

CLEAN CITIES, BLUE OCEAN - Initial Gender Assessment

This tool was developed by USAID’s Clean Cities, Blue Ocean (CCBO) program to help each of its partners assess whether and how their own organization applies a gender lens; identify areas where the organization may need to think about more thoroughly about implementing its programs in terms of gender; and question how it knows what it knows about the population it desires to serve. CCBO has used this tool amongst organizations selected to receive grants from the CCBO program. *The questions below use language specific to this context. CCBO encourages adoption and adaptation of this tool by other organizations working to improve solid waste management systems or to implement reduce, reuse, and recycle programs.*

Guidance to complete the assessment:

- This assessment is to help organizations; there are no “right” or “wrong” answers, and organizations should not be scored or assessed according to its responses.
- The form should be completed as honestly and fully as possible. Not all questions may be applicable to an organization. If a question is not applicable, it can be marked “N/A” (not applicable).
- The time that it takes to fill out this form will vary by organization and should be completed using current knowledge. Organizations should not conduct research to learn the answers to the questions, apart from internal organizational staffing.

Question	Number	%	Yes or No	Explanation or Comments
Organization Information				
1. How many female and male staff does your organization have?*	___ Women ___ Men ___ Other:	___ % Women ___ % Men ___ % Other:		
<i>(For large, international organizations, please just report on top managers—see #3 for definition of manager)</i>				
2. Of the members of your organization supporting this grant, how many are male and how many are female?	___ Women ___ Men ___ Other:	___ % Women ___ % Men ___ % Other:		
<i>If any of your staff supporting this grant identify as another gender, please note the number in the comment column.</i>				
3. How many of the managers of this grant are women?*	___ Women ___ Men ___ Other:	___ % Women ___ % Men ___ % Other:		
<i>[For the purposes of this assessment, a manager is defined as: A person who directs the work of an organizational unit, is</i>				

<p><i>held accountable for the success of a specific project, organizational and/or staff functions; monitors and evaluates the progress of the organization toward meeting goals, and makes adjustments in objectives, work plans, schedules, and commitment of resources.]¹</i></p>				
<p>Audience/Community Information</p>				
<p>4. Of the people whom this grant is intended to help, how many do you anticipate will identify as:</p> <p><i>[If you anticipate that some will identify as another gender, please note this in the comment column]</i></p>	<p><input type="checkbox"/> Women <input type="checkbox"/> Men <input type="checkbox"/> Other: <input type="checkbox"/> Total people reached</p>	<p><input type="checkbox"/> % Women <input type="checkbox"/> % Men <input type="checkbox"/> % Other:</p>		
<p>5. Has your organization thought about the specific needs and activities around solid waste management (SWM) and 3Rs in the group you are trying to reach and how these may differ by gender?</p> <p>If yes: Please use the Explanation or Comments box to explain how these needs and activities may differ by gender</p>			<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	
<p>6. If your organization is planning to work with the community, what are the key attributes you would like CCBO to know about the girls/women in the community/group you are trying to reach? Please describe how you learned this.</p>	<p>Explanation/Comments:</p>			

¹ Definition of “manager” adapted from U.S Office of Personnel Management “Level 2 Manager” definition. <https://nctc.fws.gov/courses/references/job-aids/supervisors/documents/Definitions-TeamLeader-Supervisor-Manager.pdf>

7. If your organization is planning to work with the community, what are the key attributes you would like CCBO to know about the boys/men in the community group you are trying to reach? Please describe how you learned this.		Explanation/Comments:		
Employment				
8. Is your organization planning to construct or improve a workplace through this grant (e.g., a materials recovery facility [MRF])? If yes , is your organization planning to hire employees through its CCBO grant? (e.g., new staff for a MRF, expanded waste collection force, community outreach workers, or other employment-related activity? If yes, how many women and men (or other)? <i>[If no, skip to question 12]</i>	If yes: ___ Women ___ Men ___ Other: ___ Have not established a quota	If yes: ___ % Women ___ % Men ___ % Other: ___ Have not established a quota	Construct/Improve Workplace ___ Yes ___ No Hire Employees ___ Yes ___ No	
9. Will the workplace have a separate, private toilet for women?			___ Yes ___ No	
10. Will there be a private space for women to breastfeed their babies?			___ Yes ___ No	

