

Tips sheet Cash for Shelter and Non-Food Items (S/NFI)

Monitoring and Evaluation

V.1

Date of revision: 01/2019

Definition: Assessments that allows to measure systematically and objectively indicators to help with the decision and planning on delivery of Shelter/NFI humanitarian assistance. We distinguish *ex-ante*, ongoing or *ex-post* assessments, to measure one or multiple of the following variable: relevance or feasibility, efficiency, cost-effectiveness, impact, sustainability.

Purpose of guidance: As per Shelter Cluster minimum requirement, all ES/NFI response should be guided and informed by assessments. This guidance presents the range of assessment tools that could be uses in the following sections: needs assessments, market assessments, FSP or local partner capacity assessment, risks assessments, monitoring and evaluation of S/NFI interventions. When deciding about the optimal intervention strategy and delivery mechanisms, when considering relevance or feasibility, efficiency, cost-effectiveness, impact, sustainability, please pay attention on timeliness, scale, preference of people affected, minimum S/NFI SPHERE standards and respect of Humanitarian Law Principles (HLP) when deciding about S/NFI response options.

Type of assessment	Assessment tool
<p>Needs assessment</p> <p><i>To be used in combination with market, FSP capacity, risks assessments for S/NFI response analysis</i></p>	<p>Household Emergency Assessment Tool (HEAT)</p> <ul style="list-style-type: none"> • Multisectoral, sectoral • rapid assessment • conflict and returnee • S/NFI variable measured: HH demographic profile, HH Status, HH vulnerability, WASH, damage/loss of assets (including Shelter and NFI) and on people, Shelter current accommodation, financial profile, access and availability of market, beneficiaries' priorities, protection concerns • Multisectoral household survey, Individual Protection Assistance form, IPA referral form, Shelter household survey • Template recommended by S/NFI Cluster: HEAT <p>RAF</p> <ul style="list-style-type: none"> • multisectoral • rapid assessment in line with the government agreed natural disaster data management • natural disaster • S/NFI variable measured: incident profile, demographic and humanitarian HH profile, WASH, damage/loss of S/NFI • structured interviews normally within 24-48 hours after a disaster has occurred and should be followed by a detailed household assessment • Template recommended by S/NFI Cluster: RAF's Multi Sector Rapid Assessment Form <p>Winterization assessment tool</p> <ul style="list-style-type: none"> • S-NFI specific sectoral assessments • assessments will commence in October subsequently with the delivery of assistance • population affected by winter • S/NFI variable measured: HH profile, vulnerability profile, shelter living condition, winterization critical needs, protection/eviction concerns, • HH winterization score card • Template recommended by S/NFI Cluster : UNHCR winterization assessment form

	<p>Shelter upgrade assessment tool</p> <ul style="list-style-type: none"> • S/NFI specific sectoral assessments • detailed assessment • Conflict and returnee, natural disaster • S/NFI variable measured: HH profile, income/expenditure profile, , NFI profile, Shelter profile, shelter copying mechanism strategy, land tenure profile, beneficiary preference • Beneficiary selection score card • Template recommended by S/NFI Cluster: UNHCR Shelter upgrade assessment tool <p>Shelter needs</p> <ul style="list-style-type: none"> • S-NFI specific sectoral assessments • detailed assessment after initial emergency phase assessments (HEAT/RAF) • S/NFI variable measured XX • Questionnaire to population in affected areas, score cards, other? • Template recommended by S/NFI Cluster: shelter specific district level tool
<p>Beneficiary vulnerability assessment</p> <p><i>To be used in combination with market, FSP capacity, risks assessments for S/NFI response analysis</i></p>	<p>Shelter beneficiary selection score card</p> <ul style="list-style-type: none"> • S-NFI specific sectoral assessments • Rapid assessment • Conflict and returnee, natural disaster • S/NFI variable measured : Checklist for relief items and shelter materials, Vulnerability criteria for priority assistance, Social and economic characteristics of the family, Family Capacity to Construct Shelter • Questionnaire to population in affected areas • Template recommended by S/NFI Cluster: NRC Shelter beneficiary selection score card
<p>Market assessment</p> <p><i>To be used in combination with market, FSP capacity, risks assessments for S/NFI response analysis</i></p>	<p>Shelter/NFI material or labour market assessment</p> <ul style="list-style-type: none"> • S-NFI specific sectoral needs assessments • Rapid or detailed assessment depending of the emergency phase • Conflict and returnee, natural disaster • S/NFI variable measured: quality and quantity of supply, price, stock, preference of owners, business environment, market chain; demand livelihoods profile, needs, resilience strategy, solvability, people affected preference, access to market ; protection concerns. • Questionnaire to S/NFI vendors/traders, KII with local authorities and market representative or service providers (FSPs, etc.), FGD with people affected, mapping. <p>No template recommended by S/NFI Cluster but suggest to look at RAM, QUACK, LMA, EMMA</p> <p>Rental housing market assessment</p> <ul style="list-style-type: none"> • S-NFI specific sectoral assessments • rapid or detailed assessment depending of the emergency phase • Conflict and returnee, natural disaster • S/NFI variable measured: quality and quantity of supply, price, stock, preference of owners, business environment; demand livelihoods

