



Concerted Poverty Monitoring in Sunamganj

An initiative coordinated by the District Administration of Sunamganj and supported by SDC & Intercooperation



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A FEW WORDS from
ADDITIONAL DEPUTY COMMISSIONER
(EDUCATION & DEVELOPMENT)
regarding
CONCERTED POVERTY
MONITORING IN
in SUNAMGANJ



I would like to welcome the initiative of publishing the second edition of the NEWSLETTER on Poverty Monitoring in Sunamganj. I would also like to thank the officials of the Government of the People's Republic of Bangladesh and the representatives of the selected NGOs and Projects for their valuable input.

We know that Poverty is a multi-dimensional issue that extends beyond income deprivation. The various dimensions of poverty can be seen from two perspectives: income poverty and human poverty. To mitigate the miseries of the hard-core poor and the underprivileged community, the Government is committed to implement a number of social safety-net programmes, e.g. Cash Transfers Programme, Food Transfers Programme, Special Poverty Alleviation Programmes and Micro credit Programmes for selfemployment and development. Various NGOs and Projects are also working to reduce poverty level in this regard.

In the last six months, District taskforce committee the Concerted Poverty Monitoring's has developed Indicators, Methodologies and Tools to monitor poverty, which is a positive development. The committee members will provide information on key indicators as well as trends in poverty reduction.

I would like to thank all representatives of the concerned departments of GoB, NGOs, and Projects who have been relentlessly working to carry forward the Concerted Poverty Monitoring activities in Sunamganj.

I wish every success in this initiative.

Chandan Kumar Dey
Additional Deputy Commissioner
(Education & Development)
Sunamganj
Dated: 14.05.07

Achievements October 2006 - May 2007 District Poverty Monitoring Unit

A temporary unit on concerted poverty monitoring was established in the office of the Deputy Commissioner of Sunamganj. A full time coordinator has been employed to coordinate the activities under the initiative and to assist the taskforce's convenor (Additional Deputy Commissioner Development and Education). The office has been equipped with a computer, a telephone line and network services.

Capacity Building of the Stakeholders:

Computer Skill Development training:

A five-day training course on computer skill was held from 19-23 November 2006 to reach the following objectives:

- ✓ Institutional capacity development of the stakeholders, who are involved in the concerted poverty monitoring activities
- ✓ Making a contribution to the data compilation and management of the poverty monitoring process.

The training course focused on the use of the Microsoft Office package. The course was organised by the Institution of Information and Business Technology (IBIT) in Sylhet and attended by 24 participants from governmental and non-governmental organisations that work in Sunamganj.

Outcome monitoring training:

A one-day workshop on Outcome Monitoring was held on December 19 2006 in order to achieve the following objectives:

- ✓ Clarifying outcomes, outcome monitoring and capacity development
- ✓ Learning how to integrate the outcome into the programme cycle management (PCM), i.e. into planning and monitoring
- ✓ Linking inputs and discussions with the upcoming work of the taskforce regarding the development of poverty-monitoring tools for the Sunamganj district.

Around 30 officials from the government, projects and NGOs participated in the workshop. Mr Chandan Kumar Dey (Additional Deputy Commissioner- Education and Development) officially opened the workshop. Mr Malte Lipizinsky (Regional Advisor, Swiss Agency for Development and Cooperation) gave his input during the workshop.

Development of indicators:

A primary list of indicators and elements of indicators for four prioritised sectors were identified and approved by the poverty monitoring taskforce. They were selected by reviewing the following indicators:

- ✓ The indicators of the poverty reduction strategy (PRS) document,



- ✓ The indicators used by the relevant line departments and
- ✓ The indicators used by LEAF, a SDC/IC project aimed at monitoring the socio-economic changes of different categories of rural households.

Furthermore, two consultants were hired in order to develop the final indicators taking into consideration the fact that they should be both relevant to the stakeholders and the objective of the concerted initiative, and useable for data collection. The consultants were used to select the indicators by analysing the source of information. This means that the stakeholders should have access to the information against the selected indicators. The output produced by the consultants, however turned out to be not applicable and not relevant at district level. The indicators were not specific enough and too vague.

