

QUIP: Focus Group Guidelines

Section A. Introduction

Note down answers before the start of the focus group:

1. Research area;
2. Location of the focus group meeting;
3. Date and time of focus group;
4. Name of the facilitator;
5. A list of the participants, indicating which come from households also interviewed;
6. Type of focus group – younger women, younger men, older women, older men

Welcome, my name is [...] and I work for [...] who have recently been contracted by [...] to conduct a study of prospects for improving farming and food security [*amend as necessary*] in this area. Thank you for agreeing to participate in this group discussion. We are interested to discuss with you together recent changes in people's lives and livelihoods in this area. You are welcome to share your own personal experiences or to talk more generally about those of other people like you in this area. What you say will be confidential and will be used only for research purposes. You are also free to leave at any time. There are no right or wrong answers to these questions.

Section B. Open questions.

For each sub-section start with the generative question and use supplementary questions only as necessary to encourage a freely flowing or narrative answer.

	Generative question	Examples of supplementary questions
1	How has the ability of people like you to produce your own food changed over this period, if at all?	<ul style="list-style-type: none">• <i>What about livestock products?</i>• <i>What are the reasons for these changes?</i>• <i>What do you think are the most important changes, and why?</i>

2	How has the ability of people like you to obtain money or payment in kind changed, if at all?	<ul style="list-style-type: none">• <i>Are there any new sources of cash or other payments?</i>• <i>What do you think are the most important changes, and why?</i>
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3	How has the ability of people like you to spend money changed, if at all?	<ul style="list-style-type: none">• <i>Are there things people buy now, but didn't before? Or no longer buy?</i>• <i>What do you think are the most important changes, and why?</i>
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4	What about food consumption : how has this changed, if at all?	<ul style="list-style-type: none">• <i>Are there things people consume now, but didn't before? Or no longer consume?</i>• <i>What do you think are the most important changes, and why?</i>
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5	Please tell me how relationships within households in this area have changed, if at all.	<ul style="list-style-type: none"> • <i>How about the way work is shared out?</i> • <i>How about the way money is used?</i> • <i>How about the way decisions are made over food or money?</i> • <i>Or about how you deal with emergencies, shocks and conflicts?</i> • <i>What are the reasons for these changes? What do you think are the most important changes, and why?</i>
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6	How have relationships between households living in this area have changed since then, if at all?	<ul style="list-style-type: none">• <i>How about the main ways people in the village work together?</i>• <i>How about conflicts within the village and how these are addressed?</i>• <i>Have some people become better off, or worse off compared to others? If so why?</i>• <i>What do you think are the most important changes, and why?</i>
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7	<p>What changes have made in people's asset holdings, financial relationships and transfers during this period?</p>	<ul style="list-style-type: none"> • <i>What assets have people acquired? How? Why?</i> • <i>What assets have people disposed of? How? Why?</i> • <i>Have there been any important changes in money you regularly receive or give to others? This includes changes in saving and borrowing, and in commitments you have made to social or religious activities.</i>
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8	Please tell me how your relationships with organisations from outside the village have changed since then, if at all?	<ul style="list-style-type: none">• Have any new organisations started providing services? Or stopped?• What are the reasons for this?• What do you think are the most important changes, and why?
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9	Please list the most important links you have with organisations from outside the village.	<ul style="list-style-type: none"> • <i>What have you done with this organisation and what difference has this made to you?</i> • <i>How have your links changed and why?</i> • <i>Please rank the organisations you have listed, starting with the one most valued</i>
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ORGANISATION'S NAME	RANK	ACTIVITY & COMMENTS

10	Overall, taking all things into account, how has your wellbeing changed during this period?	<ul style="list-style-type: none">• <i>What explains this?</i>• <i>Is it the same for all households?</i>• <i>Is it the same for men and women?</i>• <i>What about older people?</i>
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11	Is there anything else you would like to add about recent changes?
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Don't forget to thank the participants, and invite them to ask you any questions they have. Note down what these are, and if they prompt issues relevant to the research that you would like to share.