GIPP: Gender, Inclusion, Power and Politics Analysis Toolkit

Focus Group Discussion question guide

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| **Question** | **Prompts and Supplementary Questions** |
| **Problem and Exclusion Analysis** |
| [Insert answers in row below questions] |
| What does marginalisation mean to you? | Opportunity to clarify language and ensure you are on the same page as the participant |
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| This programme is focusing on [insert target groups] and the [insert sector] sector. Why do you think these groups are marginalised from this sector? | * Consider: geography, intersectionality, current contextual factors
* What does this exclusion look like in practice? (could be from accessing services, from decision-making processes)
* Attitudes and stigma
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| Does marginalisation look different for different people within the groups that have been identified? | * Consider regional variations
* Multiple exclusion factors
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| Are there any other groups that have not been mentioned that you think are particularly marginalised from the group that has been identified? |  |
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| **Power and stakeholder analysis­­­­** |
| What power or resources do the groups that have been identified have to address the problems they face? | Consider: formal versus informal, hidden versus visible |
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| How can this project build on existing power or resources? | For example: if a group is strong at organising but lacks evidence to back up their advocacy efforts |
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| Of those people/groups mentioned, which are particularly supportive of meeting needs of the mentioned marginalised groups - in what way? Which are less supportive - in what way? How could we work with these people/groups? | * Individuals, organisations or networks
* Local, national or international level
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| **Bargaining processes, incentives and constraints** |
| Who are the key formal or informal decision-makers in relation to the project’s identified sectors or groups?  | * Where are decisions made, and who has access to these spaces or processes?
* Try to be as specific as possible, down to names of positions or individuals where relevant
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| What factors do you think drive the decisions made by these decision-makers? | * Personal gain, e.g. winning votes
* Social norms, e.g. following informal rules;
* Altruistic, e.g. delivering for communities
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| In what ways are groups that have been identified able to influence political decision-making? | * Networks and connections
* 'Hidden' or 'informal' power
* Supportive platforms
* Relevant skills
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| **Entry points and pathways for collective action** |
| How do you think change will happen for the project’s identified groups in relation to its focus sector? | * This may be different for different groups
* What factors will bring about this change?
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| What role do the following have to play in making the target sector more inclusive for marginalised groups: 1) civil society, 2) media, 3 social movements | * Positive or negative
* External factors, e.g. limited civil society space
* Internal factors, e.g. poor CSO-CSO coordination
* Different roles for each group
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| What do you think are some entry points for addressing the problems you have identified? These could be formal or informal, at community level or within civil society. | * Specific contextual opportunities, e.g. upcoming elections
* Recent news stories
* Legislation being passed
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| What do you see as the critical evidence and information gaps that need to be addressed? |  |
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| **Risks and mitigation strategies** |
| What do you see as the biggest risks associated with your efforts to empower the identified marginalised groups? | * Risks can relate to project failure, or to causing harm or backlash
* How can we mitigate these?
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