

Child Protection District Need Assessment Study (DNA)

Part II

Block Level Data Collection Tool

ACKNOWLEDGEMENTS

Leher would like to thank PRAXIS Institute of Participatory Practices and Sarvo Prayas Sansthan for their advice and inputs in the preparation of this tool for block level primary data collection. Leher would also like to thank Pradeep Narayanan for his contributions to the development of this tool. Leher expresses gratitude to the State Child Protection Society (Assam) and UNICEF (Assam) for the opportunity to conduct the District Need Assessment and develop the District Child Protection Plan for Morigaon district in Assam.

COPYRIGHTS

Leher is the author of and has developed the tools and methodology used in this report and retains all rights to the same. No usage of this report or tools is permitted, except with the express approval of Leher.

TABLE OF CONTENTS

ABBREVIATIONS	1
1. INTRODUCTION.....	2
2. SAMPLE	3
3. GENERAL INSTRUCTIONS TO THE RESEARCH TEAM	4
4. ACTIVITIES TO BE COVERED IN THE IDI.....	4
4.1. About – Social Protection Schemes and Services	4
4.2. Committees	5
4.3. Role and Challenges	6
4.4. Block Functionary's Views- Prevalent issues and phenomena that impact child protection	6
4.5. If we want to work on child protection issues....what should we work on?.....	7

ABBREVIATIONS

AG	Adult community group
AWW	Anganwadi worker
BDO	Block Development Officer
BEO	Block Education Officer
CDPO	Child Development Project Officer
CG	Childrens group
CP	Child protection
DCPP	District Child Protection Plan
DCPU	District Child Protection Unit
DNA	District Need Assessment
FGD	Focused Group Discussion
GP	Gram Panchayat
ICPS	Integrated Child Protection Scheme
IDI	In-Depth Interview
MWCD	Ministry of Women and Child Development
SCPS	State Child Protection Society
SJPU	Special Juvenile Police Unit

Integrated Child Protection Scheme, District Need Assessment and District Child Protection Plan
A tool for collection of Block level primary data

1. INTRODUCTION

The Ministry of Women and Child Development (MWCD) introduced the Integrated Child Protection Scheme (ICPS), in 2009. It recognizes the importance of creating a protective environment for children through establishing preventive child protection systems, at the state, district and sub district level, and through the provision of a range of child protection services for children. It strengthens the implementation of the Juvenile Justice (Care and Protection of Children) Act, 2000. ICPS emphasizes partnership between state and civil society as a key strategy for child protection.

The ICPS stipulates that every district must develop a comprehensive child protection plan based on an in-depth assessment which reflects the needs and vulnerability experienced by children and communities. The lack of reliable data related to the status of children and child protection poses an enormous challenge to the protection planning process, as well as to monitoring, evaluation and measurement of the impact of intervention programs. At the same time child protection is a complex issue. Not too many people understand what protecting children means, or how to protect children. There is therefore, a need to engage communities in dialogue, breaking down the issue to make them comprehensible, to make protecting children matter, and to enable communities to articulate issues, seek related services, and to work together with the government towards a caring and protective environment for children.

Keeping the above concerns in mind Leher in collaboration with PRAXIS Institute of Participatory Practices, with inputs from Sarvo Prayas Sansthan, developed a methodology for conducting a DNA and preparing a DCP. This easy to implement tool kit is recommended by SCPS and DCPU for use in conducting the DNA and for preparing a DCP. The tool kit has been tested in urban and rural settings, and using this toolkit, a DNA and a DCP have been developed in the district of Morigaon, in Assam, and in Madhubani in Bihar.

The tool is designed such that evidence from children, adults and duty bearers are juxtaposed with each other. It provides for the progressive build-up of evidence from communities (children and adults) and duty bearers from the village to the block level in a transparent manner, on the basis of credible data. This helps create a picture of child protection in the community, which in turn informs child protection planning. The team administering this tool would need to undergo training before starting their work. A training module therefore has been developed for this purpose as well.

