Tool 5B: Focus group discussion (FGD) guide for host communities

*Time required: 90 minutes*

*Notes: This tool is a suggested starting point and should be adapted for each context, please use terms and phrasing that are culturally appropriate. Users should also be aware of any potential trauma or other protection issues that may arise from any questions in the guide and how to handle such situations and where services may be available.*

**Informed consent form**

Thank you for taking the time to meet with me today. My name is \_\_\_\_\_\_\_\_\_\_\_\_\_ and I work with \_\_\_\_\_\_\_[insert name of organisation here]\_\_\_\_\_\_\_. We seek to better understand challenges as result of large displacements from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

This interview is not a guarantee of any direct or indirect support to you or your community, but the information you provide will help design and improve our programmes. We would like to ask you some questions about the situation of IDP/refugee women, men, and children. This discussion should last about an hour and a half. Your identity will be kept strictly confidential and we will not use your name.

Your participation is completely voluntary and you can choose not to answer any or all of the questions. You may also choose to leave this discussion at any time.

Do you feel comfortable participating in this discussion and answering my questions? Do you have any questions before we start? [*Note any questions from the participants in the space here.*]

[*After each of the following comments/questions, look at the participants and get implicit approval that they have understood:*]

* All the information they provide will remain confidential.
* Their participation in this interview is voluntary.
* They can stop answering questions at any time.

**Informed consent was obtained from parent/caregiver for participant(s) younger than 18 years**:

□ Yes □ No □ N/A

**Informed consent was obtained from participants:**

□ Yes □ No

|  |  |
| --- | --- |
| **Interview details** | |
| Location: |  |
| Date: |  |
| Time spent: |  |
| Interviewer: |  |
| Notetaker: |  |
| Description, gender, and number of participants in FGD *(eg10 host women, 5 host male youth)* |  |

**Module 1: Introduction and community profile (15 min)**

|  |  |
| --- | --- |
| 1A. Are you from \_\_\_\_\_\_? If not, where are you from originally? [General sense of region or country of origin.] |  |
| 1B. Are there any members of the community from groups that are not represented here today? |  |
| 1C. Have you noticed changes in the community since the arrival of displaced persons? |  |
| 1D. If so, what changes have you noticed? |  |
| 1E. What circumstances led the displaced community to leave their homes (or to the crisis, if not displacement)? |  |
| 1F. How long do you think the displaced community may stay in \_\_\_\_\_\_\_\_?  What factors or conditions might make you supportive of them remaining longer? |  |

Fill out the table below before starting.

**Social and cultural theme**

**Module 2: Social relationships and cohesion (20-30 min)**

2A. Tell us who is the most powerful and respected in your community, 2nd most powerful and respected and 3rd most powerful and respected. Why have you picked this 3? (Fill out Section A of chart below.)

Are there women leaders in the community? (Add to section A below if not already listed)

2B. What community groups and networks (eg, cooperatives, social groups, community-based organisations, local businesses) are active in the community? Can you rank them in order of their influence/importance? (Fill out 2B of chart below.)

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| --- | --- | --- | --- |
| 2A. Community hierarchy:names of leaders | Position or Title | Leader within host community or displaced population (or both) | Remark |
| *(In order of influence.)* |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 2B. Community groups, networks, etc.  (*In order of influence)* | Main activities | Assets/ resources | Approximate number of members |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

2C. Which individuals or groups are the most helpful to you?

|  |  |
| --- | --- |
| Individual or group | Comments on how they/she/he have been helpful? |
| 1 |  |
| 2 |  |
| 3 |  |

2D. Which individuals or groups create the most difficulties or with whom there is tension or conflict?

|  |  |
| --- | --- |
| Individual or group | Comments on how they/she/he have been unhelpful or why there is tension/conflict |
| 1 |  |
| 2 |  |
| 3 |  |

2E. Do you have friends from the displaced community? If so, how does your friendship with them differ from your displaced friends?

Ask the participants the following questions and fill out Section D of the table below.

2F. What are the main religions in the community? Does the list you provided include IDP/refugee religions too? If not, what are the main religions practiced by the displaced community?