The taskforce then hired another consultant to simplify the indicators through bi-lateral discussions with the concerned stakeholders. Through a stakeholder workshop, the stakeholders finalised 42 output indicators and 23 outcome indicators on the basis of indicators proposed by the consultant.

Development of tools and methodology:

The existing monitoring tools were collected during a survey conducted earlier and by the poverty monitoring coordinator from relevant stakeholders (line departments, NGOs and projects). Initially, a consultant was hired to review the existing tools and methods as well as to develop a first draft of tools and methodologies. The consultant developed two sets of tools and methodologies considering both the requirements of the selected indicators and the need to

stay close to the existing system used by the stakeholders. The tools and methodology were discussed. They were analysed in a stakeholder workshop. The ideas approved by the taskforce after incorporating and comments from the concerned stakeholders.

Two types of tools were developed and finalised one set of formats with quantitative information on four prioritised sectors and another, more simple, questionnaire for household surveys focusing on socio-economic trends. The concerned line departments (the Department of Agriculture Extension, the Department of Livestock, the Department of health and family planning and the Department of Education) all agreed to use these formats by taking data and information for the period from July 2006 to June 2007. Four projects (LEAF, SHOUHARDI, FRRAS, SHARIQUE) and their partner NGOs and additional six local NGOs committed themselves to conduct the survey in 840 sample households in 56 unions in 7 Upazillas of the Sunamganj district.

Taskforce meetings:

Three taskforce (TF) meetings have been held since October 2006:

First meeting - 20 December 2006

Agenda:

- ✓ Identifying indicators/ elements of indicators,
- ✓ Possible source of information and their feasibility to be taken into consideration.

Major decisions taken:

- ✓ After reviewing the available documents on the proposed PRS indicator, existing indicators used by the various line agencies and the indicators used by LEAF project, a number of possible and attainable indicators were selected for the concerted system of poverty monitoring in Sunamganj.
- ✓ It was decided that consultants would develop the final indicators.

The participation rate of this meeting was 70%.

Second meeting - 14 May 2007

Agenda:

- ✓ Updating the stakeholders on the present status of poverty monitoring



- ✓ Deciding on the poverty monitoring indicators
- ✓ Asking the opinions of the stakeholders regarding data collection

Major decisions taken:

- ✓ The indicators were presented and reviewed during the meeting. New indicators were proposed and some indicators were deleted. After this review the indicators were unanimously accepted by all members.
- ✓ It was decided in the meeting that the secondary data would be collected from the line agencies, related NGOs and projects that work in the Sunamganj district. Different options were discussed as well as the selection of Upazilas, units and population. It was decided unanimously that the selection would be finalised through a bilateral discussion with the stakeholders.

The attendance rate of this meeting was 100%.

Third meeting - 20 August 2007

Agenda:

- ✓ Review and approval of the tools recommended during the previous TF meeting
- ✓ Approval of action plan
- ✓ Miscellaneous

Major decisions taken:

- ✓ After reviewing the tools recommended during the previous TF meeting some proposals were made for correction. It was decided that data would be collected following the fiscal year, i.e., from July to June. Only the Education Department will follow the calendar year, because their reports are produced after completion of the annual examination.
- ✓ An action plan was prepared, reviewed, clarified and approved by the TF during the meeting.

The participation rate of this meeting was 75

Methodology for Poverty Monitoring data collection

As the concerted poverty monitoring system is a new initiative, it is preferable to collect information on a limited scale. Based on their experience and capacity development, other stakeholders will also be involved in the process. The following methodologies will be used for data/information collection from stakeholders and households.

1. Data/information collection:

The following four selected priority sectors will be considered for data collection:

- i) Agriculture,
- ii) Education,
- iii) Health & family planning and
- iv) Economic and social development.