This document contains Part 2 of the tool kit for collection of data from functionaries at the block level, through IDIs. A compilation of the evidence from CGs, AGs and duty-bearers-teacher/AWW/ASHA/ (Part I) is presented to the block level duty bearers, ie, BDO/ CDPO/ Police. IDIs are then conducted with each duty bearer to obtain their feedback. The process is open and interactive and the duty bearers' evidence and comments are recorded against the compiled village data. The block duty bearers' interviews serve two purposes. Firstly, they provide additional insights relevant to the whole block, and secondly, the block level duty bearers have an opportunity to concur, question, or challenge evidence given by the community, substantiating it with reasons or evidence to counter the claims of the community.

The activities incorporated in this primary block tool help obtain insight and feedback on: (a) social protection and welfare schemes and services available in the block (b) Committees available to address development issues in the block (c) Role and training received by the duty bearer specific to child protection (d) Child protection issues as perceived by the block level functionary

Each IDI with the block level duty bearers takes about 45 minutes to 1 hour. Data entry into the computer requires half a day per interview. Therefore, 3 to 4 days need to be allocated to cover 1 block.

2. SAMPLE

The sample size is determined based on the size of the district and the financial resources available for conducting the DNA and DCP. It needs to be ensured that the blocks selected for the primary study are as representative of the unique characteristics of the district as possible. Demography, topography, rural-urban distinctions, socio-economic conditions, socio-cultural conditions, vulnerability, marginalization and access to resources are factors to be considered while finalizing the blocks and villages to be covered by the study.

While the number of blocks and GP to be covered by the study can vary, within each block, the primary block level data collection must include an IDI with the BDO, CDPO and Police at the minimum. Following village level data collection (Part 1), the data would be collated block-wise. This collated block-wise data needs to be presented before the block level functionaries to obtain their feedback on issues, understand the role of the duty-bearer, find linkages to child protection and to understand the challenges they face from communities as well as from the system. A summary of activities covered in the IDIs with the block level duty bearers is outlined ahead. Each activity is listed in Table 1. All activities have to be conducted with each block level duty bearer unless indicated otherwise.

Table 1- Summary of activities to be conducted at the block level

Block Development Officer (BDO)	Child Development Project Officer (CDPO)	Block (Police)
About - social protection schemes and services (comments)	About - social protection schemes and services (comments)	
Role / Challenges	Role / Challenges	Role/ Challenges
Committees	Committees	Committees
About - Identification of prevalent issues that affect protection of children (comments)	About - Identification of prevalent issues that affect protection of children (comments)	About - Identification of prevalent issues that affect protection of children (comments)
Prioritization of CP Issues	Prioritization of CP Issues	Prioritization of CP Issues
		Coverage
		Presence of SJPU
		Nature of police intervention cases involving children

3. GENERAL INSTRUCTIONS TO THE RESEARCH TEAM

- 3.1. The data collection tool will be administered by a team comprising two members – (i) A facilitator to initiate and guide the FGDs conduct interviews and (ii) A documentor to record the information/ additional discussions/evidences/notes etc in the tool. The data collection team should begin with a short introduction of themselves, and provide brief information about the study and its purpose.
- 3.2. Each team needs to carry with them a hard copy of the tool (collated village-wise data) prepared for the specific block level duty bearer - on A-4 size paper - to present before the duty bearer and for quick reference.
- 3.3. The team should have undergone the training on data collection and must be familiar with the tool and the village level collated data. Each team member should have studied the tool and must be prepared to conduct the IDIs.
- 3.4. Each tool prepared on the A – 4 size sheet needs to be labeled - Name of the block, block functionary, date and names of the team members collecting the data
- 3.5. While conducting each activity the team needs to ensure that:
 - ✓ While facilitating the discussion the facilitator and the documenter are interacting with each other, to ensure that the entire discussion is captured.
 - ✓ The documenter carefully fills in each column, so as to avoid incorrect documentation and data errors.
- 3.6. The team should be careful and not enter into any sort of confrontation with the respondents, or attempt to correct the respondent or demand action.

