|  |
| --- |
| Purpose:* Capture details of financial outlays and opportunity costs
* Understand how activities and resource use have changed because of <Project Name>
 |

INSTRUCTIONS

This should be used as a guide for a group discussion for <Project Name> beneficiaries (e.g., 1000-day mothers). Beneficiaries may come from <Project-Affiliated Community Groups or Target Populations>. Directions are noted in the guide and should not be read out loud to the respondents. Please do your best to probe for detailed answers and accurate estimates, particularly of costs and time spent in activities related to <Project Name>.

|  |  |
| --- | --- |
| **Date of FGD** \_\_ \_\_ / \_\_ \_\_ / \_\_ \_\_ \_\_ \_\_  | **FGD Location:** |
| **District:** |
| **Municipality:** | **Ward:** |
| **Moderator:** | **Note-taker:** |
| **Start time:** | **Stop time:** |
| **Duration (in mins):** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ID** | **Sex** | **Occupation** | **Project Activity Participation** | **Participant Notes** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |
| **4** |  |  |  |  |
| **5** |  |  |  |  |
| **6** |  |  |  |  |
| **7** |  |  |  |  |
| **8** |  |  |  |  |
| **9** |  |  |  |  |
| **10** |  |  |  |  |

 **Overall comments about the FGD:**

INTRODUCTION

**Direction:** Introduce the note taker and colleagues who will be listening in on the focus group discussion.

Today we will be asking about your experiences participating in <Project Name>-related activities, including <describe project activities targeting beneficiaries>. We would like to know about how participating in <Project Name> has affected you and about how much time and resources you spend on activities related to <Project Name>. Try to recall accurately the amount of time and resources you spend attending these activities. There is no right answer to these questions, but it is important to us that you do not over or underestimate those amounts.

1. Which <Project Name> activities do you participate in? **Direction: Add <project> activities as lines on “Economic Costs” spreadsheet under the appropriate frequency heading.**
	1. Probe for <community groups>
	2. Probe for participation in <community events>
	3. Probe for participation in <household food production promotion>

<COMMUNITY GROUP>

**Direction**: complete section if group members are members of a <Community Group>.

1. When did this <Community Group> first start in this community?
	1. Probe if it started before <Project Name>
	2. Or probe to capture the number of years it has existed.
2. During a normal, non-holiday month, how many days per month does this group meet?
	1. Where are the meetings usually held?
	2. How long do the meetings last on average? **Direction: Fill out time spent on appropriate line of “Economic Costs” spreadsheet.**
	3. How many members regularly attend these meetings on average?
	4. How long have the members here been participating in this group on average? How long has the longest-serving member been in the group? And the shortest-serving member?
	5. How many current members are 1000-day mothers?
3. How do you travel to your <Community Group> meetings?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Walking | Bicycle | Public Transport | Other |
| Count each participant  |  |  |  |  |

1. How long does it take you to reach this meeting? If it varies, include a range. (e.g., 0 minutes, 30-45 minutes, 10-12 hours)

|  |  |  |
| --- | --- | --- |
|  | Average (among participants) | Range (among participants) |
| Minutes/Hours |  |  |

1. Do you pay to travel to this meeting?

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| Count each participant  |  |  |

1. If you do pay, how much do you pay to travel to this meeting? If it varies, include a range.

|  |  |  |
| --- | --- | --- |
|  | Average (among participants who pay) | Range (among participants who pay) |
| Local currency |  |  |

1. What other resources do you use to attend <Community Group> meetings?
	1. Probe for attendance of chaperone
	2. Probe for lodging in the community
	3. Probe for food/snacks for group
	4. Probe for childcare
	5. Probe for savings and credit group payments
	6. Probe for other expenses
2. Do you miss out on other activities to attend <Community Group> meetings?
	1. Probe for employment
	2. Probe for agricultural production
	3. Probe for school
3. What materials, equipment or supplies does this group receive from <Project Name>? (**Direction**: probe and list out all items, and ask how much the member received and how frequently for each item and fill in the boxes below.)

|  |  |  |  |
| --- | --- | --- | --- |
| **ID** | **Item** | **Quantity** | **Frequency** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

<COMMUNITY EVENTS>

**Direction**: complete section if group members indicate that they attend <Project Name> key life events, food demonstrations, or other <Project Name> community events.

1. How many of your group has participated in <Project Name> key life events, food demonstrations, or other <Project Name> community events, during the “1000-day” perinatal period?

|  |  |  |
| --- | --- | --- |
|  | Attend | Does not attend |
| Count each participant  |  |  |

1. During a normal, non-holiday month, approximately how many times do you attend <Project Name> key life events, food demonstrations, or other community events? How about quarterly?
	1. Where are the community events usually held?
	2. How many members regularly attend these community events on average?
	3. How long do the community events last on average? **Direction: Fill out time spent on appropriate line of “Economic Costs” spreadsheet.**
2. How do you travel to community events? Mark all that apply.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Walking | Bicycle | Public Transport | Other |
| Count each participant  |  |  |  |  |

1. How long does it take you to reach community events? If it varies, include a range. (e.g., 0 minutes, 30-45 minutes, 10-12 hours)

|  |  |  |
| --- | --- | --- |
|  | Average (among participants) | Range (among participants) |
| Minutes/Hours |  |  |

