# Overview of the Toolkit for Monitoring and Evaluating Child Protection when using Cash and Voucher Assistance
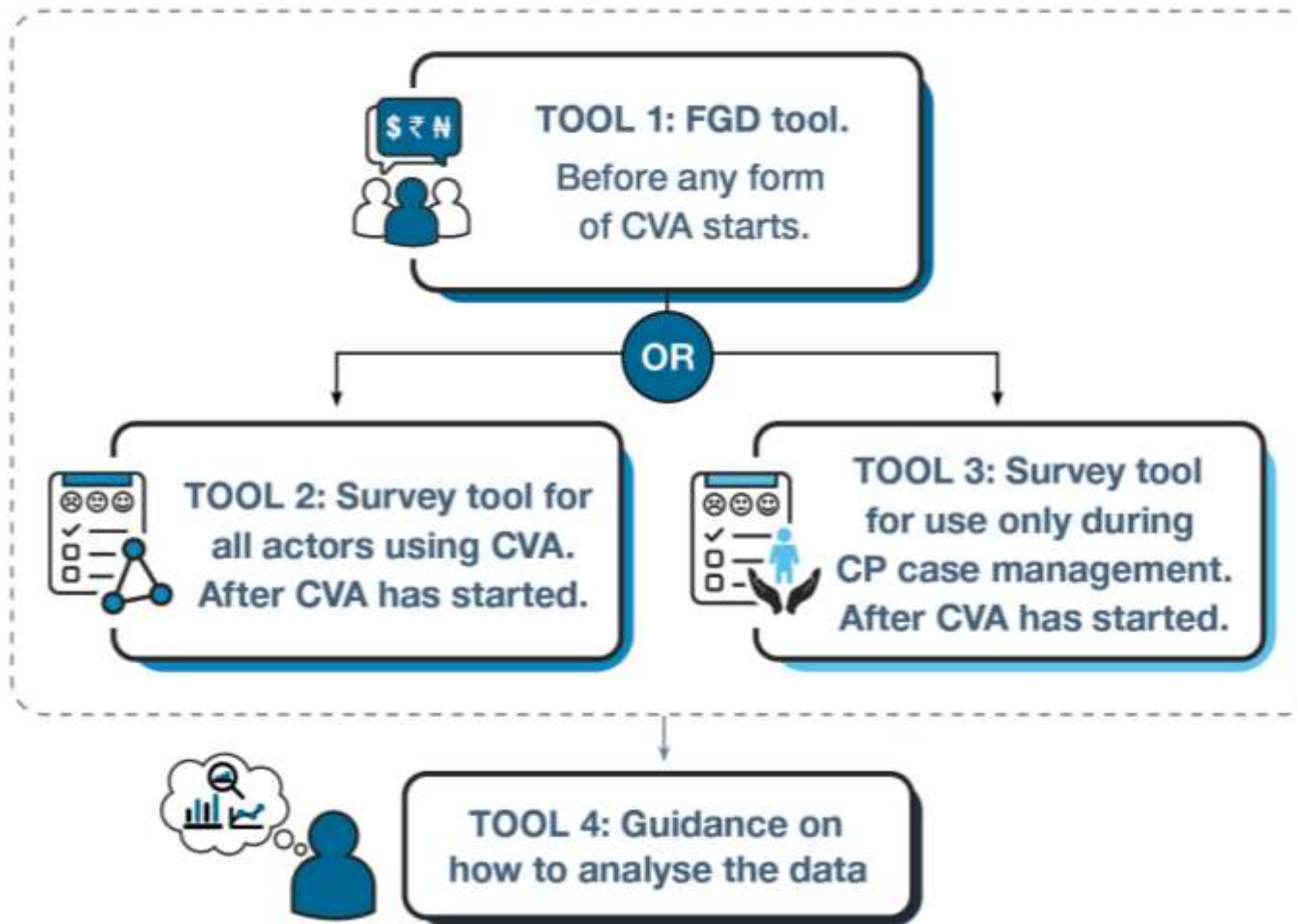
| | Name of the tool | What does the tool do? | What format is the tool? | Who should use the tool? | Who are the respondents? | When do you use it? |
|---|---|---|---|---|---|---|
| **TOOL 1** | FGD / interview tool to identify CP benefits and risks before starting CVA. | Identifies potential child protection benefits, risks, and mitigation strategies. Helps you to design your programme. | Focus group discussion guide. Can be used as an interview guide. | • For use by M&E, cash, child protection or other sector staff.<br>• Must have CP staff technical support. | For use with a sample of adults who represent the affected population you will be targeting with your CVA. | • Once, before starting cash and voucher assistance. |
| **TOOL 2** | A survey tool for all humanitarian actors implementing cash and voucher assistance. | • Determines if CVA has contributed to CP outcomes.<br>• Identifies risks caused by CVA as they happen.<br>• Identifies strategies for mitigating CP risks caused by CVA. | Survey tool. Can be used as an interview guide or self-administered in paper or electronic form. | • For use by M&E, cash, child protection or other sector staff.<br>• Must have child protection technical support. | For use with a sample of adults who represent the affected population who are already receiving CVA. | • For use after cash assistance has already started.<br>• Can be used at regular intervals during assistance and for follow-up after assistance has ended. |
| **TOOL 3** | A survey tool for child protection (CP) caseworkers. | • Determines if CVA has fulfilled its objectives in the CP case plan.<br>• Informs adaptations of CVA referral processes.<br>• Identifies risks caused by CVA as they happen.<br>• Monitors effectiveness of risk mitigation mechanisms. | Survey tool. Can be used as an interview guide or self-administered in paper or electronic form. | For use by CP staff or CP caseworkers. | For use with adults receiving cash and voucher assistance as part of their CP case management response. | • For use after cash assistance has already started.<br>• Can be used at regular intervals during assistance and for follow-up when assistance ends. |

