**The role of civil society organizations (CSOs) in insecticide-treated net (ITN) distribution**

**Annex 3: Monitoring checklist for community-based activities**

October 2023 Adaptable tool

This tool should be used by civil society organizations (CSOs) to monitor social and behaviour change (SBC) activities being carried out at the community level by community leaders or school health educators/schoolteachers. It can also be adapted to monitor other community-based activities.

|  |  |
| --- | --- |
| **Name of CSO monitor** |  |
| **Name of district/county/state** |  |
| **Name of local government area** |  |
| **Village/community where activity is being held** |  |
| **Activity being monitored (e.g. community meeting by village chief, SBC session in school)** |  |
| **Number of people participating in the activity** | Male:  Female:  Children: |
| **Date that activity is being held** |  |

**Monitoring checklist**

Note that it is advised to disaggregate the elements in the checklist to ensure data are collected about each based on the description in the macroplans.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Item** | **Yes** | **No** | **Partially** |
|  | Is the activity being held in a safe and comfortable place (e.g. in a classroom, in the village square, out of the sun)? |  |  |  |
|  | Who is leading the activity? (e.g. community leader, teacher, school health educator) |  | | |
|  | Has the person leading the activity been trained or received an orientation on the ITN campaign? |  |  |  |
|  | Is the person leading the activity using the job aid specifically designed for the ITN campaign? |  |  |  |
|  | Is the person leading the activity following the job aid that was provided? |  |  |  |
|  | Are correct key messages being provided to people attending the activity? |  |  |  |
|  | Are people attending the activity given the opportunity to ask questions? |  |  |  |
|  | When questions are asked, is the person leading the activity able to respond accurately? |  |  |  |

**Name/signature of**

**monitor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: ­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**