	<p>profile, needs, resilience strategy, solvability, people affected preference, access to market; protection concerns.</p> <ul style="list-style-type: none"> • Questionnaire to S/NFI vendors/traders, KII with local authorities and market representative or service providers (FSPs, etc.), FGD with people affected • No template recommended by S/NFI Cluster but suggest to look at Drought situation in Herat Rental Market Assessment_HH
<p>Financial Service Providers capacity assessment</p> <p><i>To be used in combination with market, FSP capacity, risks assessments for S/NFI response analysis</i></p> <p><i>Use it preferably jointly and led by CVwG in emergency preparedness phase as assessment and following prepositioning of cash intervention for S/NFI could be a lengthy process</i></p>	<p>Financial Service Providers capacity assessment</p> <ul style="list-style-type: none"> • Cash specific intervention assessment • Rapid or detailed assessment • Conflict and returnee, natural disaster • S/NFI variable measured: FSP profile, product details (payer and payee), pricing, coverage, liquidity and financial health, internal procedures, transaction monitoring, compliance with AML-CFT regulations, data protection and people affected privacy, experience with humanitarian assistance, interoperability, FSPs shock mitigation and resilience, • Questionnaire to FSP, KII with FSPs, scoring matrix, desk review • No template recommended by S/NFI Cluster but suggest to use and adapt the Cash Transfer Resilience tool, Service Provider Capacity assessment tool, Assess financial service providers' capacity checklist
<p>Risk assessment</p> <p><i>To be used in combination with market, FSP capacity, risks assessments for S/NFI response analysis</i></p>	<p>Risk assessment</p> <ul style="list-style-type: none"> • Cash specific intervention assessment • Rapid assessment • Conflict and returnee, natural disaster • S/NFI variable measured: Diversion, Fraud, Inclusion/ exclusion, Inflation/ indirect people affected impact, Loss, Security/ protection • Primary and secondary data analysis from need, market and FSP capacity assessments as well as desk review of other relevant documents; scoring. • No template recommended by S/NFI Cluster but suggest to use and adapt for S/NFI <ul style="list-style-type: none"> ○ Protection risks and benefits analysis tool, Rapid Risk Checklist, Risk Management Checklist,
<p>Price monitoring</p> <p>Price monitoring allows to adapt the cash assistance package to structural (e.g. inflation, season) or conjunctural (e.g. shock) price changes</p>	<p>S/NFI commodities and labour price monitoring</p> <ul style="list-style-type: none"> • multisectoral or S/NFI sectoral specific assessment • rapid assessment • conflict and returnee, natural disaster • S/NFI variable measured: price of S/NFI commodities, rent or labour depending of what is included in S/NFI package and/or (S) MEB regardless of delivery mechanism. According to NRC, markets in Afghanistan are well organized and resilient to shock. Cash injection has also little to low impact on markets. S/NFI commodities and labour price can be collected on a monthly, seasonal to monitor inflation or detect seasonal pattern, and/or <i>ad hoc</i> (data price collection) in case of structural shock. Price must be collected in different district of intervention or provenance of S/NFI commodities or labour to reflect any major regional difference. • questionnaire to vendors/traders (could be administered by phone) • no template recommended by S/NFI Cluster but suggest to use and adapt for S/NFI XX

