



Shelter & NFI Cluster South Sudan

ShelterSouthSudan.org

Coordinating Humanitarian Shelter

FOCUS GROUP DISCUSSIONS

During post-distribution monitoring, it is recommended to conduct a minimum of five Focused Group Discussions [FGDs] in the POC or outside where distribution has been completed. The purpose of conducting FGDs is to collect a wider view of the community, about their anticipated needs and provision of SNFI items. In a way, it is a cross check to verify information provided during quantitative surveys and vice versa. The FGD should be conducted with at least 10-15 participants comprising different segments of the proposed community, including separately from men and women. In case the number of participants increases, then it becomes difficult to handle a large group and participants do not get a fair chance of expressing themselves. Further, it should be conducted at a suitable place, where people could participate comfortably and present their viewpoint. Further, if the people of different sects or tribes do not come together, conduct separate FGDs for them. Normally, an FGD is conducted by two persons, one asks the questions and leads discussion in a systematic manner and the other records the response. The proposed questionnaire for conducting FGDs is given below.

Date and Day FGD is conducted: _____

Location Name: _____

Name of Persons conducting FGD: _____

No. of Participants: Males _____ Females _____ Total _____

The Enumerator must introduce himself and his/her assistant, explain purpose of the meeting and format of questions. Please confirm that the FGD participants are those that received S-NFIs on the specified distribution date. Please also explain that you are not going to provide any additional items but that the information provided is only to help improve distribution system in the future. Kindly address all questions and issues to the extent of your knowledge and explain that their feedback will be communicated to relevant stakeholders. Communicate the timeframe of FGD, ensure that FGD is held within that timeframe. Ensure that participants mainly answer questions below and explain that further comments and questions can be addressed at the end.

EQUITY

1. Was targeting/selection of beneficiaries done fairly? Please explain

TIMELINESS

2. Did you feel you received the items in time to respond to your needs

EFFECTIVENESS IN ADDRESSING NEEDS

3. Did the SNFI assistance contribute to responding to your main urgent need? Please explain your situation before and now
4. If the SNFI assistance did not address your main urgent need, how can the organization better assist you in addressing your needs?

QUALITY CONTROL (ITEMS)

5. What was the overall quality of SNFI items provided? please explain

COMMUNICATION WITH COMMUNITIES

6. What is the best method to communicate with you? (through church, teachers, community leaders, with megaphone, in water points, in football field) Please explain

PROTECTION

7. Did you feel in danger at any moment of the intervention? (assessment, verification, distribution, submitting complaints)
8. What were the main challenges during distribution? Please explain
9. (Only if shelter materials were distributed) Do you feel safe/secure in your current shelter?
10. Did your relationship within your community or with neighbouring community change after distribution of items? Please explain

RESILIENCE AND COPING MECHANISMS

11. If the (organization) didn't provide SNFI items, will you be able to find/get them from somewhere else? Please explain how
12. How are you currently able to provide for your main urgent needs and that of your family's? please explain (example: farming, small business, borrowing money, not doing anything)
13. Do you have any plans on how to improve your current situation? Please explain

ACCOUNTABILITY TO AFFECTED POPULATION

14. Were you aware of the assessment of needs conducted? were your needs identified through this assessment (even if you were not asked individually)? and did the team communicate the preliminary findings of assessments to you or the community?
15. Were you aware of the time and place of distribution, and contents of the kit?
16. What are your major complaints? What solutions do you propose for your complaints?
17. Was there a complaint feedback mechanism and are you satisfied with it? And what improvements do you suggest?
18. Do you have any other questions, feedback, suggestions?