FOCUS GROUP DISCUSSIONS CIVIL SOCIETY - GUIDELINES

DANISH REFUGEE COUNCIL

FEASIBILITY STUDY FOR THE PROGRAM 'DIALOGUE IN SOMALIA THROUGH RESOURCE MOBILIZATION'

Time Started:

Time Ended:

Code:

Initial Consent:

Hello, my name is _____. I work on behalf of the Danish Refugee Council, an international humanitarian NGO. We are conducting a study on community development in your district. We are conducting focus group discussions with different members of your community to understand better the different public services offered in your community and how these are financed. We want to understand what services are offered in your community, what types of community development projects can be found in your community, how these types of services are financed, and your experience with these topics.

We have invited all of you here, because as respected community leaders, we would like to discuss these issues with you. We are not working with the government, any political party, clan affiliation, or company. If you consent to participate in this study, we would like to interview you and discuss your opinions in this group setting. There are no right answers we are looking for. This research will be used to help us understand what is the reality and challenges of development in Somalia. Therefore, we want to hear the voices and opinions of ordinary people such as yourself. Thus, please answer each question as truthfully as possible. The discussion will take approximately 1 hour of your time.

It is your choice if you want to participate in this focus group. You can choose to not respond to any question if you do not want to. If you feel uncomfortable at any point in the focus group, you can choose to leave and stop participating. If you choose to participate in this group discussion, you will contribute to helping us understand the challenges of community development in Somalia, so we can better our community development programs.

We will protect your confidentiality and privacy throughout the interview. Your name will not be recorded, and we will not record any personal identification details. Your answers will be kept confidential and will be combined with all of the other people we are talking too. It will be impossible to pick you out from what you say, so please feel like you can speak freely. Please note that why we will not identify you in any way in our research, we cannot guarantee the actions of the other members here in this group with us today. Therefore, we would like at this time to ask all members in this group to ensure that what is discussed today is not discussed after the discussion has ended, or discussed with other members of the community, and that all information is treated as private. Although your identity may be known in town (since we came to visit you), it will not be associated with the study data. If you are at any point worried about confidentiality or privacy, please let me know.

If you have any questions throughout the discussion process, please stop me and ask. If you have any questions or complaints after we have completed the focus group discussion, you can contact [insert contact]. Does anyone have any questions? Are you willing to participate?

Part 1

To start the interview, I would like to as you some questions about what sort of public services are offered in your community and how these are financed. Please remember that if you do not feel comfortable, you can choose to not answer some questions or end the interview.

1. What key public services are provided in your community?
    a. Who is involved in these public services?
    b. How does the community finance them?

    Prompts for researchers: These could be things such as who provides water, electricity, healthcare, security, etc. Could be provided by private sources, public sources, or the community at large. Please record the name, description, who is involved and how it is financed.

2. Are there any community development projects that exist in your community?
   a. Who is involved in these projects?
   b. How does the community finance them?

   Prompt for researchers: Ask about projects where just the community has inputs, and also ask about projects jointly run by the community and the government. For example, a community-only project could be a community center built and run by citizens with no government help. A joint project could be where provides labour and gravel to build a road, and the government contributes the machinery.

3. What sorts of activities are your organizations involved in? How do you finance these activities?

   Prompt: We want to understand what they do in the community, and how they finance this.

4. Do you collect any fees or payments from citizens, for public services, development projects, or other activities?
    o   What fees/payments are collected?

    o   Who actually collects these fees?

    o   What is the value of the payment?

    o   How often is the payment collected?

    o   What are these fees/payments used for?

    Prompt for Researchers: In the collector column, record who collects payment. In the value column, record the amount of each payment. In the frequency column, record how often this payment is collected.

    Use the chart below to record this information.

No.	Name	Collector	Value	Frequency	Description of payment/fee

5. Do you know of other entities in the community who collect fees or payments from community members?

    Prompt: Such as other clan leaders, other traditional leaders, civil society groups, other associations or groups. We just want to know who they KNOW collects other fees and payments, not who else they work with.

Part 2 – Actor mapping, power and decision-making

Thank you for your answers. Now that we have talked about what services and projects exist in your community, I would like to ask you more questions on who is in charge of these services and who plays a leadership role in this area.

6.   What groups, associations and networks exist in your community?

Prompt: Probe for social, economic, and political entities that may exist in the community, using the categories listed below.

No.	Group/Network	Name	Activities	Leadership – Decisions in the community
1	Religious/spiritual group			
2	Clan			
3	Local government administration or authorities			
4	Trade unions			
5	Market associations			
7	Cultural groups			

8	Finance/savings/credit associations			
9	Civil society			
10	Women's groups			
11	Youth groups			
12	Other			

7. Do you play a role in providing public services? Please describe.

   Prompt: We want to know if they are involved in public services. For example, maybe they play a role in providing water to the community. Probe for different answers.

8. Do you play a role in community development projects? Please describe.

   Prompt: We want to know if they are involved in any community development projects. For example, maybe they have a women's empowerment project, or are working to rebuild the hospital. Probe for different answers.

