

## **Annex 29: Guidelines use of hand-outs**

The focus of programs is on the empowerment of individuals, families and communities. Doing things for people or providing them with goods can make people dependant and limit their ability to cope independently. This is the reason why hand-outs such as provision of school materials, uniforms and food in general are being discouraged in programs supported by Red een Kind. Programs will rather focus on developing the economic ability of households and communities to provide for the needs of children.

Hand-outs often have been an incentive for community members to participate in community development programs. However reason for community members to participate should be because the programme is relevant and meets a felt need. The participation of community members in a development programme should not be based on easy to get services or goods. It is because of this reason that common hand-outs such as the following are discouraged:

1. Per diem provided during workshops and meetings
2. Provision of seed money for saving and loan schemes

### **Permissible hand-outs**

However at times hand-outs are felt to be necessary to assist the poorer segments of the community to move out of a state of poverty. The poorest are felt not to be able to contribute and are in need of initial means to make a living.

Some kind of hand-out are sometimes needed to convince people of the benefit of certain best practices. Hand-outs are then provided to allow beneficiaries to test or to demonstrate the benefit of certain practices.

### **Hand-outs with a multiplier effect:**

Hand-outs are therefore only provided if they have a multiplying effect. This could be in the case of improved seed or animals. Therefore hand-outs that can be applied are:

1. The provision of seed as part of a crop demonstration initiatives in communities
2. The provision of seed as part of a seed bank from which the whole community can take a loan
3. Other test or demonstration material that convince community members of a best practices and encourage them to use the means
4. Provision of start-up animals for an animal revolving loan fund through which recipients share offspring with other poor families.
5. Other revolving loan funds that allow poor community members to access resources and that have a multiplying effect.

### **General principles in these hand-outs are;**

- The poorest households have been identified and selected that will benefit from these hand-outs
- The initial seed fund (for animals and seeds etc.) is small but gradually expands allowing more people to make use of the means.

### **Other hand-outs that may be considered:**

- Temporary financial support to link people to schemes (such as a health insurance scheme) is allowed with a good justification and clear phase out plan.

- In fragile states where the government is weak support can be provided in the hand-out of school materials. However this will only be allowed with a clear justification and sustainability plan.

Support provided for the construction of a school, a health centre or other building considered important for the well-being of children in the area is addressed in the construction guidelines.

Incentives for volunteers are not considered hand-outs. Guidelines for incentives for volunteers of development programs are described in the incentive guidelines.