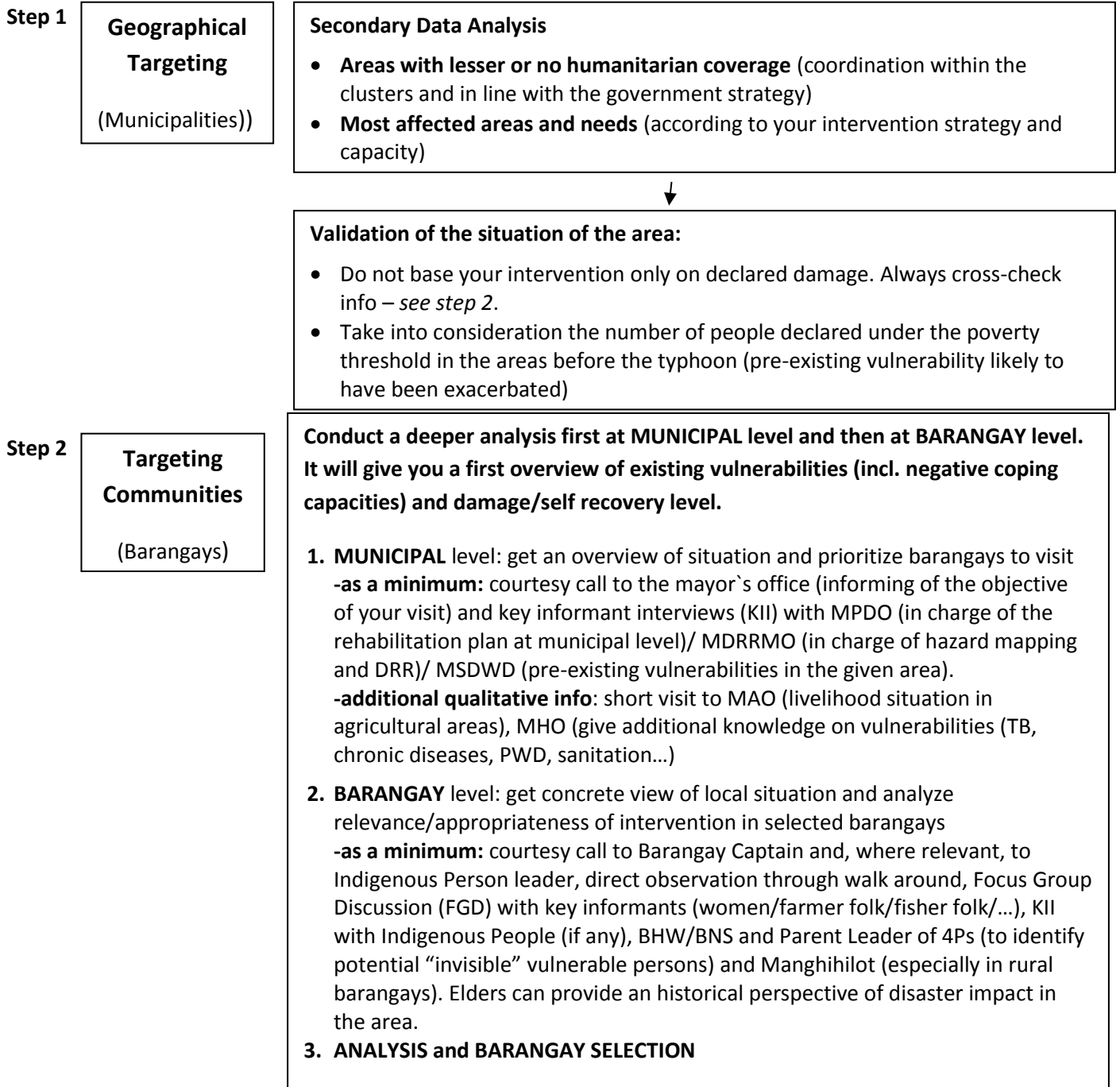


Methodology Beneficiary Selection

(Background Document 2 to the Prioritisation Tool)

Introduction In light of funding constraints, shelter partners will not be able to reach all people in need. It is thus crucial to use existing funds and projects to target and prioritize persons/households who are most vulnerable. This will require targeting geographically, and within those identified areas, targeting the most in need based on a **vulnerability analysis** that looks at personal factors within a household and the household's capacity to recover.