9. Do you play a role in security? Please describe

   Prompt: We want to know if they are involved in any security for the community. This could include providing reports on the security situation, or advice to citizens. Probe for different answers.

10. Do you currently work with other groups to implement public services, development projects or security? Please describe.

   Prompt: For example, do you work with other members or groups to maintain roads or to provide security, etc.? We want to know if they work with OTHER groups on public services, development projects and security. Record the group and details of how they work together.

11. Do you work with any of these groups to collect revenue for public services or development projects? Please describe.

   Prompt: For example, do you work with other members or groups to raise revenue for maintaining roads or to provide security, etc.? We want to know if they work with OTHER groups to raise funds for public services or development projects. Record the group and details of how they work together.

Part 3

Thank you for all of your answers. Now I would like to move into the next part of the discussion. I would like to ask you some deeper questions about the networks and groups in your community. We want to understand who works together on services, development projects, and security in the community, and what kind of roles they play. If you feel uncomfortable at any point, please let me know. You can choose not to answer any question, or leave the discussion if you want.

12. How would you describe civil society effectiveness to collect fees and payments from citizens in your community?

    Prompt: For example, this could include membership fees, or community payments for a specific project? We want to understand what they think about civil society's general ability to collect payments and fees from the community.

13. How would you describe the effectiveness of local government authorities in collecting taxes in this community?

Prompt: We want to understand what they think about the ability of the local administration to collect taxes. Do they think they are very effective (can collect fees well) and why, or do they think they are not effective (they can't really collect fees) and why?

14. How would you describe the effectiveness of clan or community leaders in mobilizing collecting fees or payments in this community?

Prompt: We want to understand their opinions about how other community or clan leaders collect fees or payments and mobilize revenue. For example, they may discuss how effective they think there clan group is at collecting community contributions.

15. Who do you think would be the most trustworthy to implement a development project?

    Prompt: For example, would the government be the most trustworthy? Clan leaders? Civil society?

16. A development organization gives the local government funds to build a new road. What is the likelihood they misuse these funds?

    Prompt: Very likely? Unlikely? Probe for why they think this.

17. Do you know of any projects or activities where your community has worked with another village or district? Describe.

Prompt: We want to understand if there are any projects in which this community has worked with others, either in another district or village. This includes projects that happened in the past, or current projects. Describe the project, who worked on it, and when it occurred.

18. Do you know of any projects or activities where your community has worked with different clan groups? Describe.

Prompt: We want to understand if there are any projects in which multiple clan groups work together. This includes projects that happened in the past, or current projects. Describe the project, who worked on it, and when it occurred.

Part 4

I am now going to ask you some questions on what you would think about different community development programs. As I mentioned, I work with the Danish Refugee Council. The Danish Refugee Council works with many communities across Somalia, where we work together with communities on development projects. The Danish Refugee Council is designing a new program, which would work alongside the community on different development projects. We would like to ask some questions in regards to this idea. This does not mean that the project is going to happen, we just want to get your ideas and opinions about what would work in your community. As I mentioned before, all of your answers will be kept confidential and private. You may choose not to answer any questions that you do not feel like answering.

19. What challenges do you face collecting fees or payments for services or activities you provide? Do you have any suggestions on how to address these challenges?

> Prompt: We want to understand if they have difficulties collecting payments and fees. For example, maybe there is not enough community members willing to contribute payments. We then want to understand what their suggestions are for addressing that problem.

20. An official from the local administration approaches you and tells you about a new project that is being started in the community, where they are establishing a community fund to finance different development projects. He says that the community will choose a project to benefit citizens, and then collect some of their income to finance this project He tells you that the local administration will be working different community groups such as civil society organizations. They ask you if you want to work together on this. How willing are you to manage this project together, and why?

> Prompt: We want to understand here if they would be willing to work with the local administration to manage a development fund and project.

21. You get approached by a group of leaders clan leaders. They have heard of a new program where if they can raise funds from local citizens, an outside organization will match the money they raise and give them a grant. The combined funds will be used for a community development project. They ask you if you want to work together on this. How willing are you to manage this project together, and why?

    Prompt: We want to understand here if they would be willing to work with the clan leaders to manage a development fund and project.

22. You get approached by an international NGO. They are starting a new program, where if the community can raise local funds for development projects, they will give a grant to match the amount raised. They want to work with you and give you this grant. However, they say that the local administration has to let them manage the money, along with other community members. How willing are you to work on this project together, and why?

    Prompt: We want to understand if they would be willing to work with an international NGO to manage a development fund and project, that includes the local administration and community.

23. Your community has decided to start up a common pool of funds to be used for development projects in your area. The administration and local community leaders will be involved in managing this fund, but there will also a council of elders, who will monitor how they use the money. Do you think that the funds will be used effectively?

    Prompt: We want to understand here how people think money will be for development projects if this is managed by a council of elders.

24. Your community wants to start a common fund to finance development projects. The project will be managed by local leaders and the government, and your village will receive a grant depending on how many payments your community contributes. It is suggested that the project should also work with the surrounding communities, including different clan groups. Would you be willing to contribute to this project? Why/why not?

    Prompt: We want to understand if people would be willing to work on a development project if they had to work with different clan groups.