Key questions for evaluating CTP[[1]](#footnote-1) checklist

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| **Questions** | **Methods/Indicators** |
| **Appropriateness** |
| Were sufficient food and other essential goods available to be purchased locally?Were markets able to deliver affordable food and other essential items?Were markets accessible?Did recipients prefer cash over other types of assistance? | Interviews with project staff Key informant interviews with local food traders in the communities and local authoritiesAvailable documentation – assessment and monitoring reports |
| **Coverage** |
| How were beneficiaries targeted?Was targeting perceived as fair?Did the use of cash make targeting more difficult?Was cash shared with households that were not targeted? | Focus group discussions with members of the community and village committeesIn-depth interviews with households that received cash and households that did not Analysis of whether beneficiaries met targeting criteria and whether people who met the criteria were excludedComparisons with targeting in other interventions, where possible |
| **Connectedness** |
| How did the cash transfers interact with other forms of assistance? | Key informant interviews with project staff Mapping of other interventions and interviews with other organizations in the areaInterviews with communities about the range of interventions |
| **Impact** |
| What was the effect of the income on people’s livelihoods?What multiplier effects may have occurred due to the cash?What effect did the project have on local markets for key goods and services?Where and how accessible were the markets where cash was spent?How did households decide on how to use the cash and were there tensions between men and women or between different generations?How has the cash project affected traditional community self-help systems?How has the cash project influenced local debt and credit markets? | Focus group discussions with people and committees involved in implementationSignificance of the transfer as a component of household incomeRanking of income sources including the cash grantDistance to marketTime taken to purchase goodsFocus on potentially vulnerable groups such as the elderlySeparate discussions with men and womenInterviews with households that received cash from the projectKey informant interviews with local traders and shopkeepers in the communities and local authorities Use of cash to repay debtsInfluence of cash project on willingness to repay debtsInterviews with credit providers |
| **Effectiveness** |
| Did people receive the correct amount of cash?Were distributions timely and efficient? What did people spend the cash on?Was cash delivered and spent safely?What costs were borne by the beneficiary in receiving and using the cash?Did beneficiaries see payment levels as fair and adequate?Was there any corrupt abuse by agency staff, local elites or authorities involved in targeting or distribution?Is there any evidence of anti-social use? | Key informant interviews with local traders and shopkeepers in the communities, and key local authoritiesWaiting times at distribution sitesAccessibility of transfer mechanismTravel distance and costs of getting to the distribution points Focus group discussions with members of the community and village relief/development committeesAnalysis of any security incidentsIn-depth interviews with households that received cash Documentation Independent monitoring, triangulation with key informants such as teachers and health staff |
| **Efficiency and cost-effectiveness** |
| How efficient and appropriate were the delivery systems used for disbursements?Did the agency have sufficient skills to manage the project effectively? What were the management costs/requirements in implementing the project?What was the total cost of the project per beneficiary?What were the external costs borne by the beneficiary?What was the total cost of comparable in-kind projects per beneficiary? | Key informant interviews with programme and finance staffFocus group discussions with programme teamAssessment of key staff qualifications and experience Focus group discussions with members of the community and village relief/development committeesIn-depth interviews with households that received cash from the projectDocumentation from the programme |
| **Sector-specific objectives** |
| Did cash meet specific objectives such as shelter, livelihoods recovery or food security? | Number of houses builtProportion of cash grant spent on shelterIncome generated from investments Livestock levelsProportion of household food needs met through cash grantTypes of food purchased and impact on dietary diversityImpact on negative coping strategies |

1. Source: Harvey P., and Bailey S. (2011) Cash transfer programming in emergencies. Good Practice Review HPN [↑](#footnote-ref-1)