

Implementing Partner Topical Outline

Interview guide for key informant interview (KII) with representatives of UNHCR Implementing Partner (IP) organisations. This outline is meant to be used as a general interview guide and may be adjusted by the evaluation team as necessary.

IP (see updated list): **SEE, ReST, WaPYDO, CPDA**, etc.

Partner organisation:	
Name of interviewee (list for all persons in the interview):	
Title/role of interviewee(s) in their organisation:	
Years/months with this organisation:	
Which types of cooperatives did your organisation support?	
Date of interview:	
Location of interview (near what camp):	
Name of GPS Interviewer:	

Introduction: Interviewers will introduce themselves and explain the purpose of the interview and how the information will be used. The interviewers will inform the participants that their participation is strictly **voluntary**, that all information discussed is **confidential**, and that people will not be individually identified in the reporting of findings. Verbal **consent** must be gained.

Introductory comments:
<p>Thank you for being willing to talk with our team. My name is _____. I am a researcher with Green Professional Service of Ethiopia, working with international consultant firm TANGO International to conduct a baseline study for the next phase of UNHCR-supported livelihood and energy projects. This interview will be confidential. The information will be used to create general learning about how UNHCR can improve its programming for the next few years. I will be asking you about the capacity support you have received from UNHCR, and the capacity of your organisation to support the cooperatives. The interview will take about 45 minutes.</p> <p>Do you agree to talk with me?</p>

<p>1. Can you tell me about <u>how your organisation</u> has supported the development of livelihood and/or energy cooperatives (with refugees/hosts) over the past 1-2 years in the Melkadida area? (past)</p>	<p>Probes:</p>
<p><i>(e.g., types of support provided: inputs, start-up, training, targeting/member selection, etc.)</i></p>	<p><i>Did you help co-ops target based on vulnerability? Or age, gender, disability (AGD)?</i></p>
<p>2a. What are the <u>biggest achievements</u> over the past 1-2 years that you've seen in <u>how</u> the cooperatives have developed? (past)</p>	<p>Probes:</p>
<p><i>(e.g., legal registration, establishing a management committee, structures built, market linkages established, etc.)</i></p>	<p><i>What about 'soft' achievements? -Refugees working together with Ethiopians/ woredas? -Participation of vulnerable HH/AGD? -Overcoming hardships/ or climate shocks?</i></p>
<p>2b. Follow-up: In terms of cooperative structure and development, what have been the <u>biggest challenges</u>? (past)</p>	
	<p><i>[above points can also relate to key challenges]</i></p>
<p>3a. What are <u>your organisation's strengths</u> in supporting the development of the cooperatives?</p>	<p>Probes:</p>
<p><i>(e.g., staffing, expertise, organization's leadership, relationship with local authorities or market actors, etc.)</i></p>	<p><i>Probe also on their theory of change, having measurable outcomes, outputs and monitoring plan, monitoring system and database.</i></p>

3b. In your view, what are your organisation's <u>gaps in capacity</u> in being able to support the cooperatives?	<p>Same as above.</p>
4a. In what ways (other than funding) has <u>UNHCR supported your organisation's capacity</u> to develop the cooperatives? (past)	Probes:
<p>(e.g., training, technical expertise in certain areas, value chain assessments, guidance documents/training materials, etc.)</p>	<p>Probe also on their theory of change, having measurable outcomes, outputs and monitoring plan, monitoring system and database.</p>
4b. Was this (non-financial) support from UNHCR <u>adequate</u> for your organisation to be able to implement the programme successfully? Why or why not?	
5. What are other ways <u>UNHCR could support</u> your organisation's <u>capacity</u> (future)	Probes:
	<p>Follow-up: To your knowledge, has your organisation requested this kind of support from UNHCR already? If so, do you know why it was not provided?</p>

6. Does your organisation have a plan for being able to sustain this work if UNHCR funding were to end? Why or why not?	Probes:
<p><i>(i.e., how sustainable are the activities?)</i></p>	<p><i>Does the partner have other funding outside UNHCR for these activities?</i></p> <p><i>To what extent would they be able to sustain the activities on their own? What would continue, and what would end without UNHCR funding at current levels?</i></p>
7. When you think about all the cooperatives in this area, there are some doing really well (good business/income): Why are some doing better than others?	Probes:
<p><i>(i.e., What are the reasons or factors affecting their success?)</i></p>	<p><i>This can be factors specifically related to UNHCR or partner supports, OR external/un-related to those supports like clan connections, leadership personalities, environmental stressors, restrictive laws, insecurity, etc.)</i></p>
8. Finally, we want to ask you about the bigger goal of <u>refugee self-reliance</u>: What do you think UNHCR can do better/differently to support refugee livelihoods and self-reliance in the Melkadida area?	
<p><i>(e.g., private sector partnerships, coordination, advocacy with government on certain policies, relationships with host community, ensuring AGD is part of targeting, etc.)</i></p>	

Final comments?

INTERNAL comments on the interview?: