

SECTION 1: Composition of Interview:

The interview will include key informants from among the following: The village Headman, ACC/CWAC Members, Government Officials, and NGO workers. The group should include women.

	TITLE	NUMBER IN ATTENDANCE MALE	NUMBER IN ATTENDANCE FEMALE
1.	Headmen/Headwoman	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
2.	ACC members	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
3.	CWAC members	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
4.	CWAC Committee members	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
5.	NGO workers	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
6.	Nurse/health workers	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
7.	School Teachers	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
8.	Agricultural Extension Officer	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
9.	Other (specify:)	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
10.	Other (specify:)	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>

SECTION 2: Migration

1	How many households moved <u>into</u> this Community in the last 1 year ?	
3	How many households moved <u>out of</u> this Community in the last 1 year?	

SECTION 3: CWAC Profile			
1.	What % of the households in this community can be described as destitute?		
2.	How do you rate the local social protection networks as far as helping those who are destitute is concerned? [NOTE: CGP IS A SOCIAL PROTECTION PROGRAM]	1=STRONG 2=NOT STRONG 3=NONE>>Q4	
3.	Which of the following areas do destitute households currently get external support in? 1=YES 2=NO [ENTER EITHER 1=YES OR 2=NO AGAINST EACH AREA]	3.1 Food	
		3.2 Cash	
		3.3 Other (specify)	
4.	On what are most of the destitute households likely to spend cash if they are given some?	1=FOOD 2=CLOTHES 3=BUSINESS/INVESTMENT 4=OTHER (SPECIFY)	
5.	Does this CWAC have representation in the local ACC or Community Development Committee?	1=YES 2=NO	
6.	Does this CWAC have an elected executive Committee?	1=YES 2=NO	
6a	How long ago did the CWAC hold election for the elected committee	[ENTER NUMBER OF YEARS. IF LESS THAN A YEAR, ENTER MONTHS. IF LESS THAN 1 MONTH, ENTER 01]	YEARS _ _ MONTHS _ _
7.	How many Committee members does this CWAC have?	NUMBER OF MEMBERS	
8.	How many of these members are women?	NUMBER OF MEMBERS	
9.	What is the sex of the CWAC Chairperson?	1=MALE 2=FEMALE	
10.	How often does the CWAC committee hold meetings?	1=TWICE A MONTH 2= ONCE A MONTH 3=ONCE IN TWO MONTHS 4= ONCE IN 3 MONTHS 5=TWICE A YEAR 6= ONCE A YEAR 7= IRREGULARLY 8= NEVER	

SECTION 6: Empowerment			
1.	Does [GROUP/PERSON] participate in deciding which community development project to take place within this community? 1=YES 2=NO	1=GOVERNMENT 3=CHIEF / HEADMEN/HEADWOMEN 4= CWAC COMMITTEE MEMBERS 5=THE COMMUNITY 6=. NGO FINANCING THE PROJECT 7= OTHER (SPECIFY)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2	Do community leaders hold meetings with the households?	1=YES 2=NO >> NEXT SECTION	
3.	How often do the community leaders hold meetings?	1=TWICE A MONTH 2= ONCE A MONTH 3= ONCE IN TWO MONTHS 4= ONCE IN 3 MONTHS 5= TWICE A YEAR 6= ONCE A YEAR 7= IRREGULARLY	

SECTION 7: External shocks

We now would like us to talk about the important events that have taken place in this community since Oct/Nov 2012. We are specifically interested in events that have changed the well-being of people in this community for better or for worse. Examples of events that might have made people worse off are disease epidemics, crop failures, natural disasters, price fluctuations, or the loss of key social services. Examples of events that may have made people better off are new schools or medical facilities, new employment opportunities, or the construction of a new road.

	1	2	4
Event	Has [EVENT] taken place in this community in the last 12 months? 1=Yes 2=No >> NEXT EVENT	In how many of the past 12 months has [EVENT] taken place?	What proportion (%) of the community was affected by [EVENT] [USE PROPORTIONAL PILING]
EVENTS THAT MADE PEOPLE WORSE OFF			
1 = Drought			
2 = Flood			
3 = Crop disease/pests			
4 = Livestock disease			
5 = Human epidemic disease			
6 = Sharp changes in prices			
7 = Massive job lay offs			
8 = Loss of key social services			
9 = Other (specify)			
PROJECTS THAT MADE PEOPLE BETTER OFF			
	Has ... been constructed/taken place in this community in the past 12 months? 1=YES 2=NO >> NEXT EVENT		
11 = Development project			
12 = New employment opportunity			
13 = New health facility			
14 = New road			
15 = New school			
16 = Other (specify) _____			

SECTION 4a: Agricultural Prices

[ASK FOR THE PRICE OF EACH OF THE FOLLOWING ITEMS AS CHARGED BY THE MOST COMMON PLACE OF PURCHASE (TYPICALLY THE CLOSEST LOCATION)]						
Item	Price in ZMW		Item	Price in ZMW per....		
	ZMW	Ngwee		UNITS: 1=LIMA, 2=ACRE, 3=HECTARE, 4= SQUARE METER	ZMW	Ngwee
Maize seed regular (10 kg bag)			Live adult ox			
Maize seed high-yielding varieties (10 kg bag)			Land rental for maize cultivation per season			
Basal dressing fertilizer (50 kg bag)			Land rental for other staple crop cultivation per season			
Top dressing fertilizer (50 kg bag)			Land rental for commercial crop cultivation per season			
Live adult pig			Ox-plow rental per unit			
Live adult goat			Tractor rental per unit			
Live adult cow						

SECTION 8. Wages and Economic Activity

	Question description	Response guidelines		
1.	What are the usual main economic activities – that is, the main source of people’s livelihoods - in this Community (CWAC)? [PROMPT AND LIST THE MOST COMMON TWO ACTIVITIES, MOST IMPORTANT FIRST.]	1=FARMING – CROPS 2=FARMING – LIVESTOCK 3=FISHING 4=TRADE / BUSINESS 5=SMALL INDUSTRY 6=MEDIUM AND LARGE INDUSTRY 7=SERVICES 8=OTHER (SPECIFY)	First	
			Second	
2.	What is the average <u>daily</u> wage for men and women doing casual labour in this Community this season?	[EMPHASIZE THIS WAGE SHOULD NOT INCLUDE FOOD WHILST WORKING, SHOULD BE FOR 100% PAY-IN-CASH (NOT PAID IN-KIND) AND BE FOR SOMEONE IN NO DEBT TO THE EMPLOYER.] [IF NO WAGE MARKET, WRITE 99999]	Men	
			Women	
3.	Do children (aged under 16 years) sometimes work for money in this Community?	1=YES 2=NO >> SECTION 9		
4.	What proportion of children in this Community sometimes work for money?	1=NONE 2=VERY FEW 3=ABOUT ONE QUARTER 4=ABOUT ONE HALF 5=ABOUT THREE QUARTERS 6=ALMOST ALL 9=DON’T KNOW (DK)		
5.	What are the first and second most common kinds of paid work that children do? [PROMPT AND LIST THE MOST COMMON TWO ACTIVITIES, MOST IMPORTANT FIRST.]	1=DOMESTIC WORK 2=FARMING – CROPS 3=FARMING - LIVESTOCK 4=TRADE / RECYCLING 5=MEDIUM AND LARGE INDUSTRY 6=SMALL INDUSTRY 7=SERVICES 8=COMMUNITY WORK 9=OTHER (SPECIFY)	First	
			Second	
6.	What is the average <u>daily</u> wage for children doing casual labour in this Community this season?	[EMPHASIZE THIS WAGE SHOULD NOT INCLUDE FOOD WHILST WORKING, SHOULD BE FOR 100% PAY-IN-CASH (NOT PAID IN-KIND) AND BE FOR SOMEONE IN NO DEBT TO THE EMPLOYER.] [IF NO WAGE MARKET, WRITE 99999]	Children	

SECTION 9: Local Prices

What is the retail price for the following items in the nearest available point at the present time?

