Community Factsheet[1]

What is it?

Community Factsheet gives an overview of the capacities and resources available in a community at the start of the assessment process, providing basic background information and context. It is important to combine generic information on the community with data reflecting the resilience characteristics as a basis to establish an effective baseline picture. Much of the requested information may be readily available from secondary sources, some may have to be obtained through the VCA process itself especially through key informant interviews. Collect disaggregating data by gender where possible. More detailed data might be collected later on through resilience measurement tools or in-depth sectoral assessments (see Roadmap to Resilience).

This tool relates to:
EVCA Step 2.6 and Step 4.2
Roadmap to Resilience Stage 1 – Step 5

Completing the community baseline data may take several days as it combines secondary data collection with information obtained through the VCA.

Resilience characteristics covered:

- Knowledge about risk
- Health
- Basic needs - shelter
- Basic needs - food
- Basic needs - water
- Social cohesion
- Economic opportunities
- Infrastructure and services
- Natural assets
- Connectedness

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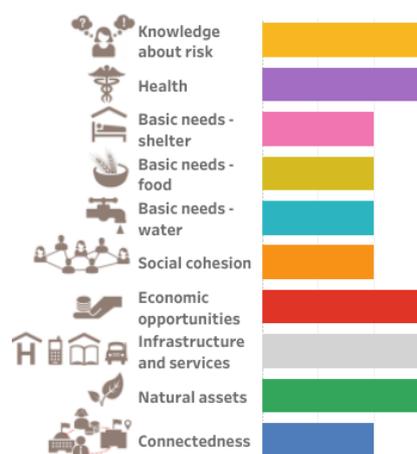
[1] This list was developed based on a checklist devised by Jim Good and Charles Dufresne of InterWorks to assess a community's vulnerability to disaster and its capacities to respond (InterWorks, 21 April 2001, www.interworksmadison.com). Some of the questions have been adapted/edited.

Basic Information to collect:

- Demographics.
- Topography
- Health and morbidity.
- The local economy (principal occupations, levels of income, economic activities,
- industry, etc.).
- Basic services and their coverage (electricity, water, sanitation, health).
- Basic infrastructure.
- School attendance and literacy levels.
- Land tenure.
- Hazards and recent disasters.
- Political structures and affiliations.
- Intra-community and inter-community organisation.
- Social trends.
- Patterns and causes of conflict, violence and crime.

Example checklist for detailed factsheet:

General Information

- Name of community:
- Location of community: latitude/longitude, elevation above sea level (*optional*)
    - Province
    - District/Department
    - Municipality
- Type of Community
    - Rural
    - Sub-urban (within 5 km of urban services)
    - Urban
- Physical description of community
    - Location is mountainous
    - Includes floodplain, wetlands
    - Coastal area
    - Drylands
    - Other physical features
- Specific weather or climatic conditions, including extreme events and/or observed change in climate
- Demographic information on the community
    - Total population
    - Total adults (> 20 years)
    - Total youth (13 -20 years)

- o   Total children (5 - 13 years)
- o   Infants, toddlers and young children (< 5 years)
- o   Average family size (related family members under same roof)
- o   Gender composition of the community
- Local contact information
  - o   Mayor: name and contact information
  - o   Police: contact information
  - o   Fire brigade: contact information
  - o   Head of emergency committee: contact information
  - o   Red Cross/Red Crescent branch: contact information
  - o   Other key community leaders and contact people

Information related to specific resilience characteristics

I. Community capacity to know and manage its own risks
Preparedness planning

- Is there an emergency preparedness and response plan in place?
- If so, when was it written and who is the primary contact?
- Does the community have community-based response teams?
- What are the linkages in terms of preparedness planning between the community and other actors? (local authorities, NGOs, community-based organizations, etc.)

Early warning

- Is there an early warning system?
- Are community members familiar with this system and what it means?
- If yes, do community members consider it to be a reliable system?
- Has this early warning system been used successfully in the last five years?

Evacuation

- Are there evacuation procedures?
- Does the community understand these evacuation procedures and evacuation routes?
- Does the community recognize and respect those with the authority to announce an evacuation?
- Have these evacuation procedures been used successfully in the last five years?

Response skills and resources

- What emergency response skills and resources exist in the community (e.g. first aid, search and rescue, public health)?
- Have community members participated in emergency response or evacuation drills and simulations?

- Are there skills to carry out a Damage Assessment and Needs Assessment locally available?

Emergency response resources
- Is there a stockpile of emergency items?
    - Food (describe)
    - Blankets (number)
    - Tents (number, type)
    - Stretchers (number)
    - First-aid kits/bandaging material (number of kits)
    - Ambulance
    - Other vehicles that could be used in emergency response (describe)
    - Other items?

Local capacities for disaster mitigation and response
- Physical/material resources and capacities
- Technical skills/human resources in the community
- Social/organizational capacities in the community

II: Community Health status and facilities

Health and nutritional conditions
- Malnutrition rate for children under 5 in the community
- Infant mortality rate for this community
- Most common illnesses among the general population (measles, HIV/AIDS, influenza, pneumonia, dengue, cholera, typhoid, diarrhoea, intestinal parasites)
- Most common illnesses among youth and children (measles, pneumonia, malaria, meningitis, diarrhoea, intestinal parasites)
- Public education about health issues? Yes or No?
- Public education received by _____ on which of the following: sanitation, disease, diarrhoea, nutrition, pre-natal care, HIV/AIDS

Health services in community
- Number of hospitals and Clinic type(s)
- Total number of beds available at clinic(s)
- Average number of free beds available
- Number of physicians resident in the community
- Number of nurses resident in the community
- Number of public health or maternal and child health care agents in the community
- How far is the nearest health clinic? Where is the nearest health clinic?
- What health services are provided at the community level?

