

Post-distribution monitoring
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Post-distribution monitoring is increasingly recognized as an invaluable tool in ascertaining the impact of the assistance being delivered. Post-distribution monitoring is intended to highlight the way assistance is received, used, traded and whether its distribution can cause potential protections risks or concerns. Similar efforts are under way to produce post-distribution monitoring tools for food-related programmes such as general food distributions, food for work/education, and supplementary feeding programmes.

In the context of non-food items, post-distribution monitoring should analyze the following issues:

- What were the determining factors for eligibility to receive assistance?
- Who conducted registration and/or verification of lists of beneficiaries?
- Who was consulted in that process?
- How was the assistance distributed?
- Did the distribution methodology cause potential risks?
- Were the items provided in a timely fashion – or had people already found alternate means of sourcing those items?
- What was the quality/quantity of items provided and how appropriate they are for the needs of the people?
- How is the assistance being used? What is being traded and for which items? Are items being sold or traded to settle debts?
- What portion of the assistance was shared with people who were not on the beneficiary list? What portion is shared with the host community?
- Are people asked to share part of the assistance with gatekeepers, clan members, NGOs that distribute it?
- Is the assistance taken away from them by force?

Survey methodology:

Depending on the number of sites where distribution has occurred and the organizational capacity, surveying should target at least 20 to 25 percent coverage. Surveying should be done by either an independent third party or agency staff not directly involved in distribution.

In each location about 10 - 12 people should be randomly chosen for interviews. Preferably the interviews should be conducted confidentially, inside people's homes, if at all possible. A diversity of opinions should be sought with men, women, elderly and youth surveyed. The IDP committee should also be interviewed. Please reassure people that the interview is not meant to take away the items they received and there is no such thing as the "right answer". Please explain that this information is sought in order to provide better assistance in the future and make it as appropriate to people as possible.

Concurrently the nearby markets should be visited to see if any items provided in the package are being sold and at what prices. Ideally there should be a price comparison of the cost of the items on the package pre- and post distribution.

The reports should ideally be compiled jointly by the assessors and the agency that had funded the distribution. The reports should then be shared with the Shelter Cluster

1) Name of interviewer _____			2) Date of interview (dd/mm/yy)_____	
3) Location of interview:	Region (NAME)	District (NAME)	Town (NAME)	Settlement/Village (NAME)
	_____	_____	_____	_____
4) Name of agency which conducted distribution:_____				
5)Date on which the items were received: _____				
6) Size of household interviewed _____				
7) Any vulnerability criteria for the household, and if so which?: _____				
8) How long has the family been at this location?:_____				
9) How many previous distributions did they receive?: _____				
10) What were the contents in the NFI package received?_____				
11) Was the package enough for the whole family?: _____ If not , explain: _____				
12) When was the last distribution?: _____				
13) Who distributed the items and how (NGO, elders, IDP committee)?: _____				
14) Was it appropriate in terms of what you use/need?: _____				
15) Had you already procured some/all of the items you use daily through other means?: _____				
16) How long will the items you received last?: _____				
17) Was there any reaction/complaint from people in your settlement who did not receive the NFI package?: _____				
18) Why do you think they did not receive anything?: _____				
19) Did you share the package with family members, clan members or host community?: _____				
20) Were there any security problems during or after the distribution?: _____				
21) Were the rents raised or some other sort of compensation demanded from you for receiving NFI?: _____				
22) Were you asked for a bribe or commission to be put on a list?: _____				
23) Did you sell anything from the package? What did you sell and how much did you receive for it?: _____				
24) Did you use anything from the package to settle debts? If so, what and how much: _____				
25) Did you exchange anything for something else you needed? _____ For what? _____				
26) What items would you prefer to have in the package?: _____ Please prioritize: _____				
27) Any other comments, questions?: _____				