<p>(Survival) Minimum Expenditure Basket (S-MEB) <i>(S)-MEB helps calculating amount cash to people affected according to the formula Cash transfer= (S)-MEB – (resilience of Household + humanitarian assistance delivered in-kind)</i> <i>Different methodology to calculate S-MEB:</i> <i>-Right based approach= itemization and price collection of of in-kind assistance (disaggregated one-off/multiple)</i> <i>-Expenditure profile approach: what people actually spend</i> <i>-Hybrid right based and expenditure profile approaches.</i></p>	<p>S/NFI (Survival) Minimum Expenditure Basket (S-MEB)</p> <ul style="list-style-type: none"> • multisectoral or S/NFI sectoral specific assessment • rapid assessment • conflict and returnee, natural disaster • S/NFI variable measured: price of S/NFI commodities, rent or labour depending of what is included in S/NFI package and/or (S) MEB regardless of delivery mechanism. According to NRC, markets in Afghanistan are well organized and resilient to shock. Cash injection has also little to low impact on markets. S/NFI commodities and labour price can be collected on a monthly, seasonal to monitor inflation or detect seasonal pattern, and/or <i>ad hoc</i> (data price collection) in case of structural shock. Price must be collected in different district of intervention or provenance of S/NFI commodities or labour to reflect any major regional difference. • questionnaire to vendors/traders (could be administered by phone) • no template recommended by S/NFI Cluster but suggest to use and adapt for S/NFI XX
<p>On-site Monitoring</p>	<p>On-site monitoring shelter upgrade or repair monitoring</p> <ul style="list-style-type: none"> • Shelter specific assessment • Daily monitoring and supervision • conflict and returnee, natural disaster • S/NFI variable measured: quality and progress of construction according to minimum Shelter Standards and specifications of upgrade or repairs • Site visit • no template recommended by S/NFI Cluster
<p>Post Distribution Monitoring (PDM)</p> <p><i>Reporting to Shelter Cluster and CVWG implementing partners should at minimum report on indicators from the Shelter Sector and MPC identified in the HRP 2018</i></p>	<p>Post-Distribution Monitoring</p> <ul style="list-style-type: none"> • Multisectoral or S/NFI sectoral specific assessment • Rapid assessment • Conflict and returnee, natural disaster • S/NFI variable measured: quality of the assistance delivered, expenditure, impact, lessons learned, satisfaction, protection issues • Questionnaire to people affected, questionnaire to implementer/field visit(?), FGD (?) • Template recommended by S/NFI Cluster: ESNFI Cluster PDM Form, winterization PDM, Shelter repair and Transitional shelters construction PDM (should be administered 1 month after upgrade/repair), Quick Monitoring Guide for Focal Points or Cluster Representative (?)

Source and further reading on Monitoring and Evaluation:

- Emergency Shelter and NFIs, Afghanistan Cluster Strategy 2018 – 2021 (revised as of June 2018)
- Cash for Rent Technical Guidelines, Afghanistan Shelter Cluster June 2018
- Afghanistan: Humanitarian Response Plan 2018-2021
- Final Joint Winterization Response Strategy, The Government of Afghanistan and the Emergency Shelter/NFI Cluster (Endorsed by the DiREC on 17 October 2017)
- ERM Standard Operating Procedures (SOPs) for Emergency Cash Transfers, NRC February 2018 (draft)
- ECHO Afghanistan Partners' Cash for Shelter Guidelines, March 2015
- OECD DAC Criteria for Evaluating Development Assistance
- <http://pqtoolbox.cashlearning.org/>
- SPHERE, Minimum standards in shelter, settlement and non-food items, 2011
- SEEP Minimum Economic Recovery Standards, V.3, 2017
- IRC, Cash Transfer Resilience Tool, Feb. 2016