	Item	Quantity	Price (for DK, write 99998)	
			ZMW	Ngwee
1	Maize grain	<i>1 20 litre Tin</i>		
2	Cassava chips	<i>Meda</i>		
3	Rice	<i>Ka BP</i>		
4	Irish potatoes	<i>Meda</i>		
5	Sweet potatoes	<i>Meda</i>		
6	Beans	<i>Ka BP</i>		
7	Bananas (ripe)	<i>1 fruit</i>		
8	Beef with bones(mixed cut)	<i>1 Kg</i>		
9	Dry fish	<i>One average fish e.g. 10cm long</i>		
10	Dry kapenta	<i>Ka BP</i>		
11	Chicken	<i>One</i>		
12	Eggs	<i>One</i>		
13	Milk (fresh packed or UHT)	<i>1 Ltr</i>		
14	Sour milk (mabisi)	<i>1 Ltr</i>		
15	Tea leaves	<i>250g</i>		
16	Cooking oil (750 ml)	<i>750 ml</i>		
17	Sugar (white)	<i>1 Kg</i>		
18	Table salt	<i>1 Kg</i>		
19	Bread	<i>1 loaf</i>		
20	Locally brewed beer (specify name below)	<i>750 ml</i>		
21	Cigarettes – Peter Stuyvesant brand	<i>1 pack</i>		
22	Toilet soap	<i>1 bar</i>		
23	Paraffin	<i>750 ml</i>		
24	Laundry soap	<i>1 bar</i>		
25	Panadol (or other pain killer)	<i>Adult dose (nine packs of two)</i>		
26	Primary school fees	<i>Per year</i>		
27	Secondary school fees	<i>Per year</i>		
28	condoms	<i>Per pack of three</i>		
29	Course salt	<i>Ka bp</i>		

[THIS IS THE LAST SECTION FOR THE ENTIRE COMMUNITY GROUP. THANK THE GROUP FOR THEIR TIME. ASK THE ACC AND CWAC MEMBERS TO REMAIN BEHIND. THE NEXT SECTION SHOULD BE ADMINISTERED INDIVIDUALLY TO CWAC AND ACC MEMBERS THAT ATTENDED THE COMMUNITY MEETING ONLY.]

Section 12: Volunteer Time Survey

*This survey should be **individually administered** to CWAC and ACC members following the community interview. Interview no more than 4 ACC and/or CWAC members and these should be ones that attended the community interview. This survey should be administered in **treatment** CWACs only.*

ENTER TOTAL NUMBER OF VOLUNTEERS INTERVIEWED | |

VOLUNTEER # 1		1. Is the CWAC treatment or control? 1 = TREATMENT 2= CONTROL>> END OF INTERVIEW/GO TO NEXT SECTION	2. Type of Volunteer 1 = ACC MEMBER 2 = CWAC MEMBER 3 = BOTH CWAC AND ACC MEMBER	3. What, if any, position do you hold on the CWAC or ACC? 1=CHAIRPERSON 2=VICE-CHAIRPERSON 3=SECRETARY/VICE 4=TREASURER/VICE 6=PUBLICITY SECRETARY 5=NONE (MEMBER)	4. Gender 1 = MALE 2 = FEMALE	
Activity		5. Were you involved in [ACTIVITY] over past 2 months? 1 = YES 2 = NO>> NEXT ACTIVITY	6. Over the past 2 months, how many days did you spend on [ACTIVITY]? [DAYS]	7. Approximately how many hours during a typical day did you spend on [ACTIVITY]? [HOURS/MIN] HOUR MIN	8. Was the amount of time spent in [ACTIVITY] over the past two-month typical for you? 1=YES>> NEXT ACTIVITY 2=NO	9. If no, are you usually involved more or less time in [ACTIVITY]? 1=LESS 2=MORE
A	Enrolling new households					
B	Verifying applications					
C	Communicating with the community about the program					
D	Communicating payment information					
E	Monitoring payments made					
F	Monitoring other aspects of program (such as visiting households).					
G	Handling grievances					
H	Other (Specify)					
10	<p>If you had not been engaged as a volunteer for the CGP program, what else would you have done with your time?</p> <p>[DO NOT READ PROMPTS. LET THE RESPONDENT STATE ACTIVITY. IF MORE THAN ONE ACTIVITY IS SHARED, ASK THE RESPONDENT TO INDICATE NO MORE THAN TWO (2) AND TO RANK THEM IN ORDER OF IMPORTANCE].</p> <p>[IF FEWER THAN TWO RESPONSES ARE PROVIDED, ENTER '98' TO ANY NON-RESPONSE CELLS]</p>	01 = FARMING – CROPS 02 = FARMING – LIVESTOCK 03 = FISHING 04 = DOING OTHER BUSINESS/TRADE 05 = WAGE LABOR 06 = PIECE WORK 07 = DOMESTIC WORK 08 = DOING OTHER COMMUNITY WORK 09 = LEISURE 10 = NOTHING 11 = OTHER (SPECIFY) _____	First		Second	

