



Monitoring Risks of SEA

FOCUS GROUP DISCUSSION



WHAT IS A FOCUS GROUP DISCUSSION (FGD)?

Focus group discussions are used to collect detailed qualitative data from affected populations to gain a more in-depth understanding of sensitive issues such as SEA.

Their purpose is to identify and proactively address known SEA risks, in addition to monitoring distribution access, quality and satisfaction more generally.

Our tool is based on an existing FGD tool for post distribution monitoring, with additional questions on feelings of safety in aid delivery and recommendations to mitigate risks.

HOW IS THE TOOL STRUCTURED?

Semi-structured discussion guide, with questions to assess participant's perceptions and feedback.

Uses **participatory exercises** like listing and ranking, or open ended questions ("vignettes")

Uses **open-ended questions** to facilitate discussion on positive and negative impacts of the aid received

WHEN AND HOW CAN THE TOOL BE USED?



The **facilitation group should be composed of a facilitator, supported by a notetaker and, if needed, an interpreter.** Everyone must be trained on core concepts of GBV/SEA, ethics & safety (including consent processes), referral protocols, and trauma-informed interviewing. They should also have extensively practiced using the tools.



FGDs **should only be conducted when it is safe to bring groups of people together, and when well-trained staff are available** to administer it. They should be conducted in private locations, free from interruption, in locations accessible to participants.



Participants must be "segmented", meaning individuals with similar characteristics meaningful to their context are grouped together (e.g. by age, sex, or other characteristics). Segmenting groups will make people feel more comfortable sharing their views and feedback in front of each other



Focus group discussions should be conducted no more than 1-3 weeks after a distribution or activity to prevent "recall error" or forgetting.



LEARN MORE ABOUT THE [FGD GUIDE](#) IN OUR [SAFER DISTRIBUTIONS TOOLKIT](#)

ADDITIONAL RESOURCES

[Focus Group Discussion Tool Training](#) to build your team's capacity to safely and ethically use the tool.

Data collection [Planning & Tracking Spreadsheet](#) to organize your data collection process and tasks.

[Data Analysis Planning and Tracking Spreadsheet](#) to plan who will conduct which FGD when and where.

[Data Analysis Guidance](#) to learn how to clean, store, and analyze the data collected.

[Summary Report Template](#) to help you summarize your findings and identify recommendations.

Visit our website for more resources, or email us with questions or technical support requests

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A glimpse into the tool

In the table below, you can see the tool format and some examples of questions.

The questions below are only an extract, and we encourage your team to explore the [full tool](#) and [toolkit](#) to see the rest of the questions!

Your organization can either adopt and use the Empowered Aid tool as it is, or extract some questions to add into your organization's existing tools.

RANKING IMPACTS OF AID

Facilitator script

We have talked with many women living in refugee camps to understand the impact humanitarian assistance has in their life and those in their household.

Sometimes, it impacts them in negative ways. I will share some of the main negative impacts with you and ask you to rank them, from those you think are the most serious concerns for women like you, to those you consider least serious.

Steps of the exercise:

- Introduce each impact using either the picture or the item you brought to represent it.
- Set these in the center of the group once you have described them.
- Draw an imaginary line on the floor. Ask participants to move the impacts they think are most serious to the top of the line, and those that are least serious to the bottom. Allow participants to negotiate and debate with each other as they come to a consensus.

OPEN ENDED QUESTIONS

Imagine the most recent distribution you participated in. Were there any aspects of how it was organized, and who was working there, that made you feel safe? Or any that made you feel unsafe?

OPEN ENDED STORIES

Facilitation script:

I'm going to read some stories from communities like yours, based on various real-life experiences. I want your help in filling in these stories as if they happened to someone in your community.

Vignette:

*"Also some workers can pretend that to be helping you like they will just say mama come I help you come with your plate, they serve you first so the time of going back home you find this very worker will be following you up and will begin to discuss with you a lot of things and also bring the issue of helping you trying to make relations with you because he has helped you."
(quote sourced from participatory workshops with women & girls to understand SEA risks in this context)*

Guiding questions:

- If a woman reported a similar story, how many of you would believe her story? Does this story sound like something that happens among your community? What type of people are most affected?
- If the women in the story decides to share what happened to her, who might they tell and where might they go?
- What might prevent these women or other survivors from getting help?
- Are there any ways the current system for distributing food could be made safer for women and girls? What about men and boys?

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