**Sample CBF Self-Assessment**

1. **CBF Individual Interview**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Please specify the area in which you will be operating** | **1. District**  1. Pader  2. Agago | **2. Sub County** | **3. Parish/ Ward** | **4. Village / Cell/ (LCI)/ Zone** | **5. Are you currently resident in this Parish?**  1. Yes  2. No |

**CBF Particulars**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | What are your full names? |  | |  |
|  | Sex of CBF  *Circle as appropriate* | 1. Male.  2. Female | |  |
|  | Were you born in the area where you will be working? | 1. Yes  2. No | |  |
|  | Have you always been a resident in the area where you will be working? | 1. Yes  2. No | |  |
|  | If no, for how long have you been living in the area where you will be working? |  | |  |
|  | What is your current marital status? | 1. Married 2. Single/Not married  3. Widow 4. Separated/Divorced  5. Widower 6. Cohabiting | |  |
|  | Have you ever been to school? | 1. Yes 2. No | |  |
|  | What is the highest level of formal education you attained? | 1. Primary incomplete 2. Primary complete 3. Vocational 4. Secondary O-Level incomplete 5. Secondary O-Level complete 6. Secondary A-Level complete 7. Secondary A-Level incomplete 8. Diplomas and certificate 9. Degree or above | |  |
|  | Can you read and write in English? | 1. Yes 2. No | |  |
|  | Can you read and write in Luo? | 1. Yes  2. No | |  |
|  | Can you use a computer? | 1. Yes  2. No | |  |
|  | Have you ever kept a diary in your life on anything? | 1. Yes  2. No | |  |
|  | Have you ever worked with women organized in a group? | 1. Yes  2. No | |  |
|  | What other trainings have you attended  *State training, the year you were trained, and who trained you* | | | |
|  | 19a. Training | 19b. Year of training | | 19c. Who trained |
|  |  |  | |  |
|  |  |  | |  |
|  |  |  | |  |
|  |  |  | |  |
|  | Have you ever worked with any organization working on land rights? | 1. Yes  2. No (Skip to 22) | |  |
|  | If yes, please describe the work you did with that organization, specifically state the responsibilities you had*(only 4 in the most recent past)* | | | |
|  | 20a. Organization | 20b. Specific responsibilities | |  |
|  |  |  | |  |
|  |  |  | |  |
|  |  |  | |  |
|  |  |  | |  |
|  | Please describe your other previous work in the community *(only 5 in the most recent past)*  *State responsibility, who worked for, and how many people you were responsible for* | | | |
|  | 22a. Work/ responsibility | 22b. Organization for which work was done | 22c. Number of people CBF was responsible for | |
|  |  |  |  | |
|  |  |  |  | |
|  |  |  |  | |
|  |  |  |  | |
|  |  |  |  | |
|  | **Interviewer please describe to the CBF what their expected responsibilities are going to be and then ask the following questions:** | | | |
|  | Having listened/ heard what your responsibilities are going to have, do you have confidence that you will perform the task, **please comment:** | | | |
|  | Given your work experience in the community, what additional capacity building (knowledge and skills) do you feel you need to be able to perform the job well (please state the skill or knowledge requirement and how this should best be delivered to you) | | | |
|  | **24a. Skill/ knowledge requirement** | **24b. How this should be delivered** |  | |
|  |  |  |  | |
|  |  |  |  | |
|  |  |  |  | |
|  |  |  |  | |
|  |  |  |  | |
|  | What other things do you feel should be in place to help you perform the task well? | | | |

1. **Focus Group Discussion Questions**

**Instructions to Interviewer**

1. Please make sure you have an attendance list and all those present sign.
2. Make sure that your notes include the date and place where the discussion is taking place.
3. This FGD is intended for all CBFs collectively.
4. It is important to have a voice recorder. Check to make sure that the batteries are working and CBFs sit in a manner that enables all voices to be captured on the recorder.

**The objective of the FGD is to get into the details concerning:**

1. Skills required for CBF functions and additional capacity building that the CBFs need.
2. Gauging the level of knowledge CBFs have on women land tenure security situation in the communities they are going to work in.
3. Gauging the level of knowledge CBFs have on the relevant stakeholders and what impact they could have on the project, as well as what mitigation/management measures they propose.

***Note: You need to again describe their roles and responsibilities as CBFs before the discussion; this will help create the proper context of discussion.***

**PART A: CAPACITY GAPS AND TRAINING NEEDS**

1. What do you understand to be the aim of this project?
2. What do you understand to be the approach of this project?
3. Based on your understanding of the project, what skills can you identify that you will need to accomplish the work?
4. Group dialogue facilitation: Do you have experience leading a group discussion on a specific topic? How do you go about making sure that everyone in the group feels comfortable and that everyone may participate equally?
5. Comment on your ability to make written reports.
6. Do you have any experience mediating between parties to come to a peaceful and mutually acceptable solution to conflict?

**PART B: INSIGHTS INTO THE LAND RIGHTS/ LAND TENURE SITUATION IN THE COMMUNITY**

1. How do women currently access land in the communities you are going to work in? Do you see any problems or challenges for women in trying to access and use land? What barriers are there and what are women doing about these situations?
2. What kind of actions do you see a project like this bringing to help women help themselves with regards to land situations?

**PART C: INSIGHTS INTO LAND RIGHTS/ LAND TENURE STAKEHOLDERS IN THE COMMUNITY**

1. Tell us about a problem in your community and propose a way that traditional leadership could help to resolve it.
2. As far as land rights are concerned who are the individuals, institutions, and structures in the community that have an influence? What kind of influence do they have and how can the project take advantage of these individuals, institutions, and structures?