VOLUNTEER # 2	1. Is the CWAC treatment or control? 1 = TREATMENT 2= CONTROL>>END OF INTERVIEW/GO TO NEXT SECTION		2. Type of Volunteer 1 = ACC MEMBER 2 = CWAC MEMBER 3 = BOTH CWAC AND ACC MEMBER		3. What, if any, position do you hold on the CWAC or ACC? 1=CHAIRPERSON 2=VICE-CHAIRPERSON 3=SECRETARY/VICE 4=TREASURER/VICE 6=PUBLICITY SECRETARY 5=NONE (MEMBER)		4. Gender 1 = MALE 2 = FEMALE		
Activity		5.	6.	7.	8.	9.			
		Were you involved in [ACTIVITY] over past 2 months? 1 = YES 2 = NO>> NEXT ACTIVITY	Over the past 2 months, how many days did you spend on [ACTIVITY]? [DAYS]	Approximately how many hours during a typical day did you spend on [ACTIVITY]? [HOURS/MIN] HOUR MIN	Was the amount of time spent in [ACTIVITY] over the past two-month typical for you? 1=YES>>NEXT ACTIVITY 2=NO	If no, are you usually involved more or less time in [ACTIVITY]? 1=LESS 2=MORE			
A	Enrolling new households								
B	Verifying applications								
C	Communicating with the community about the program								
D	Communicating payment information								
E	Monitoring payments made								
F	Monitoring other aspects of program (such as visiting households).								
G	Handling grievances								
H	Other (Specify)								
10	If you had not been engaged as a volunteer for the CGP program, what else would you have done with your time? [DO NOT READ PROMPTS. LET THE RESPONDENT STATE ACTIVITY. IF MORE THAN ONE ACTIVITY IS SHARED, ASK THE RESPONDENT TO INDICATE NO MORE THAN TWO (2) AND TO RANK THEM IN ORDER OF IMPORTANCE]. [IF FEWER THAN TWO RESPONSES ARE PROVIDED, ENTER '98' TO ANY NON-RESPONSE CELLS]	01 = FARMING – CROPS 02 = FARMING – LIVESTOCK 03 = FISHING 04 = DOING OTHER BUSINESS/TRADE 05 = WAGE LABOR 06 = PIECE WORK 07 = DOMESTIC WORK 08 = DOING OTHER COMMUNITY WORK 09 = LEISURE 10 = NOTHING 11 = OTHER (SPECIFY) _____					First		
							Second		

VOLUNTEER # 3	1. Is the CWAC treatment or control? 1 = TREATMENT 2= CONTROL>>END OF INTERVIEW/GO TO NEXT SECTION		2. Type of Volunteer 1 = ACC MEMBER 2 = CWAC MEMBER 3 = BOTH CWAC AND ACC MEMBER		3. What, if any, position do you hold on the CWAC or ACC? 1=CHAIRPERSON 2=VICE-CHAIRPERSON 3=SECRETARY/VICE 4=TREASURER/VICE 6=PUBLICITY SECRETARY 5=NONE (MEMBER)		4. Gender 1 = MALE 2 = FEMALE			
Activity		5. Were you involved in [ACTIVITY] over past 2 months? 1 = YES 2 = NO>> NEXT ACTIVITY	6. Over the past 2 months, how many days did you spend on [ACTIVITY]? [DAYS]	7. Approximately how many hours during a typical day did you spend on [ACTIVITY]? [HOURS/MIN] HOUR MIN	8. Was the amount of time spent in [ACTIVITY] over the past two-month typical for you? 1=YES>>NEXT ACTIVITY 2=NO	9. If no, are you usually involved more or less time in [ACTIVITY]? 1=LESS 2=MORE				
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B	Verifying applications									
C	Communicating with the community about the program									
D	Communicating payment information									
E	Monitoring payments made									
F	Monitoring other aspects of program (such as visiting households).									
G	Handling grievances									
H	Other (Specify)									
10	If you had not been engaged as a volunteer for the CGP program, what else would you have done with your time? [DO NOT READ PROMPTS. LET THE RESPONDENT STATE ACTIVITY. IF MORE THAN ONE ACTIVITY IS SHARED, ASK THE RESPONDENT TO INDICATE NO MORE THAN TWO (2) AND TO RANK THEM IN ORDER OF IMPORTANCE]. [IF FEWER THAN TWO RESPONSES ARE PROVIDED, ENTER '98' TO ANY NON-RESPONSE CELLS]	01 = FARMING – CROPS 02 = FARMING – LIVESTOCK 03 = FISHING 04 = DOING OTHER BUSINESS/TRADE 05 = WAGE LABOR 06 = PIECE WORK 07 = DOMESTIC WORK 08 = DOING OTHER COMMUNITY WORK 09 = LEISURE 10 = NOTHING 11 = OTHER (SPECIFY) _____					First			
							Second			

