## Purpose of the crib sheet

This crib sheet is designed as a resource to support facilitators of CALP’s Core CVA Skills for Programme Staff course. It should be used alongside the detailed session plans and facilitator notes for the course. It is designed to help facilitators contextualise the course content to the specificities of the region, but is not intended to replace any of the existing course content. The guidance below can be integrated by the facilitator throughout the course, or alternatively the resources can be shared at the end of each topic or day of training. The content of the crib sheet can and should be further enhanced by inviting, as and when appropriate, participants to share examples from the region, from their organisations and/or from their experience or knowledge.

## Overview of CVA responses within the region *(max 100 words)*

* *Scope of the region (i.e. which countries are included)*
* *Typography of types of CVA responses within the region (suggested typology from CALP library taxonomy: disaster - slow onset; disaster – rapid onset; conflict; complex political/protracted; displacement/refugee; epidemic) and topline overview of scale/type of programming within each (+ links to relevant resource pages, e.g. CWG pages)*

## CVA themes of relevance within the region *(max 200 words)*

* *3 or 4 priority themes, likely mapped to the typography of CVA responses above*
* *Links to 1 or 2 existing case studies for each theme (ensure* [SoWC case studies](http://www.cashlearning.org/downloads/calp-sowc-report-annexes-web.pdf) *are referenced) and topline summary of relevance of that cases study*

## Contextualising audio-visual content *(max 100 words)*

* *Guidance on the type of audio-visual content it is appropriate to include (based on scope of region and typography of CVA responses)*
* *Links to 2 or 3 regionally-relevant videos which reflect types of responses & themes*

## Course topics and relevant examples

* *For each of the topics and/or sessions below, identify what the key questions are which facilitators get asked, and provide (as relevant and appropriate) 1) links to documented regional examples and key points to draw out; 2) recommendations on which parts of the session can refer to these examples; 3) guidance on how specific tasks may be adapted to be more regionally-specific. Some more indicative guidance has been provided below.*

**TOPIC 1: Opportunities and challenges of CVA**

**Session 1.1** CVA concepts and contexts

* *Provide examples of how CVA has been used to support the different phases of humanitarian response in the region (max 100 words)*

**Session 1.2** CVA Opportunities and challenges

* *Identify regionally-specific milestones along the CVA timeline (max 100 words)*
* *Highlight policy issues of relevance to the region (e.g. shock-response social protection; regional funding mechanisms), and how they influence the discussion about and the future of CVA (max 100 words)*

**TOPIC 2: Assessment**

**Session 2.1** Assessment in humanitarian response

* *Provide examples or sources of available assessment reports, such as baseline data, geographic information (max 100 words)*

**Session 2.2** Case Study

**Session 2.3** Market assessment

* *Provide examples of market-based programming interventions beyond CVA from the region (see the* [Market Support tip sheet](http://www.cashlearning.org/downloads/resources/guidelines/calp-crs-tip-sheet-web.pdf) *for regionally-specific examples) (max 100 words)*

**Session 2.4** Tools and methods for market assessment

* *Provide examples of recent high-quality market assessment reports (considering examples using different tools (including examples of market maps if possible) and covering different sectors) (max 100 words)*

**TOPIC 3: Analysis**

**Session 3.1** Delivery Mechanisms Analysis

* *Provide examples of recent high quality feasibility assessment reports (focusing in particular inter-agency reports if available) (max 100 words)*
* *Provide links to websites or videos of contextually-specific financial service providers and/or case studies of how humanitarian agencies have worked with these*

**Session 3.2** Risk analysis

* *Identify any context-specific CVA-related risks. Refer to resources on CALP’s (upcoming) CVA & risk thematic page as relevant (max 100 words)*

**Session 3.3** Response analysis

* *Provide examples of any recent high quality response analysis reports (focusing in particular inter-agency reports if available) (max 100 words)*

**Session 3.4** Gap analysis and transfer value

* *Provide examples of MEB’s and/or links to regional learning on the development of MEB’s (max 100 words)*

**TOPIC 4: Design & Implementation**

**Session 4.1** Targeting and registration

* *Provide examples of any targeting guidance and/or reviews of targeting processes for CVA (and/or shock-responsive social protection) (max 100 words)*

**Session 4.2** Working with service providers and partners

* *Provide examples of any regionally-specific case studies on digital payments (check all* [ELAN resources](http://www.cashlearning.org/elan/elan)*) and/or videos of contextually-specific financial service providers (max 100 words)*

**Session 4.3** Distribution and reconciliation

**Session 4.4** Accountability & data protection

* *Provide links to any regionally-specific case studies on accountability to affected populations and data protection* *(max 100 words)*

**TOPIC 5: Monitoring**

**Session 5.1** Monitor what?

* *Provide examples of any high-quality monitoring reports (focus on inter-agency and/or multi-sectoral) (max 100 words)*

**Session 5.2** Market monitoring

* *Provide examples of any high-quality market monitoring reports (max 100 words)*

**TOPIC 6: Beyond emergency CVA**

**Session 6.1** Social protection & emergency CVA

* Provide examples of regional emergency CVA and social protection programmes (max 100 words)

**Session 6.2** Preparedness

* *Provide examples of any recent high quality preparedness assessments (focusing in particular inter-agency reports if available) (max 100 words)*

**Session 6.3** CVA coordination

* Provide links to any regionally-specific case studies on cash coordination, and links to all relevant CWG pages (max 100 words)

**Session 6.4** Course summary and wrap up