?  |  | | --- | | * TARGETING AND COVERAGE | | *This section considers whether the community feels the right people were included in the programme and that not too many households were excluded* | | |
| 1. Do you know how and why the beneficiaries of the programme were selected?   *If people say they know how selection took place, they should give a brief explanation*   1. Who was involved in the selection process?   This is a general and specific question: if some people of the group have participated in the process, how many of them did?   1. Do they feel that the people included in the programme deserve it?   *This is checking for inclusion errors. They should explain why and to what extent they feel that they were errors.*   1. Do they feel that some people/ households were excluded while they should have been included?   *This is checking for exclusion errors. They should explain why and to what extent they feel that exclusion errors have occurred.* | |
| |  | | --- | | * CASH USES   *This section evaluates whether cash distributions were well accepted by the community and how the cash was used. For these questions, gender-based focus group discussions may bring different answers* | | |

1. How does the community feel about the fact that cash was distributed?

*This should be cross-checked with question 6. Explain the reasons for positive / negative evaluation*

1. If women received the cash transfer, how was it perceived by the community? Were women able to keep the cash received?
2. In general in families, who made the decision about how to spend the cash?

Questions 22-24 are related to gender and answers may be given more freely in gender-based FGD.

1. Do you know of any safety incidents reported after cash distribution? Explain

This would include beneficiaries who were threatened or stolen from because of the cash transfer.

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| * IMPACTS / EFFECTS OF THE PROGRAMME |
| *This section considers how the community evaluates the outcomes of the programme at a community level (as opposed to the household level monitored in individual interviews).* |

1. What changed in your community since cash was distributed?

That can be positive (e.g. the outcome of a CFW project) or negative (e.g. tensions created between non-beneficiaries and beneficiaries).

1. What do people still need after receiving the cash grant?
2. What were the effects of the cash transfer programming in terms of social relationships within the community?

Check for any tensions that may have occurred or usual social bonds that may have been impaired. Positive aspects like better recognition from society can be at stake.

1. Have you noticed any corruption within the process (during registration for the programme, before the distribution, during the distribution, at the delivery mechanism provider, after receiving the cash)? Please explain