**RAPID Growth Project**

**Midterm Review**

**Focus Group Discussions (FGDs) with MSMEs and Farmer Organizations**

**Facilitation Tool**

**Facilitation Guide and Questionnaire:**

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| **General information** | | | | |
| *Note down the following information prior to starting the FGD:* | | | | |
| A. Location of FGD  (*Name of Place, Barangay, Municipality*): |  | | | |
| B. Date of FGD: |  | | | |
| C. Time FGD started & Ended: | Start: |  | End: |  |
| E. Facilitator’s name: |  | | | |
| F. FGD Group Region: |  | | | |
| **Introduction** | | | | |
| 1. *Thank the participants for agreeing to participate in the FGD.* 2. *Introduce yourself, by stating your name and your position in the project.* 3. *Explain the purpose of this FGD. (e.g., “We are conducting a review and we would like to hear your thoughts about the effectiveness of the RAPID project.”)* 4. *Explain the following briefly:*  * ***Length of time****: “This discussion is expected to take approximately 1-2 hours to complete.”* * ***# of Questions****: “The questionnaire is divided into \_\_\_ parts with \_\_\_\_\_\_ questions.”* * ***Language****: “You may answer in in English or <vernacular>.” (The choice of vernacular language depends on you, the facilitator, or the availability of a translator.)* * ***Wait before answering****: “Please allow me to finish asking a question completely, before you answer.”* * ***Length of response****: “You may provide as many or lengthy answers as you like (but within reasonable limits, of course).”* * ***No Right/Wrong****: “There are no “right” or “wrong” answers. It is fine if one of you expresses an opinion that is different from another’s.”* * ***Respect****: “You will each be given an opportunity to speak, but only one may speak at a time. Please do not talk over the others while they are answering, or contradict others’ opinions.”* * ***Anonymity****: “Your responses will be kept anonymous in any report that will be done using the information from this FGD.”*  1. *Confirm their permission for you to record their responses and to take pictures or videos.* 2. *Ask the participants if they have any questions about the FGD at this point, and address them accordingly. Afterwards, declare that you will now start with the questioning.* | | | | |

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| **Respondent Information** | | | | | | | | |
| *“First, I would like to get some basic information about yourselves. Can you please give me information about the cluster you represent?”* | | | | | | | | |
| **Respondent:** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** |
| FO Name |  |  |  |  |  |  |  |  |
| Respondent Names |  |  |  |  |  |  |  |  |
| Focus crops for the DIP |  |  |  |  |  |  |  |  |
| Designation (member or officer) |  |  |  |  |  |  |  |  |

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| **1. Capacity Building Interventions** |
| * 1. Please cite the interventions that you have received through the Project in terms of capbuild? How relevant are these trainings to your role in the value chain/DIP you are engaged in? |
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| 1.2 What are the specific needs addressed by the project capbuild interventions? Kindly elaborate answer. |
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| 1.3 Are the training methodologies and designs effective in increasing your knowledge and skills? |
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| 1.4 What are the key take aways/lessons have you gained from the project’s capacity building activities? |
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| 1.5 Are you now applying the knowledge and skills you have acquired from the project’s capacity building activities? If yes, please cite examples. If no, kindly elaborate reasons. |
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| 1.6 Do you have recommendations or suggestions to improve the capbuild interventions of the Project? |
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| **2. Productive Investments and Financing** |
| 2.1 Do you think the project meets your productive investment needs? If yes, cite specific needs; If no, kindly elaborate. |
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| 2.2 What are your fund sources for your equity counterpart, which is required to avail of the project’s productive investments? |
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| 2.3 Did you encounter challenges in sourcing for your equity counterpart? Please elaborate. |
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| 2.4 Are you satisfied with the support that you have received/participated in? Please provide examples to support your answer. |
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| 2.5 Which aspect/s of these interventions best respond/s to your needs? Why? |
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| 2.6 What are your suggestions/recommendation to further improve the project’s interventions? |
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| **3. Marketing** |
| 3.1 What are the marketing-related interventions have you received through the Project? |
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| 3.2 Do you think these interventions are effective in responding to your marketing needs? If yes, please elaborate how? If no, kindly cite reasons. |
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| 3.3 Are you satisfied with the terms/conditions/agreements that you have with your existing DIP-based VC Stakeholders Partners (anchor firms, FOs, MSMEs). Kindly elaborate answer. |
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| 3.4 What aspect of these partnerships do you think should be improved to respond to your marketing needs and sustain your enterprises? |
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| 3.5 What are your recommendations to improve this aspect of project interventions? |
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| **4. Farm to Market Infrastructure (if applicable in area of respondent)** |
| 4.1 How do you see the FMI be beneficial to you and your organization? (In terms of production, improved efficiency, safety, access to market, access to social services/facilities, enhance investments in economic activities within the area) |
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| 4.2 What are your recommendations to improve this aspect of project interventions? |
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| **5. Gender Equality and Social Inclusion (GESI)** |
| * 1. Do the interventions proposed and implemented by the RAPID Project include more women, youth, IPs, and PWDs? If yes, cite some practices that enhance and encourage active participation of women, youth and IPs, and PWDs in the project interventions? If no, what are your recommendations to encourage more participation of these sectors? |
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| 5.2 (Applicable to those who answered yes) Do you think the interventions reduce or address the gender issues and/or social inequality in your organization? If yes, cite some gender issues and social inequalities being addressed by the interventions. If no, what are your suggestions to address gender and social inequalities in your farmer organization. |
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| **6. Environment and Climate Change** |
| * 1. Do the Project interventions effective in addressing local issues in natural resource management ? (e.g., Soil erosion and soil loss in agricultural production areas, Land use and land cover change, Environmental degradation resulting in a change in hydrology, and deterioration of water quality, Waste disposal and management, Unsustainable production systems in geo-hazard-prone or marginal agricultural areas.) |
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| 6.2 Are there positive or negative changes in the natural resource base (forests, watersheds, water resources, etc.) that may be attributable to project interventions? |
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| **Overall Project Recommendations** |
| What are your recommendations to improve the Project, as a whole? |
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| What are your recommendations to ensure that the interventions/support you availed in the Project will be sustained even after the end of project? |
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Closing: Ask participants if they have questions or concerns that they want you to document. Respond that you will take note of this and relay this to the relevant project officers for their proper response.

**- END OF FGD –**

*Thank the participants. Note the end-of-FGD time. Review and complete your notes.*