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| **TOOL 4** | Guidance on how to analyse the data.<br><br>**COMING SOON!** | This tool will guide you on how to analyse the data generated from using the Toolkit for monitoring and evaluating child protection when using cash and voucher assistance. | • Outlines 7 step process for analysing the data collected using the other three tools and interpreting it to inform adaptations of your CVA interventions. | • All actors using either Tools 1, 2, or 3 of the Toolkit for Monitoring and Evaluating Child Protection when using Cash and Voucher Assistance. | Not applicable. | • Once you have started gathering data. Though it may be useful to reference when you are designing the data collection process so you are clear on how the information collected will be used. |
| | A toolkit for caseworkers to support adult and child clients with basic money management.<br><br>**COMING SOON!** | To provide caseworkers with tools to help their child protection case management clients to:<br>• Be more aware of regular & intermittent expenses and keep track of these;<br>• Prioritise expenses & spend within income;<br>• Identify more cost effective spending habits; and<br>• Encourage clients to save to cover financial shocks. | • Five sample scripts.<br>• 4 tools (tables and charts). | Child protection case workers with their clients. | Case management clients. | • Before, immediately after, during, before end, and after end of CVA. |

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## Order in which you use the tools.

**TOOL 1: FGD tool.**
Before any form of CVA starts.

**OR**

**TOOL 2: Survey tool for all actors using CVA.** After CVA has started.

**TOOL 3: Survey tool for use only during CP case management.** After CVA has started.

**TOOL 4: Guidance on how to analyse the data**
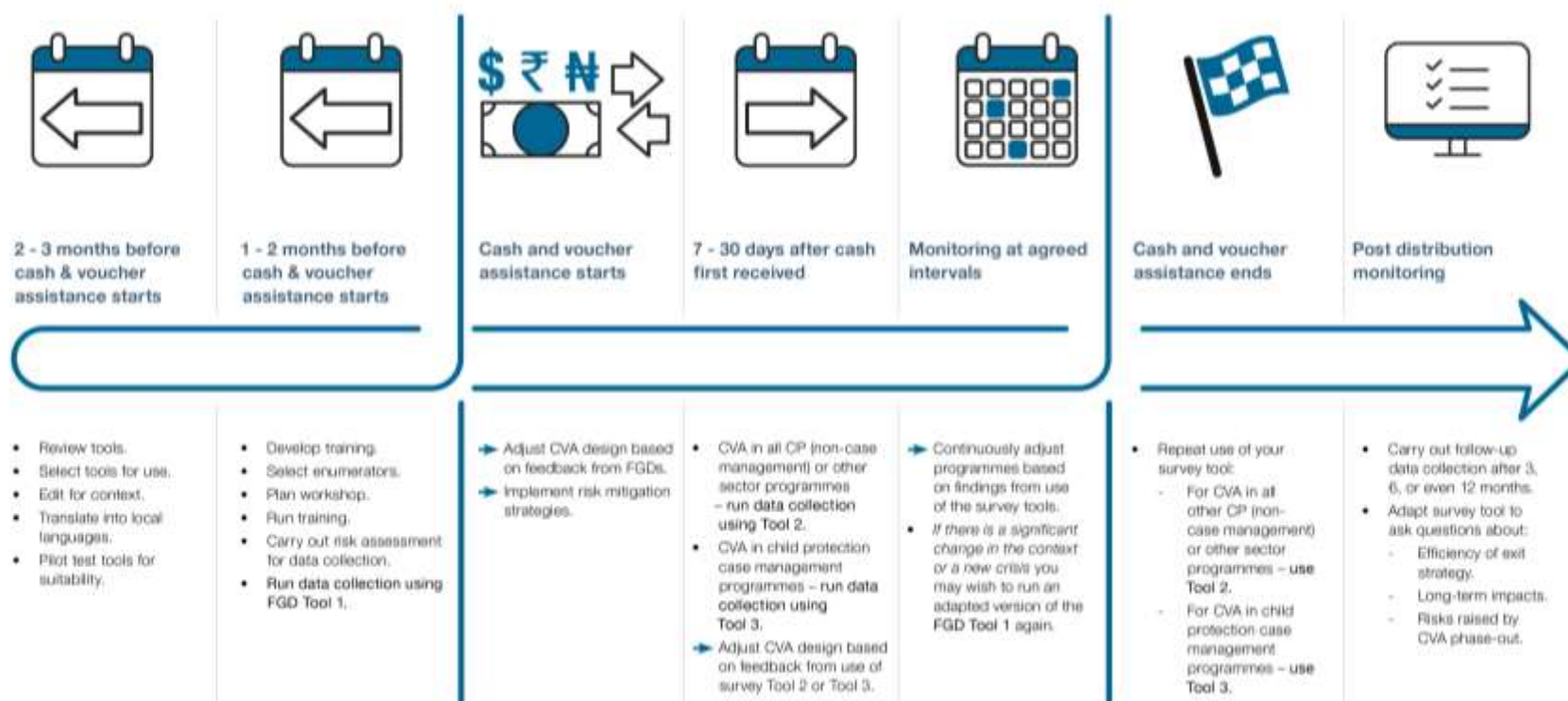
BEFORE, DURING and AFTER: A toolkit for caseworkers to support adult & child clients with basic money management.

### Abbreviations

| | |
|---|---|
| CP | Child protection |