2G. What is the main ethnic group in the community? List other ethnic groups too. What general percentage of the community belongs to each ethnic group? Does the list of main ethnic groups also apply to the displaced community?

2H. What languages are spoken by the host community? What general percentage of the community speaks each language? Does the list of main languages spoken also apply to the IDPs/refugees?

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| --- | --- | --- |
| 2F. Religions and percentage (host community / displaced community) | 2G. Ethnic or other minority group and percentage  (host community / displaced community) | 2H. Language and percentage  (host community / displaced community) |
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**Economic theme**

**Module 3: Jobs, livelihoods and self-reliance (10-15 min)**

Ask the participants the following questions and fill out the table below.

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| 3A. Top sources of livelihood/income for men | | Top sources of livelihood/income for women | | |
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| 3B. What are the obstacles to getting formal or informal employment or to starting an income-generating activity? |  | | | |

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| --- | --- |
| 3C. Are there stigmas associated with the sources of livelihoods/income within your community? |  |
| 3D. What are the largest weekly expenses incurred by households? To whom do they pay that money? |  |

**Service delivery and infrastructure theme**

**Module 4: Supply and access to services (25-30 min)**

*Note: It is not necessary to fill out all the information in table. Column headings should be prioritised or removed based on needs of your particular context analysis.*

Ask the participants the following questions to fill out the table below:

4A. Where do you access services (with whom and where)?

4B. Are there problems accessing services?

4C-E. Identify issues specific to women and girls, ethnic/religious groups, age groups, and IDPs/refugees.

4F. What can else could be improved?

4G. Are there services you need that are not available?

| **Key services[[1]](#footnote-1)** | **4A. Where** | **4B. Are there access problems?** | **4C. Issues specific to women and girls** | **4D. Issues specific to ethnic/ religious groups or age groups?** | **4E. Issues specific to IDPs/refugees** | **4F. What can else could be improved?** | **4G. Are there services you need that are not available?** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Health care |  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |  |
| Primary and/or secondary education |  |  |  |  |  |  |  |
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| Sewage/sanitation/ latrines |  |  |  |  |  |  |  |
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| Housing/land/shelter (and discretionary renting practices) |  |  |  |  |  |  |  |
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| Employment, livelihoods, food security |  |  |  |  |  |  |  |
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| Banking (savings and loans) |  |  |  |  |  |  |  |
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| Legal services |  |  |  |  |  |  |  |
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| Electricity |  |  |  |  |  |  |  |
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| Water |  |  |  |  |  |  |  |
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| 4H. Do you generally know where to access services? |  |
| 4I. Do you feel that you are able to influence the way that the government or INGOs provide services? |  |

**Space and settlements theme**

**Module 5: Access to public spaces, mobility and environmental risks (5 min)**

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|  | Findings/risks | Coping strategies |
| 5A. Are there any public spaces or parks in your community? Are you able to access them and for what purposes? |  |  |
| 5B. Are you able to move freely about the city? Are there any restrictions or limits on your movement (eg gangs, police, safety, public transportation, etc.)?  *Strategies:*  How do you cope with these limitations? |  |  |
| 5C What are the most urgent risks to the health, safety and well-being of the community in this area (ie child labour, diseases, risk of flooding)? What are the main causes of these risks? Are these risks difference for women and girls and why?  *Strategies:*  What resources (material or human) and strategies could reduce or eliminate these risks? |  |  |

**Social and cultural theme**

**Module 6: Social relations and cohesion (10 min)**

6A. Are there any points of tension with the displaced community? What are the main causes of these tensions? What are the consequences if these tensions are not addressed? What are the consequences for women and girls in particular? What resources (material or human) and strategies could reduce or eliminate these tensions?

6B. What are some areas of common interest with the displaced community (eg social events, shared public spaces, shared challenges)?

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| --- | --- |
| 6A. Points of tension (with host community) | Strategies |
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|  |  |
|  |  |
| 6B. Areas of common interest  (social events, shared public spaces, shared challenges) | Strategies |
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1. Please note that sectoral areas listed here are illustrative. Only focus on the sectors that are most relevant to the discussants. [↑](#footnote-ref-1)