4. ACTIVITIES TO BE COVERED IN THE IDI

4.1. About – Social Protection Schemes and Services

The purpose of this activity is to obtain the feedback of the block level functionary on the evidence/ data collated from the village level tool on the availability, accessibility and quality of services.

Methodology

- Preparatory work
 - ✓ Collate the “Yes” and “No” responses from the *Social Protection Schemes and Services* Activity conducted in each of the sample villages with the AG, service/scheme wise and present it in the form of a graph (*Sample presented ahead- Table 2 & Figure 1*).
 - ✓ Summarize the evidence/comments of the AG and frontline workers expressed during the FGDs and IDIs respectively, in a table template as presented ahead, service/ scheme wise.
 - ✓ To this filled in table, add another column to the extreme right and title it ‘Block functionary-comments’.
- Present the graph and take the Block level duty bearer through the table - presenting the level of availability, accessibility and quality of schemes as graded by the AGs.
- Following this, ask the block level functionary being interviewed to:

Integrated Child Protection Scheme, District Need Assessment and District Child Protection Plan
A tool for collection of Block level primary data

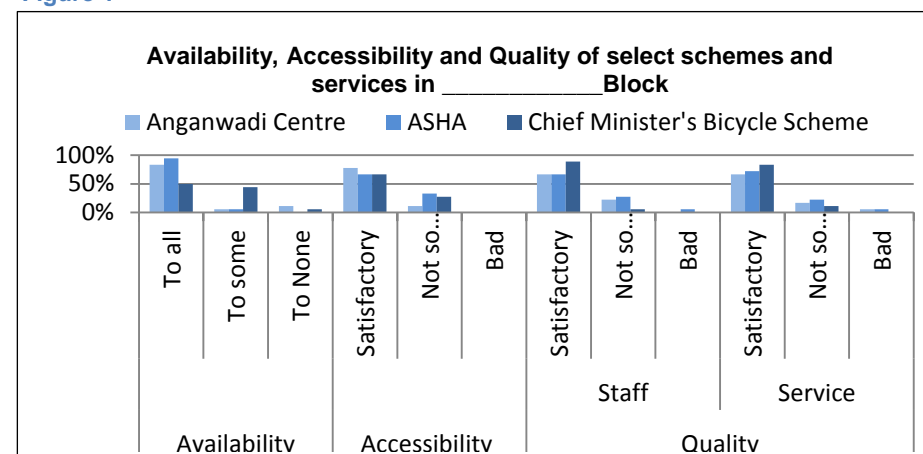
- ✓ Agree /disagree with the comments/evidence provided by the AG in column 1 & 2 by substantiating in column 3 (i.e. whether the functionary is aware of the problems listed, what steps are being done to address the problem etc.)

NOTE: Collate the schemes according to the purview of the Stakeholder being interviewed. i.e. For the CDPO only services with regard to ICDS need to be presented; For BEO only services and schemes with regard to education need to be presented

Table 2

Scheme /Service	Voices	Issues	Block functionary's comments
	(1)	(2)	(3)
Anganwadi Centre			
ASHA			
...Chief Ministers Bicycle Scheme			

Figure 1



4.2. Committees

The purpose of this exercise is to identify the different Committees that function at the block level where child issues are discussed. Further, to also understand the purpose, and level of activeness of these Committees

Methodology

Preparatory Work

- ✓ Prior to administering this tool ensure listing of some common committees existing at the block level that look at child issues/ issues related to children to make filling in the table template below easier (Sample presented ahead – Table 3).
- Ensure all responses are documented in the presence of the duty bearer
- Ensure that one column is selected between 3-5 & 6-7 (Table 3). Further indicate the response with (Y/N). Also ensure for the linkage section, details on how (i.e. the process) issues raised at the village/panchayat level reach the block and how they are further escalated to the district are documented.