| CVA | Cash and voucher assistance |
| FGD | Focus group discussion |
| M&E | Monitoring and evaluation |

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## Timeline for using the toolkit.



| 2 - 3 months before cash & voucher assistance starts | 1 - 2 months before cash & voucher assistance starts | Cash and voucher assistance starts | 7 - 30 days after cash first received | Monitoring at agreed intervals | Cash and voucher assistance ends | Post distribution monitoring |
|---|---|---|---|---|---|---|
| • Review tools.<br>• Select tools for use.<br>• Edit for context.<br>• Translate into local languages.<br>• Pilot test tools for suitability. | • Develop training.<br>• Select enumerators.<br>• Plan workshop.<br>• Run training.<br>• Carry out risk assessment for data collection.<br>• Run data collection using FGD Tool 1. | ➔ Adjust CVA design based on feedback from FGDs.<br>➔ Implement risk mitigation strategies. | • CVA in all CP (non-case management) or other sector programmes – run data collection using Tool 2.<br>• CVA in child protection case management programmes – run data collection using Tool 3.<br>➔ Adjust CVA design based on feedback from use of survey Tool 2 or Tool 3. | ➔ Continuously adjust programmes based on findings from use of the survey tools.<br>• If there is a significant change in the context or a new crisis you may wish to run an adapted version of the FGD Tool 1 again. | • Repeat use of your survey tool:<br>- For CVA in all other CP (non-case management) or other sector programmes – use Tool 2.<br>- For CVA in child protection case management programmes – use Tool 3. | • Carry out follow-up data collection after 3, 6, or even 12 months.<br>• Adapt survey tool to ask questions about:<br>- Efficiency of exit strategy.<br>- Long-term impacts.<br>- Risks raised by CVA phase-out. |

**This overview is correct as of March 2021. More tools are being developed over the course of 2021-2022. Please regularly check the website: https://resourcecentre.savethechildren.net/toolkit-monitoring-and-evaluating-cpcva for updates.**