

INTRODUCTION

Before the project begins, a needs assessment should be conducted with each group. This will form the basis for curriculum development and other ongoing engagement. These questions are illustrative; interviewers should be sure to probe answers. The discussion should be based around the goals for the project. In this example, the focus was on understanding the land and resource tenure situation in the area and women's experiences of tenure.

INSTRUCTIONS FOR INTERVIEWER/FACILITATOR

Here are a few guidelines for conducting a successful Focus Group Discussion (FGD).

1. Bring an attendance list and ask all present to sign it; if anyone prefers not to, note the number of the people who attended but didn't sign in.
2. Before beginning the discussion, administer a consent form; unlike attendance, this form can be kept confidential and should be considered mandatory for all participants.
3. Note the date and location of the FGD at the top of each page of your notes.
4. It's best to limit FGDs to a maximum of 20 people per group, comprised of one gender when possible.
5. Bring a voice recorder and test it to ensure it is operational (batteries, etc.) before the discussion. Arrange the interviewees in a manner that will help with the recording.
6. If you do not have a voice recorder, you will need to have at least two people to manage the FGD. One of you will moderate and the other will take notes.
7. As you moderate the FGD, aim to engage as many participants as possible; don't allow any one person to dominate the conversation. Depending on the dynamic, groups may need to be divided by age or other characteristics to encourage everyone to speak.
8. If you are using an interpreter, ensure that all terms are clear and understood before the interview begins.
9. Begin the FGD by introducing the project on a general level. This background is important to the discussion.

OBJECTIVES

- To understand the land tenure situation in the community: women's aspirations and their tenure insecurities as well as how they would assess any improvements.
- To learn where there are gaps in knowledge and understanding, and what the people themselves identify as issues they want more information or training about.
- To learn the best modalities of engaging with them in order to deliver the capacity development identified as necessary.
- To understand community-level issues that can affect women's participation and who are the stakeholders likely to have an impact on the pilot.

DISCUSSION GUIDE

BACKGROUND INFORMATION

Goal: Warm up the group and gain insight into the cultural context of the community.

- Is everyone here from this area? If not, when did you move here?
- Who is married? Widowed? Unmarried?
- What kind of work do people do in this area? What do women do? Men?
- What responsibilities do women have in the home? Outside the home?

CURRENT SITUATION

Goal: Understand the current status in general of women's access to secure land tenure rights within the community.

- Do you own or have rights (formal or customary) to any land (agricultural, housing, etc.)? If so, what are those rights? If not, who has those rights?
- Who holds those rights? E.g. you as an individual, as part of a family, land used by the community as a whole, etc.
- Do you feel those rights are secure? What does that mean? How could they be improved? Are they documented?

WOMEN'S LAND TENURE ASPIRATIONS

Goal: Gain insight into the ideal outcomes of the women in the community with regard to land and resource rights.

- With examples, please explain the aspirations you as women have with regard to land in this community.
- What are women doing to realize these aspirations? (*probe: individually and collectively as groups*)
- With explanations, how difficult or easy is it for women to realize their aspirations regarding land in this community? (*probe for individual and group difficulties; what kinds of women experience the most difficulties?*)

WOMEN'S INSECURE TENURE SITUATIONS

Goal: Define areas that are causing conflict and require resolution in order to achieve ideal outcomes.

- With examples, please explain insecure tenure situations associated with land that women experience in this community. (*probe: whether land tenure insecurity for women is a community, household, or individual matter and what types of women experience the different insecure tenure manifestations*)
- With explanations, how easy or difficult is it for women to overcome/manage insecure tenure situations associated with land?
- What kind of actions would help women help themselves with regard to these situations? (*probe: what can women do to help themselves out of insecure land tenure situations?*)

MEASURES OF IMPROVEMENT IN TENURE SECURITY & LAND RIGHTS

Goal: Specify methods for identifying successful resolution of any issues causing conflict around women's land tenure security.

SAMPLE: WOMEN'S NEEDS ASSESSMENT - FOCUS GROUP DISCUSSION GUIDE

- If a series of actions were undertaken by you to improve your land rights situation or your land tenure security, what would you use as yardstick for success or which things would show you that your situation has improved? *(probe: can women do something about the different insecure land tenure situations and aspirations they have on land, how would they know the situation has improved from the context of their community, and which yardsticks/measures would they use to say this?)*

PARTICIPATION AND ENGAGEMENT

Note: Before asking these questions, provide the group with an overall perspective of the project.

Goal: Ensure that participants understand the scope and objectives of the project, as well as understand what they hope to gain and the best methods for engaging them in the future.

- Do you have any questions about the project?
- Looking at participation in this project, what are your expectations, hopes, and fears?
- Given your expectations, hopes, and fears how best should the project engage with you to realize an improvement in your land tenure security? *(probe: how the project should support them as they work towards realizing their secure land tenure aspirations as well as overcoming insecure tenure problems)*
- How do women in this community get information? (E.g. radio, meetings, church, etc)
- Is there any support you would like to know more about your claim, or about resolving disputes about it?

INITIAL STAKEHOLDER ASSESSMENT

Goal: Assist in the development of key stakeholder analysis and outreach.

- As far as land rights/land tenure security is concerned what individuals, institutions, and structures around you as a woman have an influence and what kind of influence do they have?
- How can the project take advantage of these individuals, institutions, and structures around you to help you realize your aspirations for secure land tenure?

THANK THE PARTICIPANTS FOR THEIR TIME AND CLOSE THE SESSION