

Tool AT.1.1

Stakeholder Mapping and Analysis Template

About this tool

This tool is designed for senior project staff/advisors to work with local staff in order to assess local stakeholders that are or could be involved in the project to enhance local, inclusive coordination. The template guides users to think through their existing interactions with stakeholders from authorities, NGOs, voluntary groups, local leaders, and existing community structures or other influential community members. In addition, there is a special emphasis on assessing interaction with/involvement of women. This tool is highly flexible and should be adapted to the information needed at local level, depending on the stage of the project and aims for forthcoming activities. It could be filled out before or following delivery of the staff training session “**Stakeholder Mapping and Analysis**”.

1. Local Authorities

What are the different local authority bodies working in your location? (Municipality, line ministries, mayor, etc.)	
What relationship does your agency/project already have with these? (Collaboration on activities, information exchange, regular meetings, little/no contact, etc.) Which specific people do we have contact with?	
Do you know if there are any women working in any of these authorities? (Even if at a low/junior level)	
How much interaction is there between community members and the authorities? Which community members and which authorities specifically?	

2. Community Leaders

Who are the 'Community Leaders'? How many are there in this area?	
What is the role of these leaders in the community? Are they 'official' (recognised/endorsed by authorities) or 'unofficial' (self-appointed/appointed by community members)?	
What relationship does your agency/project already have with these leaders? Are there some specific leaders that we have more contact with than others, and if so, why?	
Are any of these leaders already members of the Community Structure supported by your agency/project? If so, what role do they play in the community structures? Is it generally positive or negative? OR: Are they interacting/working with the structures?	
Are there any women community leaders, and do we have contact with them?	

3. Public Services

Does the agency/project have any direct contact with senior staff of local public services – e.g. schools, training centres, clinics, etc.?	
Are there any female staff working in senior positions at these places, and do we have contact with them?	

4. International NGOs and Service Providers

With which INGOs do we have the most contact?	
Do you know any female staff working with these organisations, and do we have contact with them?	

5. Local NGOs / Community Based Organisations (CBOs) / Voluntary Groups

What local NGOs, CBOs, or voluntary groups are operating in the area, and what do they do? [Please list them and their main activities]	
Which of these groups/organisations (if any) are specifically by or for women ?	
Do agency staff already have contact/collaboration with any of these groups? [Describe]	

6. NRC Neighbourhood Committees

How many active (attending meetings/trainings, problem-solving, etc.) female members do you have in the community structures?	
Do female members meet separately from male?	
How would you compare the participation/activity of women members to the participation of men's?	
Are the community structures meeting and coordinating with other service providers? Is there a difference between	

men and women members in their ability to do this?	
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7. Community Members

Do you know of any particularly strong/influential/educated women in the community?	
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