VOLUNTEER # 4	1. Is the CWAC treatment or control? 1 = TREATMENT 2 = CONTROL>>END OF INTERVIEW/GO TO NEXT SECTION		2. Type of Volunteer 1 = ACC MEMBER 2 = CWAC MEMBER 3 = BOTH CWAC AND ACC MEMBER		3. What, if any, position do you hold on the CWAC or ACC? 1=CHAIRPERSON 2=VICE-CHAIRPERSON 3=SECRETARY/VICE 4=TREASURER/VICE 6=PUBLICITY SECRETARY 5=NONE (MEMBER)		4. Gender 1 = MALE 2 = FEMALE	
Activity		5. Were you involved in [ACTIVITY] over past 2 months? 1 = YES 2 = NO>> NEXT ACTIVITY	6. Over the past 2 months, how many days did you spend on [ACTIVITY]? [DAYS]	7. Approximately how many hours during a typical day did you spend on [ACTIVITY]? [HOURS/MIN] HOUR MIN	8. Was the amount of time spent in [ACTIVITY] over the past two-month typical for you? 1=YES>>NEXT ACTIVITY 2=NO	9. If no, are you usually involved more or less time in [ACTIVITY]? 1=LESS 2=MORE		
A	Enrolling new households							
B	Verifying applications							
C	Communicating with the community about the program							
D	Communicating payment information							
E	Monitoring payments made							
F	Monitoring other aspects of program (such as visiting households).							
G	Handling grievances							
H	Other (Specify)							
10	If you had not been engaged as a volunteer for the CGP program, what else would you have done with your time? [DO NOT READ PROMPTS. LET THE RESPONDENT STATE ACTIVITY. IF MORE THAN ONE ACTIVITY IS SHARED, ASK THE RESPONDENT TO INDICATE NO MORE THAN TWO (2) AND TO RANK THEM IN ORDER OF IMPORTANCE]. [IF FEWER THAN TWO RESPONSES ARE PROVIDED, ENTER '98' TO ANY NON-RESPONSE CELLS]	01 = FARMING – CROPS 02 = FARMING – LIVESTOCK 03 = FISHING 04 = DOING OTHER BUSINESS/TRADE 05 = WAGE LABOR 06 = PIECE WORK 07 = DOMESTIC WORK 08 = DOING OTHER COMMUNITY WORK 09 = LEISURE 10 = NOTHING 11 = OTHER (SPECIFY) _____					First	
						Second		

SECTION 11: HEALTH FACILITIES

**[TO BE COMPLETED FOR TWO CWACS ONLY (MISSING FROM 30 MONTH HARVEST SURVEY).
WESTERN PROVINCE, KALABO, CWAC 17 MNAMANDA AND CWAC 28 NAMWETI.]**

1.	Are there any Health Facilities in this community?		1=YES 2=NO ► End interview		
ID	Name of Health Facility		Facility type 01=GOVT HOSPITAL 02=GOVERNMENT HEALTH CENTRE/CLINIC 03=GOVERNMENT HEALTH POST 04=MISSION INSITUTION 05=PRIVATE INSITUTION 06=OTHER(SPECIFY)	LATITUDE (S) In Degrees dd.ddddd°	LONGITUDE (N) In Degrees ddd.ddddd°
	FACILITY NAME	FACILITY CODE			
1					
2					
3					
4					
5					
6					
7					
8					