Vulnerability Analysis People **ARE**, or **BECOME**, more vulnerable to disasters due to a combination of personal factors, environmental factors and capacity to recover. **VULNERABILITY** is NOT a **FIXED STAGE** or **CATEGORY**. Among the affected population, persons with the same characteristics will NOT experience the same level of vulnerability. According to your sector of intervention and capacity, identify those **MOST** vulnerable within the community and **PRIORITIZE** persons that are facing higher risk.



Step 3

Targeting Households

*Option A.
Direct Identification of Households*

Within the selected barangay, conduct:

- 1. Community vulnerability mapping:** create independent (key persons from community base organizations) focus groups with older persons, women, health workers, Disability Persons Organisations, to have an idea of where the most vulnerable are.
- 2. House to house assessment** through **Team of mobile enumerators** (minimum 2 people) that will analyze vulnerable households identified in the mapping and others identified during the walk through.
- 3. Database entry**
- 4. Following pre-defined selection criteria and scoring matrix, analyze the compiled data** **OR** **3. If not using database and/or scoring matrix, analyze HH assessments against pre-defined selection criteria**
- 5. Beneficiary selection**
- 6. Present your beneficiary selection list to the community and put in place a complaint system** (to address potential discrepancies)
- 7. Analyze your complaint box / calls,** follow-up on relevant cases, and **publish** your final beneficiary list.

Advantage of using a database and making use of scoring, when within capacity of organization, is a consistent and objective method to identify beneficiaries. This approach can also serve as baseline, which can be helpful to monitor impact at a later stage. Interested organizations can take part in a model tool in development among shelter cluster members (scoring and database), available in February.

OR

*Option B.
Barangay Selection Committee*

Another approach is to use barangay selection committees (BSC).

- 1. Formation of BSC and holding of purok/sitio meeting** (below barangay level)
-BSC members chosen from: purok leader, community representatives (women`s representative, elders, PWD,...), BHW/BNS/Bgy Kagawad, Project staff.
- 2. Creation of Beneficiary list by BSC:** using vulnerability criteria determined using a collaborative approach with the community and pre-determined selection criteria
- 3. Posting of Beneficiary list and Collection of feedback and complaints** by BSC
- 4. Validation of list** by project staff, carry out check on % of list
- 5. If discrepancies, return to BSC to address and conduct revalidation** of beneficiary list

Advantage: community ownership of process. Optional whether to use a database. Possible risk: will BSC adequately represent the community and needs of most marginalized/excluded be addressed? Mitigation: ensure public awareness raising and training of BSCs on how to determine vulnerability, conduct verification of lists and put in place complaints mechanism.

Step 4

Monitoring

Post-distribution monitoring is essential

- 1. Survey % of households** to analyze factors such as how assistance provided was used, any problems with assistance provided, feedback on process itself, and monitor any exclusion/inclusion errors and take appropriate action.
- 2. Follow-up** as necessary on issues and apply learning to ongoing programs.

List of Acronyms

DSWD	Department of Social Welfare and Development
MDRRMC	Municipal Disaster Risk Reduction Management Council
MDRRMO	Municipal Disaster Risk Reduction and Management Office
MSWDO	Municipal Social Welfare and Development Office
MPDO	Municipal Planning and Development Officer
FGD	Focus Group Discussion
KII	Key Informant Interview
KI	Key Informant
4 Ps	Pantawid Pamilyang Pilipino Program
IP	Indigenous People
MHD	Municipal Health Officer
BHW/BNS	Barangay Health Worker/Barangay Nutrition Scholar
PLW	Pregnant and Lactating Women
PWD	Persons with Disability
MAO	Municipal Agricultural Officer

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