

# MOTHERS CLUBS AND SAVING AND CREDIT GROUPS TOOLKIT

This toolkit aims to support the inclusion of Saving and Credit Groups (SCGs) and Mothers Clubs (MCs) Approach within Red Cross / Red Crescent community-based programs.

## MOTHERS CLUBS APPROACH COMPONENTS



Financial Activity  
Savings and Credit Groups (SCGs) / VSLA methodology



Community Oriented Activity



Income Generating Activity

## SAVING AND CREDIT GROUPS



SCGs are included within MCs toolkit as **VSLA Model** is the recommended methodology for MCs Financial Activity. SCGs can also be implemented on a stand-alone basis.

### 1. MCs GUIDANCE & ORGANIZATION



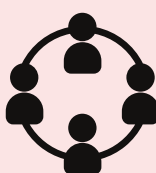
#### Guiding Tools

[1.1. MCs Approach - Technical Guide](#)

#### Working Tools

- [1.2. Internal Regulation - Constitution Template](#)
- [1.3. Amendments Internal Regulation Template](#)
- [1.4. Minutes Inaugural General Assembly Template](#)
- [1.5. Minutes General Assembly Template](#)
- [1.6. Attendance Booklet Template](#)
- [1.7. Visitors Book Template](#)

### 3. MCs COMMUNITY ORIENTED ACTIVITY



#### Working Tools

- [3.1. List of Recommended Working Materials](#)
- [3.2. Activity Planning Template](#)
- [3.3. Materials and Equipment registration Template](#)

#### Monitoring Tools

- [3.4. Materials and Equipment Monitoring Template](#)
- [3.5. Activity Monitoring Template](#)
- [3.6. Monthly Monitoring Template](#)

### 4. MCs INCOME GENERATING ACTIVITY



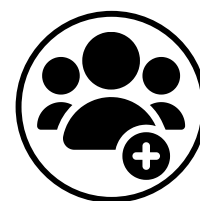
#### Working Tools

- [4.1. Distribution Record Template](#)
- [4.2. Distribution Materials and Equipment Template](#)
- [4.3. Donation Certificate](#)
- [4.4. Stock and Inventory Book Templates](#)
- [4.5. Cash Book Template](#)
- [4.6. Income and Expenses Book Template](#)
- [4.7. Cash Outflows Record Template](#)
- [4.8. Receipt, Issue Slip and Invoice Templates](#)
- [4.9. Bank Transaction Record Template](#)

#### Monitoring Tools

- [4.10. IGA Monitoring Template](#)

### 2. MCs FINANCIAL ACTIVITY SCG / VSLA METHODOLOGY



#### Guiding Tools

- [2.1. VSLA Field Operation Guidelines](#)
- [2.2. Simplified VSLA Guidelines for RCRC Field Staff](#)
- [2.3. Basic VSLA Principles](#)
- [2.4. FAQs about VSLA Methodology](#)
- [2.5. VSLA presentation for socialization](#)
- [2.6. Example of SCG Financial Activity](#)
- [2.7. Examples of Loan and Loan Repayment](#)
- [2.8. Q&A for Meetings A and B](#)
- [2.9. DOs and DONTs for RCRC Field Staff](#)
- [2.10. Share-Out meeting steps](#)

#### Working Tools

- [2.11. Financial Activity Calendar Template](#)
- [2.12. Management Committee - Characteristics and Responsibilities](#)
- [2.13. Guiding Script for Meeting Procedures](#)
- [2.14. Passbooks Template](#)
- [2.15. Book Record for Transactions](#)
- [2.16. Members Earnings Calculation](#)
- [2.17. Saving Kit Items](#)
- [2.18. SCGs Constitution Template](#)

#### Monitoring Tools

- [2.19. SCG Health Diagnosis](#)
- [2.20. RCRC FS Transaction Monitoring](#)
- [2.21. End of Cycle SCG Member Survey](#)