Two following data collection methods will be used:

a. Existing sources of stakeholders: The stakeholders involved in the first three sectors (i.e. agriculture, education and health and family planning) have their own data collection system. Taking into consideration this system a consensus will be reached on the tools that will be used. Stakeholders with activities relevant to the abovementioned sectors will send their information using these tools.

b. Household surveys: socio-economic and social development data will be collected through HH surveys. For the first time we will involve NGOs and projects in the data/information collection. Other stakeholders (e.g. line agencies, local government and other agencies) will also be involved in this process. Please find below a detailed description of HH survey methodologies.

2. The (socio-economic) household survey methodology:

2.a. Sampling techniques:

Different sampling techniques, in different layers, will be followed for selecting HH for the socio-economic survey.

2.a.1. Selection of Upazilas:

Purposive sampling techniques will be followed to select Upazilas, based on

- ✓ Scope of data collection
- ✓ Presence of implementing agencies
- ✓ Availability of enumerators etc.



2.a.2. Selection of Unions:

As all unions will be considered for data collection there is no need to follow a specific sampling technique.

2.a.3. Selection of households(HH):

We will select an equal number of HH from each selected Union in both intervention and non-intervention areas. The HH selection process will be as follows:

- ✓ The geographical entities of the selected Unions will be divided into small units, i.e. villages, wards or mouza.
- ✓ The small units in intervention and non-intervention areas will be selected randomly.
- ✓ Finally, poor and non-poor HH will be selected randomly from small geographical units in intervention and non-intervention areas.
- ✓ If more than one project works in one union then the respective projects will do the survey in their own areas
- ✓ One enumerator will collect data/information during a 6 to 7-day period. As the enumerators have their own tasks in their organisations/projects, we propose three options in order not to hamper their regular tasks. The enumerators may:
 - work 6 to 7 days in a row to complete the HH survey that has been allocated to him/her
 - complete the 6 to 7-day survey within a 2 to 3-week time limit
 - complete the survey within a 15 to 20-day period doing one HH survey per day
- ✓ It is assumed that one enumerator can perform 3 HH surveys in a day. So it is possible to conduct 18-22 HH surveys within 6-7 days. It is also assumed that 35-40 enumerators will be available for data collection. So these 35-40 enumerators will be able to conduct a total of 630-735 or 720-840 HH survey in 6-7 days respectively.
- ✓ The number of UZs, Union and HH will be distributed later (before the start of the survey) in a meeting with the consensus of stakeholders. The availability of enumerators, their experiences and capacity and other benefits will be taken into consideration during the area distribution.



- ✓ Receiving all the completed questionnaires from the enumerators
- ✓ Verifying questionnaires randomly after having received them from the enumerators
- ✓ Sending all the data to the Poverty Monitoring Coordinator in his office for further action.

2.d. Data processing, analysis, interpretation/validation of results and report writing:

We expect a large quantity of data to be produced and the data input will require more than one person. Experienced people will be employed to enter the data into a computer. The Poverty Monitoring Coordinator will follow-up the data entry process in order to guarantee data authenticity. The Coordinator will then analyse the data and organise a workshop to interpret and validate the results. This will be completed by taking into account the comments of the workshop participants. The Monitoring Coordinator will then write a report based on the results. Finally, two information sharing workshops (one at national level and one at field level, with farmer participation) will be organised.

2.e. Data collection Frequency:

The whole abovementioned process will be conducted once a year.

- ✓ It has been mentioned earlier that random multilayer sampling techniques will be used for the selection of areas and HH. These HH will be taken from the existing lists of CBOs in their respective working areas. All CBOs will be considered for HH selection.

2.b. Orientation/training:

An orientation/training course will be organised for the enumerators. Enumerators will learn about interviewing techniques, the use of questionnaires and guidelines. The people who will collect the data will be invited to this training.

