



SD2: INDICATIVE LIST OF RESOURCES REQUIRED FOR COBRA ASSESSMENT

POTENTIAL RESOURCES NEEDED FOR COBRA ASSESSMENT

Resource Types	Descriptions
Staff time	<p>Some of the CoBRA assessment team partners may need to pay for their staff time on a cost recovery basis depending on the scope and level of the engagement of each staff member in the assessment. The positions within the assessment team that typically require substantive commitment include:</p> <ul style="list-style-type: none">• Assessment team leader to manage and coordinate the entire CoBRA process step by step and day to day;• Assessment supervisor(s) to oversee fieldwork, assure data quality and mentor facilitators; and• Facilitators to collect data from community representatives and selected households.
External technical support	<p>In some cases, particularly for the very first pilot assessment, the assessment team may consider obtaining external technical support from those organizations/individuals with successful past CoBRA experiences to assist the assessment team leader, supervisors and facilitators at different phases and steps such as field staff training and data analysis. Costs of consultancy fee and/or staff time, etc., must be taken into account.</p>
Training costs	<p>As explained in the CoBRA Implementation Guidelines Phase II Step 3, the supervisors and facilitators within the assessment team, without prior CoBRA experience, are required to take a classroom- and field-based training before embarking on data collection. Training-related expenses may encompass the costs of a classroom venue, transport during field-based session, meals and accommodations for participants and stationaries.</p>
Travel	<p>This may include:</p> <ul style="list-style-type: none">• Travel costs (road or air) for the Assessment team leader, external technical support member and/or other assessment team member• to come to the training venue;• Field transport costs for the supervisors and facilitators during the data collection period (vehicles, fuel, insurance, drivers, etc.).• Costs will depend on the scope of fieldwork (number of communities, number of days, etc.), distance of travel, and size of field team, and• will be confirmed once the site sampling strategy is completed.
Assessment tools	<p>Detailed descriptions of the tools needed to undertake CoBRA assessment are provided in the following page. Costs may incur to: 1) print out and laminate a set of standard graphics for FGDs (i.e. SD9) and hard copies of CoBRA Implementation Guidelines; and 2) purchase other tools.</p>
Remuneration for field staff and assessment participants	<p>There is no fixed rule as to whether and how the field staff are remunerated. CoBRA assessment team partners need to agree on an appropriate approach based on existing standard practices. As for the community representatives participating in the data collection, at a minimum, some refreshments, snacks or lunch may be provided.</p>



COBRA ASSESSMENT TOOLS

Each facilitation group (pair of facilitators) is required to carry a set of CoBRA assessment tools, as outlined and illustrated below, in order to undertake focus group discussions (FGD) and key informant interviews (KII).

Items	Quantity Needed	Purposes
Notebooks	2	For general note-taking by facilitators.
Pens	2	To fill in FGD/KII recording sheets and for general note-taking by facilitators.
FGD recording sheets	As per # of FGDs and extra copies	For FGD.
Laminated graphics	1	For FGD 2 and 3. Please refer to SD 9.
Extra cards	20-30	For FGD 2 and 3 to draw images.
Beans	100	For FGD Step 3.
Bean bag	1	To keep beans.
KII interview sheets	As per # of KIIs and extra copies	To be used for KII.
Folder	2	To keep 1) a set of laminated graphics; and 2) other assessment tools.
CoBRA Implementation Guidelines	Optional	For reference.

