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Key Informant Interview: Experience Mechanism								
Note taker		Interviewer			Entered by			
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Checked by (in the field)		Notes on the back of page (s)?			Y	N	Copied?	
Respondent		Village						
Gender		Hamlet		Neighborhood and Ward				

ROUND ONE:

Preparation:

Prepare Table 1 with a list of organizations/groups villagers think appropriate/relevant for PMRV and organizations/groups they would like to work with related to PMRV activities (circled and starred organizations/groups from the men and women's Venn Diagram FGDs).

Key informants (minimum 2; desirable one man and one woman):

Individuals from the village chosen for their knowledge on village and outside organizations, including: village leaders, adat leaders, religious leaders, elders, etc.

Methods:

Questions about Starred and Circled Venn Diagram Organizations

Use Table 1 to fill out questions below:

For each organization:

- 1) Who is involved in this organization? (membership criteria; occupation-specific, gender-specific, anyone, etc)

- 2) What activities are conducted by this organization?

- 3) Of these activities, are there any activities that involve collecting and compiling information (Examples: data about harvested timber, infant health, etc.)?

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- a. If so, how? *(Data links from Venn Diagram FGD should be included in table 1 and clarified through questions #3 and #4)*
-
- 4) If information is collected and compiled, is this information shared with or reported to any inside or outside groups?
 - a. If so, how? *(Data links from Venn Diagram FGD should be included in table 1 and clarified through questions #3 and #4)*
-
- 5) From this list of organizations [Table 1], are there any that share or distribute resources? (These resources could be money, food, land, etc.)
 - a. If so, what do they share or distribute?
-
- 6) If you can think of other organizations we have missed that engage in resource distribution, please feel free to tell us. *Fill out table per any additional information.*

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Table 1.

Organization	Participants (Gender, Occupation, Village Status, etc.) (Q1)	Activities (Q2)	Information Collecting and Compiling (Q3)	Information Sharing and/or Reporting (Q4)	Resource Distribution (Q5)	Motivations (Collected from HHS)

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Questions on government programs, past distribution activities, and experiences with outside organizations

- 7) Are there any government programs currently that distribute resources (money, food, public infrastructure/services, etc.) in your village? If yes:
- a. What are they?

 - b. What is distributed?

 - c. Who are the beneficiaries?

 - d. How often are resources distributed?

 - e. Are you satisfied with these programs? Why or why not?

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Table 2.

Government Program (Q7a)	What is Distributed (Q7b)	Beneficiaries (Q7c)	How often resources are distributed (Q7d)	Satisfied? Why or why not? (Q7e)

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- 8) Are there any village-wide resources/aid (money, food, public infrastructure/services, etc.) that you think would benefit your community that does not currently exist?
- a. If the village wants to ask about getting that resource (money, food, public infrastructure/services, etc.) for the community, who does the village go to about that?

 - b. What is the method of reporting that desire (voiced opinion, written petition/ proposal, proposal collectively, etc.)?

 - c. If there's a request for aid to (mention with the answers of Question 8a: government, development-focused organizations, private social agency), do you know to where or to whom they further coordinate? If yes, to where or to whom do they go?

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Table 3.

Public resource desired (Q8)	Reason resource is desired (Q8a)	Authority petitioned for resource (Q8b)	Method of petition for resource (Q8c)	Next level of inquiry (Q8d)

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- 9) Are there any aid or resource distribution activities that used to exist in the village that do not exist today? (Prepare examples from General Information KII, if needed)
- a. What people participated in these activities distributing resources? (Kind of villager (occupation-specific, gender-specific, non-specific, etc.))
 - b. What resources did they distribute?
 - c. What activities did they participate in?
 - d. When did it begin and end?
 - e. Can we get a sense of why it ended? (lessons from failure)

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Table 4.

Organization/Activity (Q9)	Participants (Q9a)	Resource Distribution (Q9b)	Activities (Q9c)	Begin/End (Q9d)	Why Ended? (Q9e)

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10) Are there any organizations in the past from outside the community that have engaged in activities in this village? (Prepare list from Venn Diagram to compare with these answers)

a. What kind of organization? (Type of NGO, private company, etc.)

b. How was the village contacted and/or involved?

c. What kind of activities were done by the organization?

d. Who in the village participated in these activities? (Kind of villager (occupation-specific, gender-specific, non-specific, etc.))

e. Was there resource distribution of any kind? (money, food, public infrastructure/services, etc.)

f. If yes, what resources did the organization distribute?

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- g. Can we get a sense of why they ended? (Lessons from failure)

- h. Given these experiences, do you have any expectations for or apprehensions regarding future activities and relationships with outside organizations? (like NGOs, private companies, etc.---refer to specific examples?)

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Table 5.

