

# SD1: OUTLINE OF A COBRA ASSESSMENT PLAN



## ASSESSMENT PLAN TITLE

(E.g. CoBRA Assessment Plan for XXX [i.e., Target Area])

### 1. CoBRA Assessment Team

Insert the details of organizations and persons participating in the CoBRA assessment in the table.

Lead Agency	Focal Person	Contact Details	Roles and Responsibilities
[Organization]	[Name]	[Tel, Email, etc.]	E.g. Provide overall strategic guidance and oversight
Co-Lead Agency	Focal Person	Contact Details	Roles and Responsibilities
[Organization]	[Name]	[Tel, Email, etc.]	E.g. Provide technical support and manage the CoBRA budget
Supporting Partners	Focal Person	Contact Details	Roles and Responsibilities
[Organization 1]	[Name]	[Tel, Email, etc.]	E.g. Provide [No.] facilitator staff for [No.] weeks
[Organization 2]	[Name]	[Tel, Email, etc.]	E.g. Provide [No.] vehicles for [No.] weeks
[Organization 3]	[Name]	[Tel, Email, etc.]	E.g. Provide financial resources of [Amount]
Assessment Team Leader		Contact Details	Roles and Responsibilities
[Organization]	[Name]	[Tel, Email, etc.]	E.g. Coordinate the entire CoBRA process

### 2. Assessment Objectives

Outline the objectives of the assessment, which are agreed among the participating partners, precisely.

Example:

- Identify the locally-specific factors contributing to the resilience of communities and households, which face different types of shocks and stresses in [TARGET AREA].
- Identify the features and strategies of the households who have proven to be resilient.
- Identify the types of interventions or services which have assisted [TARGET AREA] the most in building local resilience

### 3. Overview of Target Area and Population(s)

Provide the geographical, agro-ecological and demographic overview of the assessment target area based on available data.

Administrative Divisions	# of Sub-divisions (if applicable)	Livelihood Zone (s)	Estimated Population	Estimated # of Households
E.g. District, Municipality, Region, etc.	[No.]	E.g. [No.] Pastoral (goats and sheep) [No.] Agro-pastoral [No.] Peri-urban/Urban	[Amount]	[No.]





## 6. Detailed Implementation Planning

Outline anticipated activities in detail at each of the assessment step, as required by the assessment team partners and other stakeholders to ensure above timeframe is achieved.

Steps	Activities required	Responsible agency/person	Timeline
Step 2	<i>E.g. Complete assessment plan</i>	<i>[Organization/Name]</i>	<i>[Month/Week]</i>
	<i>Mobilize resources</i>		
	<i>Finalize assessment team</i>		
Step 3	<i>Book venue for training</i>		
	<i>Make travel/accommodation arrangement for Assessment Team</i>		
	<i>Make field transport arrangement</i>		
	<i>Prepare tools and equipment necessary for training and field work</i>		
	<i>Organize field staff training</i>		
Step 4	<i>Carry out field data collection</i>		
Step 5	<i>Field data transferred to analytical software</i>		
	<i>Analyse data</i>		
	<i>Produce draft CoBRA report</i>		
Step 6	<i>Organize validation workshop</i>		
Step 7	<i>Integrate workshop outputs and finalize CoBRA report</i>		
	<i>Disseminate report / organize meetings, etc.</i>		