<p>11. Will there be a covered or shady place for workers to rest?</p>		<p>___ Yes ___ No</p>	
Training			
<p>12. If your organization is planning to conduct training with your grant, will your grant train participants in any of the following topics? <i>(Check all those that apply and indicate how many women and men)</i></p> <p><i>If you are not planning to conduct training, skip to question 16.</i></p>		<p>___ Leadership/empowerment skills #_ Women #_ Men #_ Other gender</p> <p>___ Business/entrepreneurship skills #_ Women #_ Men #_ Other gender</p> <p>___ Gender awareness/inclusion training #_ Women #_ Men #_ Other gender</p> <p>___ Recognition of, prevention of, and response to gender-based violence #_ Women #_ Men #_ Other gender</p> <p>___ 3Rs 10 Women 0 Men 0 Other gender</p>	

<p>14. Will your grant provide any training on gender equality for men? If yes, on what topics?</p> <p><i>Please use the Explanation or Comments box to list the topics.</i></p>			<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Topics:</p>
<p>15. How many people are you planning to train (in general)?</p>	<p><input type="checkbox"/> Women <input type="checkbox"/> Men <input type="checkbox"/> Other</p> <p><input type="checkbox"/> Total people reached</p>	<p><input type="checkbox"/> % Women <input type="checkbox"/> % Men <input type="checkbox"/> % Other:</p>		
<p>Current Situation of Women's SWM Employment</p>				
<p>16. At each level of the SWM value chain, what do you think are the special challenges and advantages— if any-- that women have?</p> <p><i>If you are not working with the SWM value chain at all levels, then please answer only for the levels you are working with.</i></p>	<p>A. Waste pickers at dump site/landfill –</p>			
	<p>B. Waste pickers on street –</p>			
	<p>C. Junk shop workers –</p>			
	<p>D. Junk shop owners –</p>			

	E. Formal sector waste collectors –
	F. Members of local government responsible for SWM –
	G. Owners of waste collection businesses –
	H. Workers in MRFs or transfer facilities –
	I. Owners of MRFs or transfer facilities –
	J. Workers in reuse or recycle businesses –
	K. Owners of reuse or recycle businesses –
	L. Workers in upcycling businesses –

	<p>M. Owners of upcycling businesses –</p> <p>N. 3Rs community outreach workers –</p> <p>O. Workers in other areas of SWM/3Rs (please specify which area and what kind of job) –</p>	
<p>17. If you are working or will work with informal waste collectors (waste pickers/scavengers), have any women waste pickers told you that they have experienced stigma because they are both a woman and waste picker? (e.g., might be expressed by calling names, ignoring the woman, making fun of her, bullying physical abuse, etc.)</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, how many (estimate)? _____</p>	<p>If yes, what examples did the women provide?</p>
<p>18. If you are working or will work with informal waste collectors (waste pickers/scavengers), have any male waste pickers told you that they have experienced stigma because they are a waste picker? (e.g., might be expressed by calling names, ignoring the man, making fun of him, bullying, physical abuse, etc.)</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, how many (estimate)? _____</p>	<p>If yes, what examples did the men provide?</p>

Inclusiveness/Gender Learning			
<p>19. How will women and other vulnerable groups be included in your organization's grant?</p> <p><i>If this has already been addressed in the grant application, organizations may copy/paste or summarize the approach.</i></p>	<p>Explanation/Comments:</p>		
<p>20. How will you collect and use sex-disaggregated data and information collected about gender issues?</p>	<p>Explanation/Comments:</p>		
<p>21. Does your organization expect or hope to learn anything about gender and SWM/3Rs from this grant? If yes, what do you expect to learn?</p> <p><i>Please use the Explanation or Comments box to describe what you are hoping to learn.</i></p> <p><i>[Some organizations already know a great deal about SWM/3Rs and gender in their community, so it is fine to say "No."]</i></p>		<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	
<p>22. If filling out this assessment form has stimulated your organization to think about information that you do not know now but would like to know for your grant or organization, what information would you like to know?</p>	<p>Comments:</p>		

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Is anything else you would like to share about how your organization works with gender and/or if there are any skills that your organization would like to acquire in order to implement a gender inclusive program that strives for gender equality?

To learn more about USAID's Clean Cities, Blue Ocean program or request additional information regarding this tool, please visit www.urban-links.org/ccbo or email info@cleancitiesblueocean.org.