Past Organization Name (Q10)	Organization Type (Q10a)	How Village Contacted/Involved (Q10b)	Activities (Q10c)	Participants (Q10d)	Resource Distribution (Q10e-f)	Why Ended? (Q4g)	Expectations and/or Apprehensions (Q4h)

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11) Are there any organizations from outside the community currently engaged in activities in this village? (Prepare list from Venn Diagram to compare with these answers)

- a. What kind of organization? (Type of NGO, private company, etc.)

- b. How did they contact villagers and how have they conducted activities in the village?

- c. What kind of activities are done by the organization?

- d. Who in the village participates? (Kind of villager (occupation-specific, gender-specific, non-specific, etc.))

- e. Is there resource distribution of any kind by this organization? (money, food, public infrastructure/services, etc.)

- f. If yes, what resources do they distribute?

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- g. Given these experiences, do you have any expectations for or apprehensions regarding future activities and relationships with outside organizations? (like NGOs, private companies, etc.---refer to specific examples?)

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Table. 6

Present Organization Name (Q11)	Organization Type (Q11a)	How Village Contacted/Involved (Q11b)	Activities (Q11c)	Participants (Q11d)	Resource Distribution (Q11e-f)	Expectations and/or Apprehensions (Q11g)

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ROUND TWO:

Preparation:

Select two organizations from Table 1 in Round One.

Criteria for selecting organizations:

- 1) Organization must engage in resource distribution.
- 2) If organization is both starred and circled from Venn Diagram FGD, this organization should be given selection priority.
- 3) If there are multiple organizations engaged in resource distribution, select organizations engaged in data reporting.

If any additionally suitable organizations arise from the “*Questions on government programs, past distribution activities, and experiences with outside organizations*” section in Round One, feel free to add another organization(s) to Round Two.

Key informants:

- A) Head/representative of selected organization (1)
- B) Member/staff of selected organization (2; if possible include men and women)

Methods:

A. Head/representative:

- 1) Please describe what this group is and what it does (Its mission, purpose, and activities)

- 2) How long has this group existed?

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- 3) Who or what was the initiative for the creation of this group? (Was it one individual's idea? Was there a community need? Was it a response to a particular situation/disaster/event?)

- 4) Can anyone participate in this group? Or are there conditions for joining? (Men-only, women-only, condition-specific, membership fee, participation obligations, etc.)

- 5) Are any resources shared amongst members or given to the community? (Resources: money, food, land, etc.)
 - a. Why are these resources shared?

 - b. How are these resources acquired/collected by the group? i.e: Who owns the resources at first, individuals or collectives?

 - c. How are these resources distributed? (To the wider community? To the group? To selected group participants?)

 - d. Why are these resources distributed in this particular way (refer to Q5c)?

- 6) If there are changes in resource distribution, who makes these decisions (example of change: how resources are distributed, what resources are distributed, to whom resources are distributed, etc.)?

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- a. Are members involved in making these decisions? If so, how? If not, how are members informed of these decisions? [To get at organization transparency]

- 7) Are there any expectations/obligations for people in this group? (For example: Are group members expected to contribute certain things? Contribute a certain amount of time? Use resources for particular reasons? Share resources/labor for particular reasons? Attend meetings? Act a certain way? Other obligations?)

- 8) Are there consequences for people who do not meet these expectations/obligations?

- 9) If a conflict [example: if dues are unpaid, etc.] occurs within the organization, how is it usually resolved? Give any example of conflict and how to solve it.

- 10) If a conflict arises between your organization and other groups or people, how is it resolved? If possible, can you give an example?

B. Member/staff

- 1) Please describe what this group is and what it does.

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- 2) How would you describe your role or what you do in this group?

- 3) When did you first become involved in this group?

- 4) Why did you first become involved in this group? Additional question: What do you gain/hope by being a part of this group? (Highlight material and immaterial resources: Food? Land? Goods? Money? Social/Religious Support?)

- 5) Have your motivations or hopes been met when you joined this organization? Why or why not? Are these motivations still the reason(s) you participate? If not, why not?

- 6) Are these motivations still the reason(s) you participate? Why or why not?

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Informal Sharing Mechanisms: For Round Two, Section B

- 7) What motivations have you seen for other people to be involved in this group?

- 8) What changes do you feel are needed for this group? (for instance: sharing/distributing resources/aid, communication, etc)

- 9) Are you engaged in any social activities? (Use the same definition of “social activities” as household survey (i.e. group activities, etc) and refer to the prepared complete site-specific list of social activities)

- 10) What is your motivation(s)?

- 11) Does this social activity group share anything or distribute resources with the community?
 - a. If yes, what does it share/distribute?

- 12) Do you share resources/aid (as land, money, labor) in time of crisis or hardship in your village (for instance: plague, earthquake, flood, fire, etc)? If so, how is this sharing?