

# RAPID CARE ANALYSIS TRAINING FOR MANAGERS

## HANDOUT OF TRAINING EXERCISES

**Personal details:**

<b>Name:</b>	
<b>Job title:</b>	
<b>Programme:</b>	

**Please note:** The completed handout will be forwarded or handed over to the facilitator at the end of the training. However, it is important that you also keep a soft copy of the completed handout for future reference. If the handout was completed on a hard copy, you can scan, photocopy or take a photo of the pages.

## TRAINING EXERCISE 1

**Objective:** To encourage managers to begin to think early on about how RCA fits in their programmes.

**Duration:** 20 minutes total

You have 10 minutes to answer the questions below, and 10 minutes for group feedback.

Please provide brief answers to the following questions:

1. Where in the programme cycle is your programme?

2. Why is it important to conduct an RCA in your programme?

3. Why now?

4. In what part of your programme will the RCA be most useful?

5. What are your major concerns?

6. How can these be minimized?

## TRAINING EXERCISE 2

**Objective:** To encourage managers to start thinking about their expected outputs, influencing/advocacy strategy and key areas of focus for their RCA.

**Duration:** 20 minutes total

You have 10 minutes to answer the questions below, and 10 minutes for group feedback.

1. Which RCA findings will be most useful for your programme design or advocacy work. E.g. the number of hours women spend collecting water; the extent of care responsibilities for girls and young women; the impact of migration or flooding on care workloads; social norms that are preventing a more equal distribution of care work; public services that are most in demand. Be as specific as possible.

a.
b.
c.
d.
e.

2. Brainstorm a possible influencing or advocacy plan and complete the following table.

Question	Response
a. At what level would you primarily want to target your advocacy?	
b. Who would you target?	
c. Among the individuals or institutions in <b>(b)</b> , select <b>one</b> and indicate their interest in the subject matter	
d. What evidence would appeal to them?	
e. What is the rigour of evidence required?	
f. What platforms would be effective for influencing?	

3. Given your responses to 1 and 2 above, please list the key areas of focus for your RCA (or indicate which focus group exercises would be most useful to your programme):

a.	_____
b.	_____
c.	_____
d.	_____
e.	_____

## TRAINING EXERCISE 3

**Objective:** To give managers an opportunity to brainstorm on a draft plan for their RCA and ask questions on immediate concerns.

**Duration:** 10 minutes to complete this exercise

Please take 10 minutes to provide **very brief** answers to the following questions:

Question	Response
1. How many RCAs would you want to hold? Why?	
2. Is a one-day RCA or a two-day RCA more suitable for your context? Why?	
3. Who will facilitate the RCAs (i.e. consultant, staff or local organization staff)	
4. Which gatekeepers are key for your programme?	
5. Who will participate in the RCAs? Who will extend invitations and ensure a balance between women and men (approx 60%/40%)?	
6. Which locations and how many locations do you expect to hold RCAs in, and why? (Consider diversity of context or populations)	
7. Would you want to include community leaders in your RCAs? Please explain why.	
8. Is there need for translation?	
9. Do you anticipate any challenges with logistics (e.g. childcare, transportation, security, providing food)? Please explain.	
10. What is your budget for follow-up interventions? Which staff or organizations will be responsible for funding/carrying out activities? Please explain.	
11. If you don't have a budget for follow-up interventions, how would you facilitate the use of the RCA outputs?	