III. Community capacity to meet its shelter needs

- Basic house construction type (describe)

- Other prominent construction types in the community (describe)
- Average house size (per family in sq m)
- Availability of emergency shelter
- Condition and construction type of emergency shelter
- Availability and location of mass shelter

IV. Community ability to meet its basic food needs

- Typical food type consumed (crops, livestock…)[2]
- How families acquire their food (production levels, market supply…)
- What assets are owned to support food access and availability (land, tools, livestock, transportation means)?
- What is the current food situation in the community? How does this compare to a "normal" situation?
- How families cope when food is scarce?[3]
- Who appears to be most food insecure? Who is most at risk of becoming food insecure?
- Typical food assistance distributed for short-term emergency (cash or in-kind)
- Food reserves at family level (# of months for the lean period or the food gap)
- Food reserves at community level (shops, food banks, warehouses, programmes, etc.)

Please refer to the Global food security assessment guidelines:
http://www.ifrc.org/Global/global-fsa-guidelines-en.pdf

V. Community ability to meet its basic water and sanitation needs

Water
- Water source for community (describe)
- Water source vulnerable to flooding
- Is water source dependent on electrical pumps?
- Quality of the drinking water source:
  - Potable
  - Non-potable, but not polluted
  - Polluted source

Sanitation

- Typical type of sanitation in use by individual families/shelters (describe)
- Sanitation arrangements in place for mass shelter
- Are sanitation arrangements adequate for the number of people to be housed in the mass shelter?

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[2] Food Consumption Score (FCS) and Household Dietary Diversity (HDD)
[3] Coping Strategy Index (CSI)

VI. Social cohesiveness of community

- Presence of formal or informal networks in the community
- Perceived level of safety in community
- Level of engagement of community members in response, preparedness and mitigation activities.
- Existence of community structure dedicated to risk management.
- Active engagement of vulnerable or marginal groups in risk management.
- Level of confidence in public authorities (local government, police, emergency services…)

VII. Ability of community to provide economic opportunities to its members

- Main types of livelihoods/income sources of community members.
- Level of employment of community members (identify the % of family members who have migrated for economic opportunities in a near town, in neighbouring country or further)
- Engagement of community in formal and informal economy
- Barriers to the development of economic activities, self-employment or employability
- Access to natural and physical assets: land (for cultivation, pasture, fish farming), rivers, forests, productive assets (tools, machines for agro-processing, business assets…)
- Access to financial services (saving and loans groups, microfinance institutions, banks, moneylenders…)
- Access to social safety nets
- Access to insurance schemes

VIII. Presence of well-maintained and accessible infrastructure and lifelines/services

Infrastructure and access
- Roads to access the community
  - Concrete
  - Asphalt
  - Macadam/gravel/limestone
  - Unpaved/dirt
  - Vulnerable to flooding, mudslides?
- Bridges
  - Are there bridges leading to the community?
  - Types of bridges
  - Are these vulnerable to flooding (or other hazards)?
  - Weight limit
- Nearest airstrip (*optional*)
  - Location of nearest airstrip
  - Distance from community
  - Paved
  - Unpaved
  - Marked
  - Unmarked

- o Description
- Power facilities
  - o Overhead electricity distribution
  - o Local generator and network
  - o Individual power only (individual generators)
  - o No electrification
- Communication facilities
  - o Radio (type, who, where)
  - o Telephone (type, who, where)
  - o Fax (type, who, where)
  - o E-mail/internet (type, who, where)

IX. Ability of community to manage its natural assets

How well is the community managing the following natural resources?

- Trees: type of vegetation:
  - o Heavily wooded area
  - o Mixed wooded and open agricultural areas
  - o Mainly open areas with only occasional tree cover
  - o Are there reforestation programmes in the community?
- Grade of slopes:
  - o Buildings are built on level ground (0–2% grade)
  - o Buildings are built on low slope (3–5 % grade)
  - o Buildings are built on medium slope (5–10 % grade)
  - o Buildings are built on high slope (> 10 % grade)
  - o Are there slope stabilisation programmes in the community?
- Situation of community near streams that may contribute to flooding
  - o River bank, no elevated structures
  - o River bank, but with elevated structures
  - o Flood plain
  - o High ground
  - o Are there river management or river protection activities in the community or upstream?
- Other natural assets: coastal areas…

X. Ability of community to connect with other relevant stakeholders

- Who has the highest level of authority in the community and how well connected is the community with these authorities?
- What is the level of engagement of the community members in response, preparedness, mitigation activities managed by the local authorities?
- How does the community relate with the following groups: religious groups, civil society organizations, political authorities, businesses, others?
- What NGOs and local community-based organizations exist in the community? What are their areas of programming and expertise? Are these organisations engaged in risk management activities?