IRB # 20-0002

Appendix 7:Informed Consent Form for FGD for Heads of Households

**Informed Consent**

**Introduction and Key Information:**

Hi, my name is <Name> and I’m part of a research team from EconInsights, a research organization based in Addis Ababa. We are collaborating with Landesa in Washington D.C., USA, to conduct a research study called "Impact Evaluation of Land Certification in 4 Regions in Ethiopia.” We are asking you to take part in the study because you are 18 years of age or older, head of the household, and may have been part of the survey study in 2015 (Ethiopian calendar year 2008). If you are interested, I will first explain what we are going to do.

I will provide detailed information about the study in just a few minutes. But before I do that, I want to give you a short summary to help you decide if you want to take part. You need to know:

1. This research is being done to know the effects of the land certification programs in Ethiopia to improve policies that give land certificates to people;

2. Whether you take part is your decision;

3. You do not have to take part;

4. You can change your mind at any time;

5. Your decision will not be held against you by EconInsights, Landesa, or anyone else;

6. If you take part, you will be asked to complete a survey, and your participation in the research will be for 2 hours. However, with your permission we may contact you up to a year after the survey if we have questions about your responses.

7. You will not benefit directly from taking part, but we hope to be able to help others in the future;

8. The primary risk to you if you take part is that others may find out the information you’ve shared, but we will try not to let this happen. The other possible risk is related to the COVID-19 infection. To prevent the risk of getting infected, we will follow all government issued guidelines and we request you to follow them too.

**Study Overview:**

The purpose of this research is to identify the effects of the land certification programs on the lives of men and women in Ethiopia. For that, we are conducting a survey with heads of households (men and women) and wives, first and second – as determined by rolling a dice, of male heads of households that were interviewed in 2015 (2008 Ethiopian calendar year). We are also inviting some survey participants to be part of group discussions. We will also conduct a survey with authorities from the kebele, such as land management committee leaders, to get information about the kebeles.

Landesa will use information collected in this research to better understand what women and men think worked well and what did not work so well with the land certification to make recommendations for program and policy improvements.

**Procedures:**

If you agree to participate in this group discussion we will first ask all participants to state only their first name, not fully introduce themselves. After that, we will ask you and other men/women (as appropriate) heads of households, like you, to answer some questions about the effects of the land certificates for others in your village. There will be about 5 other men/women (as appropriate) age 18 and older. Women will meet with women, while men will meet with men. We will have the discussion in private at \_\_\_\_\_\_\_\_\_\_(note location here), and only myself, a note taker and about 5 other group members like you will be there. Answering the questions will take one to one-and-a-half hours. If you feel that this discussion is taking too much time, you are free to stop at any point. We will only take notes of the answers in this focus group discussion.

**Risks:**

A possible risk to taking part in the study is that people outside the research team may find out your answers to the questions. To try and make it so this will not happen we will take precautions to keep all information you give us secret. For example, we will not write down your name or other identifying information when we take notes during the discussion and your name will not appear on records of your responses.

Others from your village are invited to this group discussion and all participants are expected to keep all the information private. However, we cannot guarantee the full secrecy of the information you share during the discussion. Do rest assured that we will emphasize confidentiality and respect for privacy at the start of our discussion. We ask that you only state your first name and do not share more information about yourself, or ask information from others, other than their first name, or other information that would make it easy for someone to identify you during the discussion. We also ask that you do not tell anyone outside the group who else is in the group and what they say.

While participating in the discussion, you can refuse to answer any particular question, or leave at any point if you feel uncomfortable. If you want, we will give you a small card that has contact information for someone in your community you can talk to if you are upset by anything we talk about. It is possible that someone may approach us during the discussion to find out what we are discussing. We intend to do the discussion in private; if someone approaches us, we will stop the discussion until we can continue in private.

Because of the risk of contracting COVID-19, we will ask you to maintain physical distance of 2 meters from the other group members, wash your hands with soap and water or sanitize, avoid physical contact such as shaking hands with the other group members, and wear a mask throughout the interview session in observance of Ministry of Health COVID-19 guidelines. We will provide you with refreshments during the group discussion. Since this will be pre-packed we will ask you to take them away after the interview to minimize interactions in observance of Ministry of Health COVID-19 guidelines.

**Benefits:**

You will not benefit directly from taking part in this study. We hope that what we learn will help us improve commune members’ awareness of land rights and inform policymakers and key leaders about the reality of women’s and men’s land ownership in Ethiopia.

**Confidentiality:**

We will do everything we can to keep what you share with us secret. Only the research team, which includes the organization that is supporting this research, will have access to study records and notes. The organization that is supporting this research may want to talk to you during the study or after about the survey. We do not think they will contact you. However, if they do you do not have to talk to them if you don’t want to.

**Optional Statement to include only if USAID is present for data collection**:  There is someone from the organization that is supporting this research here with us today. He/she would like to talk with you and may be with us during the **survey**.   You do not have to talk to him/her if you don’t want to, and you do not have to agree be in the study if you don’t want to.

Is it okay if this person talks to you? YES NO

Is it okay if this person is with us during the **survey**? YES NO

The results of the study will be put in a report that we will share with donors, policy makers and general public. We will not identify you in anything we write about the study. You do not have to tell anyone you are taking part in the study if you don’t want to. You can help us keep it a secret that you are taking part by not telling others or discussing anything you share with anyone outside the research team. We ask all group members not to tell others who is in the group and what they say. But we cannot promise other members of the group will keep this secret.

While we are speaking, I/my team member will be taking notes of your responses. The notes will only be seen by translators and by the researchers. We will not write your name down when we write down your responses. Any documents that may include your name will be kept separate from your responses at all times. Upon return from the research site, all paper data will be secured in a locked filing cabinet in the data collector’s (EconInsights’) offices. Paper data will be destroyed after our discussion notes have been transferred to a computer. The contact list with the names and contact information of discussion group participants will also be destroyed once we enter the discussion notes into the computer; any paper copies will be shredded and any electronic copies will be permanently deleted.

The research team will keep the answers and information you share indefinitely in a secure computer file and may use it in the future or share it with other researchers for other studies. But no one will know the information comes from you because we don’t write down your name with your answers. You will not be asked to consent to future use of the information because no one will know the information came from you.

**Compensation:**

We will not pay you for taking part in this study.

**Voluntary Participation:**

Taking part in this study is voluntary, meaning you decide if you want to take part in the study. Nothing bad will happen to you and there is no penalty if you choose not to take part or if you want to stop taking part at any time. If you decide not to take part or stop at any time, we will respect this and not ask you why you do not want to take part.

**Contact Information:**

If you have any questions about the study at any time, you may contact Mr. Alemayehu Woldu Gedrago at Kirkos Subcity , Woreda 03, call at +251 944 089 991, or at alemayehu.woldu@gmail.com. For questions about your rights as a research subject you can contact the ICRW Institutional Review Board at irb@icrw.org.

**Verbal Consent:**

Do you have any questions? YES (if yes, answer the questions) NO (ask A8)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **A8:** | Do you want to take part in this study? **(consent)** | | *Yes=1*  *No=0 -> STOP* | (Code) |
| **A8:** | Respondent’s full Name (**PII)** | (Text) | | |

Do you understand that you must comply with the COVID-19 precautions? □ Yes                              □ No

Please let me know if you would like to keep a copy of this form so that you can review at a later date, contact someone about the study, or keep it for your records