**CBHFA Case Study Guide**

The International Federation of Red Cross and Red Crescent invites you to develop and submit case study(s) on CBHFA implementation.

**Basic Guidelines:**

1. The case studies should be no longer than 1,000 words (3 pages max, Arial or Times New Roman font size 12);
2. The case study should be written in English;
3. You must write the case study using your own words;
4. You may work as an individual or as a group (with IFRC or PNSs in country/region);
5. Each NS can submit more than one case study;
6. The case study must relate to NS CBHFA implementation;
7. Add relevant photos (1-2 photos / page)

**Suggested CBHFA topics:**

* CBHFA step by step implementation, key success and challenges.
* CBHFA integration with other programme areas (DRR, WatSan...)
* CBHFA and non-communicable diseases
* How to scale-up the implementation from limited piloted communities to wider areas
* Volunteer management (how to recruit/support/retain branch and community volunteers)
* Use of M&E tools during CBHFA implementation
* Assessment before starting CBHFA implementation at the community level
* CBHFA sustainability and exit from certain communities
* Other topics (to be identified by NS and IFRC based on specific cases/needs at NSs)

**What is a case study?**

* Focuses on a single, or a few, instances
* Naturally occurring situations
* Systematically gathering information
* In depth/ detailed
* Focuses on relationships and processes, rather than outcomes
* Takes a holistic view
* Understanding of how the subject operates

**When might we want to use a case study?**

* When we want to know how or why
* When we are interested in processes or relationships
* When we want an in-depth study rather than a general overview
* When writing for a non-specialist/ non-technical audience

**Steps involved in a case study**

1. Develop questions
2. Generate hypotheses/ predictions
3. Collect data
4. Analyse data
5. Write up

**Identify your research question** (see below examples, please identify 2-4 questions based on the selected topic)

* What is the role of female CBHFA facilitators in rural Afghanistan
* How could HIV be addressed through CBHFA (Pacific)
* How to address WatSan through CBHFA (Timor Leste)
* How to address social care/ road safety through CBHFA (Mongolia)
* How to address NCDs through CBHFA (Sri Lanka/Pacific)
* How to perform a CBHFA baseline study in XX village in YY (Sri Lanka, Indonesia, Nepal)
* How to introduce CBHFA to address malaria in an urban slum (Bangladesh)

**Generate some hypotheses**

* Closed statements clarifying your predictions or assumptions
  + to focus on the most important issues
  + to select cases to be studied
  + to focus the data analysis
* Examples (see below examples, please identify 2-4 hypotheses based on your selected topic)
  + Female community workers expand the access to health interventions in Afghanistan
  + CBHFA successful in HIV awareness raising
  + Urban slum is a community, where CBHFA approach can be applied
  + Incidence of diarrhoea decreasing after community based WatSan activities
  + Add examples

**Analysis of data**

* Examine to see if they support your hypotheses
* Method of analysis depends on data collection strategy and type of data obtained

**Writing up a case study**

* Know your audience
* A good case study:
  + Is complete
  + Considers alternative perspectives
  + Presents sufficient evidence
  + Is engaging
  + There is no need to put your questions and hypotheses in your case study

**Presentation**

* 15 minute presentation and 5 minutes questions (20 min in total).
* In English.
* Please include photos from the field.
* Around 10 slides:
  + 2 slides: programme background and profile
  + 3-4 slides: Present your case study example, e.g. What are the main factors? How did your NS carry that out? ... please be very focused here on your specific study area.
  + 1-2 slides: specific successes related to your case study area.
  + 1-2 slides: specific challenges related to your case study area.
  + 1-2 slides: Key lessons learnt and recommendations related to your case study area.

We wish you the best of luck!