1. Do you pay out of pocket to travel to community events?
2. If you do pay, much do you pay to travel to community events? If it varies, include a range.

|  |  |  |
| --- | --- | --- |
|  | Average (among participants who pay) | Range (among participants who pay) |
| Local currency |  |  |

1. What other resources do you use to travel for <Project Name> community events (not covered by <Project Name>)?
	1. Probe for attendance of chaperone
	2. Probe for lodging in the community
	3. Probe for food/snacks for group
	4. Probe for childcare
	5. Probe for other expenses
2. Do you miss out on other activities to attend <Project Name> community events?
	1. Probe for employment
	2. Probe for agricultural production
	3. Probe for school

<HOUSEHOLD FOOD PRODUCTION PROMOTION>

**Direction**: complete section if group members are part of <Household Food Production Promotion> group

1. When did this <Household Food Production Promotion> first start in this community?
	1. Probe if it started <Project Name>
	2. Or probe to capture the number of years it has existed.
2. During a normal, non-holiday month, how many days per month does this group meet?
	1. Where are the meetings usually held?
	2. How long do the meetings last on average? **Direction: Fill out time spent on appropriate line of “Economic Costs” spreadsheet.**
	3. How many members regularly attend these meetings on average?
	4. How long have the members here been participating in this group on average? How long has the longest-serving member been in the group? And the shortest-serving member?
	5. How many current members are 1000-day mothers?
3. How do you travel to activities related to <Household Food Production Promotion>? Mark all that apply.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Walking | Bicycle | Public Transport | Other |
| Count each participant  |  |  |  |  |

1. How long does it take you to reach activities related to <Household Food Production Promotion>s? If it varies, include a range. (e.g., 0 minutes, 30-45 minutes, 10-12 hours)

|  |  |  |
| --- | --- | --- |
|  | Average (among participants) | Range (among participants) |
| Minutes/Hours |  |  |

1. Do you pay out of pocket to travel to activities related to <Household Food Production Promotion>?
2. If you do pay, much do you pay to travel to activities related to <Household Food Production Promotion>? If it varies, include a range.

|  |  |  |
| --- | --- | --- |
|  | Average (among participants who pay) | Range (among participants who pay) |
| Local currency |  |  |

1. What other out of pocket expenses/resources do you use to attend <Household Food Production Promotion> activities?
	1. Probe for attendance of chaperone
	2. Probe for lodging in the community
	3. Probe for food/snacks for group
	4. Probe for childcare
	5. Probe for other expenses
2. Do you miss out on other activities to attend <Household Food Production Promotion> activities?
	1. Probe for employment
	2. Probe for agricultural production
	3. Probe for school
3. What materials, equipment or supplies (e.g. seeds and chicks) have you received from the <Household Food Production Promotion> activity? (**Direction**: probe for each of these categories and list out all items, and ask how much the member received and how frequently for each item and fill in the boxes below.)

|  |  |  |  |
| --- | --- | --- | --- |
| **ID** | **Item** | **Quantity** | **Frequency** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

OTHER OUT OF POCKET EXPENSES

**Direction:** this can be an open-ended discussion to solicit expenses not identified previously.

1. What other out of pocket expenses/resources do you have in order to participate in <Project Name> related activities? What other resources do you use?
2. Do you miss out on other activities to any other <Project Name> activities?
	1. Probe for employment
	2. Probe for agricultural production
	3. Probe for school

CHANGE IN ACTIVITIES AND RESOURCES

1. How has your participation in these <Project Name> activities changed your day-to-day living?
	1. How has participation in <Project Name> activities changed your home garden production or chicken rearing or other agriculture/livestock production activities?
	2. How has your participation in <Project Name> changed food purchases, food availability and food consumption in your household?
	3. How has your participation changed household purchases related to health, hygiene and sanitation?
	4. How has your participation in <Project Name> changed your net production and net income from on home garden production or chicken or livestock production?
2. What new activities have you conducted with knowledge or resources that you have gained from participating in <Project Name> activities? **Direction: for each activity, probe**: What items did you purchase for this activity? Approximately how much money did you spend on this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| **ID** | **Activities** | **Item(s) purchased** | **Expenditure (NPR)** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

1. I’d like to ask you about any surplus fruits, vegetables, chicken, livestock or other agricultural products that you have produced after consuming for yourself and your family, and if you sold any vegetables, chicken eggs, chickens or other agricultural or livestock products to others or at the market.

Thinking about the last season of planting:

* Did you ever have any surplus vegetables or other agricultural products?
* Did you sell any of your surplus vegetables or other agricultural products to others or in the market place?
* If yes, what quantity of vegetables or other agricultural products did you sell?
* If yes, what income did you earn?
* Do you believe this additional income was because of your participation in a <Project Name> activity?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ID** | **Product** | **Ever sold?** | **Quantity sold** | **Total income earned** | **Attributed to** <Project Name>**?** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

WRAP-UP

1. What else you would like to share with us?

**THANK YOU FOR TAKING TIME TO ANSWER THESE QUESTIONS!**