# **KII with Institutions and Authorities Guide**

## Total duration: 1-1.5 hours

*Note: choose which questions you will ask to which stakeholder.*

## **Introduction**

* Introduction to the team
* Introduction to the participants of the meeting
* Explain the aim of the assessment and areas of work
* Explain what we will do in this session and how long it will take
* Explain how results will be used (confidentiality: no names will appear in the final report)

**General questions**

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| **EXISTING LIVELIHOODS** |
| Which sector represents people’s main livelihoods in this area? Which sector is employing more people currently?  |
| Which existing livelihood activities and income sources show potential for improvements in productivity and income in the area? For men, women and youth? |
| What are the main challenges to develop these sectors (skills/natural resources/ equipment)? |
| Which skills are needed?  |
| And which skills are not satisfied in your area?  |
| Why are they not satisfied? (Transport, too expensive, trainings not available, equipment, other) |
| How can vocational training (VT) programs best prepare people with the skills necessary to be competitive in this/this sector (referred sector above)? |
| **MARKET DEMAND/GAP IN GENERAL** |
| Are there products for which demand is not satisfied in this area? Could they be a market/ income generating activities (IGA) opportunity? Is it seasonal? |
| Are there services for which demand is not satisfied in this area? Could they be a market/ IGA opportunity? Is it seasonal? |
| **PLANS AND PROJECTS** |
| Are there any other specific upcoming projects planned by private sector, NGO, international donor or government? If yes: |
| A. Which organizations?  |
| B. What type of projects? What is the objective? |
| C. In what geographic area will the project take place? |
| D. What will be the duration? |
| Are there any large national or multinational companies that are planning to move to the district or region? If so, which ones? |
| **AGRICULTURE/LIVESTOCK**  |
| What are the opportunities for the livestock sector in this area? |
| What are the strengths of the livestock sector in this area? |
| What are the risks or vulnerabilities of the livestock sector? |
| What are the trends of the nomad pastoralism in this area? Any change in practices?  |
| Are you aware of any previous livestock market evaluation? Could you facilitate a copy/contact of the author?  |
| Do you have information of the volume of sales from this area for crops, livestock and/or processed meat/ products? |
| Do you have information on prices of the different products? Trends, current situation, regulations? |
| Looking at the drafted value chain we’ve developed, from your knowledge, could you please confirm the actors involved? Anything additional? |
| What are the main regulations for the livestock market? Can you please share references and where to find the documents/ facilitate the documents? |
| What are the barriers for the development of the production? What would be your recommendations to overcome the barriers? |
| Is there any financial support for producers? Can you explain it? Is it accessible? Is it used?  |
| What are the main constraints for the transport and storage at the different levels of the value chain? |
| What are the main limitations to improve the product transformation? What opportunities for processed products you can identify? |
| Is there any kind of cooperative/ Association of producers/ transport/ processors? Where? Is it working? Can you facilitate a contact? |
| What opportunities, if any, do you see for producers to participate more in the value chain? What skills do they need for marketing and IGA management? |
| Are there any lessons learnt concerning this topic? What works and doesn’t, and why? What needs to be improved? |
| Do the producers use any kind of insurances? How does that work? |
| What is the situation regarding access to water?  |
| What is the situation regarding any conflict linked to access to water and pasture? Any recommendations? |
| Are you aware of any socio-cultural practices that influence the livestock trade/sector?  |
| Who should be the partners for any livestock related project? |
| **GENERAL CONCLUSIONS** |
| Considering the climate change impact in the livestock sector, what are your recommendations in order to better adapt rural development? |
| What are your recommendations for the improvement of youth employment and self-employment in the rural areas? |
| Which are your recommendations for the improvement of women economic contribution in the rural areas? |
| **NEW SECTORS**  |
| What opportunities for employment and self-employment do you see growing in this area? |
| *Sectors: what do you think of the development of: poultry, dairy products, leather, food/seed storage, food processing, medicinal plants, handicrafts, others, ….* |
| And the most profitable? |
| And for women? Youth? |
| And what are the challenges (skills/natural resources/equipment) to develop this sector? |
| **DEPARTMENT OF WOMEN/YOUTH DEVELOPMENT** |
| What are the opportunities for women/ youth in this area? |
| Do you have any assessment/ plan/ programme to help us understand the opportunities that you could share? |
| Which skills do the women/ youth lack to develop IGA in rural areas? |
| Which barriers do the women/ youth face to develop an IGA / to learn new skills? |
| Can you share any experiences that you have related to employment and self-employment working with women/ youth in these rural areas? |
| Do any cooperatives/ associations exist? Where? Is it working? |
| What financial services are available for women/ youth for IGA creation? Individual or collective? Are they accessible? Are they used? |
| Is the creation of women saving groups common in the area? What is your opinion about this system? Can you share any contacts for more information? |
| Are there any lesson learns concerning this topic from past and ongoing experiences? What works and doesn’t, and why? What need to be improved? |
| Are you aware of any ongoing or planned project/ programme to be implemented in this area? Could you please share any contact for more information? |

## **Closing**

* Expression of gratitude
* Repeat how results will be used
* Ensure that documents requested for desk review (secondary information) are collected, or (if not directly available) agree on how these will be made available at a later stage
* Ask for contact details for other key people you should talk to