Table 3

Committees	Activities	Existence			He/she is a member of it or not		Last 3 issues raised in the committee	Linkage					
		On paper	Formed but does not meet	Formed meets regularly				District level		Panchayat level		Village level	
					Yes	No		Yes	No	Yes	No		
		(1)	(2)	(3)	(4)	(5)		(6)	(7)	(8)	(9)	(10)	(11)
Child Labour Task Force													

4.3. Role and Challenges

The purpose of this activity is to understand (i) the role of the stakeholder and (ii) the challenges faced and the support received from the community, allied departments and district administration

Methodology

- Preparatory work
 - ✓ Prepare a table template as detailed in Table 4
- Ask the Duty Bearer to list his/her role with special focus on the child and ensuring the child's safety.
- Repeat this process for "Challenges".
 - ✓ Ensure the same process is followed with the other stakeholders too

Table 4

Role	Challenges
1.	1.
2.	2.
3.	3.
4.	4.

4.4. Block Functionary's Views- Prevalent issues and phenomena that impact child protection

The purpose of this activity is to understand whether at the block level the issues faced by children particularly those with regard to child protection are recognised as problems. Further, to also understand what steps are being taken to address these problems.

Methodology

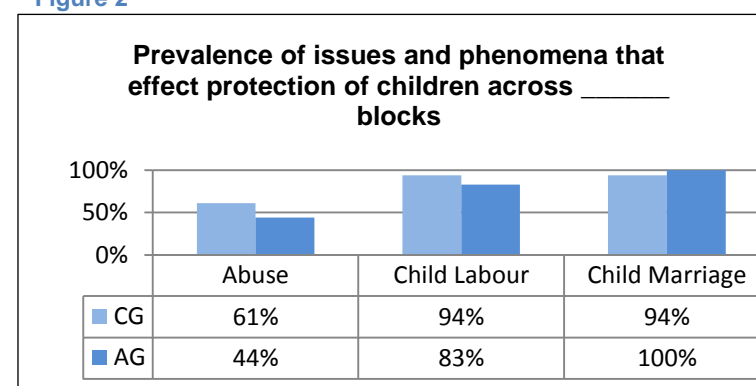
- Preparatory work
 - ✓ Collate the responses on the "prevalence of the issue in the village¹" from the 'Identification of prevalent issues and phenomena that impact child protection' activity conducted in each of the sample villages with the CGs and AGs from Tool –Part I, issue wise and present it in the form of a graph (Sample presented ahead- Figure 2)

¹ Have heard/ know of cases from our village

- ✓ Summarize the evidence/ comments of the CGs, AGs and village level duty bearers during the FGDs and IDIs respectively, in a table template as seen in *Table 5*, issue wise.
- ✓ To this filled in table, add another column to the extreme right and title it block functionary's comments
- Present a graph (*Figure 2*) and take the block functionary through the table (*Table 5*) presenting the issues/problems faced by children as informed by the CGs, AGs and village level duty bearers
- Following this, ask the Block functionary being interviewed to
 - ✓ Agree /disagree with the issues listed in column 1 and 2 by substantiating in column 3 (i.e. whether he/she considers the listed issues as problems; what steps being taken to address the issue....)

Table 5

ISSUE	VOICES		Notes	Block Functionary's comments
	(1)		(2)	(3)
Abuse	CG	•		
	AG	•		
	Duty Bearer	•		
Child Labour	CG	•		
	AG	•		
	Duty Bearer			

Figure 2

4.5. If we want to work on child protection issues....what should we work on?

The purpose of this activity is to understand the scale of the problem faced by children in the block and by this also understand what in the block functionary's opinion are the pressing issues that need immediate attention.

Methodology

- Preparatory work
 - ✓ Prepare a table template as seen in *Table 6*
- Request the duty bearer to rank the child protection issues in order of priority i.e the issues/problems that need immediate focus should be placed on top, followed by the second most important issue...and so on.
- This needs to be recorded in the presence of the duty bearer so that he/she can see what is being recorded.

Table 6

	ISSUE (in order of priority)
1
2
3
4

Website: www.leher.org
Email: contact@leher.org

