

ANNEX B.9 - FOCUS GROUP DISCUSSION GUIDE FOR CITY TECHNICAL WORKING GROUP MEMBERS

General Instructions:

This instrument will be used for focus group discussion with the City Technical Working Group (CTWG). The evaluation team will conduct the KII via ZOOM.

Before starting the FGD, facilitators are requested to send a copy of the INFORMED CONSENT FORM (Refer to Annex C) to the participants and verbally seek the respondents' consent. Upon confirmation of intent to participate, ask the participants to attach their electronic signature and send back the completed form. Do not start without the completed form.

Except when internet connectivity is a problem, please request participants to turn on their cameras for recording purposes. At the minimum, the cameras should be turned on: at the beginning, end, and when the participants speak. Turning cameras on will verify the speaker.

As a reminder, participants should mute themselves while someone is talking.

OPENING

Good morning/afternoon. Thank you for joining us today. Your participation is essential to determine the extent of achievement on the outputs and outcomes of SURGE.

I am Dr. Nic Agustin. We are external evaluators supporting the Panagora Group in the conduct of the evaluation on SURGE. Dr. Ginny Santiago, Mr. Nick Baoy, and Mr. Senen Dizon will be joining us.

We will be recording our session. You will need to accept the recording before you are allowed to continue. We will now begin recording.

May I clarify at this point if you have submitted a signed Informed Consent Form and retained a signed copy? If not, may I request you to exit the session and e-mail us your signed consent form? You may re-enter once we receive the form.

Has anyone of you participated in an FGD before? (If yes, proceed to the next paragraph. If no, continue as follows). Let me tell you what happens in an FGD. We will ask a general question, and anyone can take the lead to answer the question. Then, the next participant either agrees or disagrees with the statement, explaining the reasons for it. The conversations continue until the facilitator asks another question).

I wish to reiterate that your participation in this FGD is voluntary, and you may opt out. You do not have to answer all the questions if you do not wish to. Should you opt-out, we will strike from our records all statements made by you.

For those who will continue with us, we wish to assure you that our conversation will remain confidential and will be discussed only within the research team led by Ramon Noriel Sicad of the CLAIMDev team. Should we use any of the statements you made in our report, we will seek prior

approval to do so. You may then inform us whether you would like the information stricken or included in the report and whether or not you would like the information to be attributed to you.

Our FGD for today should last no more than two (2) hours. Should our conversations be animated, we will interject with time checks. So that we remain organized, may we request you to raise your hand and wait to be acknowledged if you would like to speak? For others, you may want to use the chat box to share your views.

We ask that you keep your cameras on for documentation purposes. Should you experience connectivity problems, we request that the cameras be turned on at the beginning and end of the session, at least when you speak.

Do you have any questions?

Now that we have addressed all questions, we will now start our session. We ask that you kindly mute your audio and open only when you are acknowledged to speak. In our chat box, kindly indicate “okay” so that we can proceed. We will be recording our session. You will need to accept the recording before you are allowed to continue. We will now begin recording.

For the record, may we have one round of introductions? Please tell us your name, your city of assignment, and the inclusive dates you were a CPC in that city?

FGD QUESTIONS

1. How responsive were the activities conducted to the SURGE development hypothesis, i.e., resilient second-tier cities can serve as engines of growth and help equalize income distribution across the country? (1.2.1)
2. How relevant were the SURGE activities in addressing the needs of key stakeholders and target beneficiaries? Who are these beneficiaries and how were they able to benefit from the project? (1.3.4)
3. Were there opportunities for SURGE to increase its contribution towards addressing the needs of its stakeholders and beneficiaries? Kindly cite examples. (1.3.4.1)
4. To what extent did SURGE improve local capacity in inclusive and resilient urban development (Component 1)? (2.1) What factors facilitated or hindered the achievement of Component 1 targets? (2.1.1.1) How were the hindering factors addressed? (2.1.1.2)
5. To what extent did SURGE contribute to the improvement of the environment for local economic development (Component 2)? (2.2) What factors facilitated or hindered the achievement of Component 2 targets? (2.2.1.1) How were the hindering factors addressed? (2.2.1.2)
6. To what extent did SURGE improve connectivity and access between urban and rural areas (Component 3)? (2.3) What factors facilitated or hindered the achievement of Component 3 targets? (2.3.1.1) How were the hindering factors addressed? (2.3.1.2)
7. Which governmental operations were improved and how? (2.4.2)

8. To what extent have governmental operations improved responsiveness to attract private investment and support micro/small/medium enterprises (MSMEs)? (2.4.2.1)
9. What were the contributions of SURGE towards improving environmental resilience (disaster risk, and water supply and security)? (2.4.4)
10. Has SURGE provided equal access to opportunities for economic empowerment to both men and women in the urban and rural areas? (2.5.1)
11. Which of the three objectives contributed the most to achieving inclusive growth through strengthened urban resiliency with equity? Kindly explain and cite an example. (2.7.2) What were the facilitating factors? (2.7.2.1)
12. Which SURGE interventions and approaches worked well (or did not work)? (2.9.1) Which among the interventions contributed most/least to the achievement of SURGE intended outcomes? (2.9.1.1) What were the facilitating and hindering factors? (2.9.1.2)
13. What practices were successful, e.g., brought about positive changes? (*Note: define practices/successful*) (2.9.2) What were the facilitating and hindering factors? (2.9.1.2)
14. What are the prospects that the outcomes and intermediate results generated by the project will continue after project completion without further assistance from SURGE? (3.1)
15. Are technical, institutional, and financial capacities adequate to ensure continuity to project activities? (3.1.1)
16. What is the likelihood that LGUs will take ownership of the interventions initiated by SURGE? Kindly explain. (3.1.1.1)
17. Are local policies in place to ensure continuity of SURGE activities? What are these policies? (3.1.2)
18. Are there opportunities for replicating successful SURGE interventions in the future? What are these opportunities? (3.4)

CLOSING

We wish to thank you for your active participation in this FGD. We appreciate the time you have taken to be with us today to contribute to an honest evaluation of the interventions concerning the SURGE activity. We have learned a lot from our session. We hope that you have found this session as helpful and educational as we have.

We wish to remind you that our session today will be held in the strictest confidence. We will contact you in the future should we use any of the statements you made in our report.

If you have additional information that you want to share with us but were unable to do so, please feel free to contact us to schedule an interview at a later date.

Continue to keep safe. Mabuhay ang Pilipinas.

We will now end the recording.