2.c. Team composition and data collection:

Initially, NGOs or projects will take the lead role in the data collection process. There will be one team leader from each lead NGO or project. The roles of Team Leaders (TL) will be:

- ✓ Selecting their PNGOs
- ✓ Selecting the number of enumerators from each NGO based on the enumerators' experience and capacities.
- ✓ Spot checking, dealing with problems encountered by the enumerators and coaching the enumerators during the data collection. This will be done before the start of the data collection



Concerted Poverty Monitoring System in Sunamganj

Output and Outcome Indicators

Priority sectors	Output Indicators	Outcome Indicators
1. Agricultural sector		
1.1. Agricultural development services	<ol style="list-style-type: none"> 1. % of land under cultivation/ crop production 2. % of farmers using quality seeds 3. % of farmers storing quality seeds 4. % of quality seeds stored at farmers level 5. % of land under irrigation 6. # of training on different topics/technologies conducted 7. # of farmers trained 8. % of farmers having access to agricultural loan 9. # of new varieties introduced 	<ol style="list-style-type: none"> 1. Crop yield (tons/hect are) 2. Crop production (in tons) 3. % of HH getting income from crop/veget able 4. % of trained farmers adopting new technologies
1.2. Livestock development services	<ol style="list-style-type: none"> 1. # of poultry and livestock vaccinated 2. Rate of mortality of poultry and livestock 3. # of training on different topics/technologies conducted 4. # of farmers trained 5. # of cattle artificially inseminated 6. % of land under fodder cultivation 7. # of unit/farms established 	<ol style="list-style-type: none"> 1. % of production of poultry (egg & meat) and livestock (meat & milk) 2. % of income from poultry (egg & meat) and livestock (meat & milk)
2. Health and Family Planning sector		
2.1. Overall health status for all	<ol style="list-style-type: none"> 1. # of total patients having received health services from health centre 2. # of women (15-49) having received TT vaccine 	<ol style="list-style-type: none"> 1. # of children (0-28 days) with neonatal tetanus (NT) 2. # of children (2-5 yrs.) with tetanus after neonatal period
2.2. Child and mother health care	<ol style="list-style-type: none"> 3. # of fully immunised children 4. # of children (1-5 yrs.) having received vitamin A 5. # of children (2-5 yrs.) having received de-worming tablets 	<ol style="list-style-type: none"> 3. # of children with diarrhea
2.3. Safe drinking water and sanitation facilities	<ol style="list-style-type: none"> 6. # of HH with safe drinking water source 7. # of HH with sanitary latrine 	<ol style="list-style-type: none"> 4. # of population with outbreak of water borne diseases
2.4. Reproductive health service	<ol style="list-style-type: none"> 1. # of fertile couples having received family planning methods 2. # of unmet need couples (contraceptive means) 3. # of drop out couple (contraceptive means) 4. # of couple having switched over from one method to another (contraceptive means) 	<ol style="list-style-type: none"> 1. % of TFR (total fertility rate)

3. Education sector

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| 3. 1. Access to education | <ol style="list-style-type: none">1. % of boys & girls enrolled in primary education2. % of boys & girls enrolled in NFPE3. Rate of primary school attendance of boys & girls4. Rate of passing out of boys & girls from primary education5. Teacher-student ratio6. % of boys & girls enrolled in secondary education7. Rate of passing out of boys & girls from secondary education | <ol style="list-style-type: none">1. % of primary school aged children not enrolled in primary education2. Dropout rate of boys & girls from primary school3. % of student obtained primary scholarship |
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4. Economic development sector

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| 4.1. Access to economic development activities | <ol style="list-style-type: none">1. % of people taken new economic activities2. % of population trained on various IGA/sectors3. % of women taken new economic activities4. % of HH having access to public goods and services5. # of income options/livelihoods strategies at HH level6. % of population having access to financial institutions, like GO/NGO/bank | <ol style="list-style-type: none">1. % of average income2. # of people employed in various sectors3. Average rate of wages4. # of new economic options taken by extreme poor5. # new economic initiatives taken by poor women |
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5. Social development sector

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| <ol style="list-style-type: none">1. # of people trained on gender issues2. # of people trained on organizational development | <ol style="list-style-type: none">1. % of women involve in village mediation and /or conflict resolution process2. % of extreme poor involve in village mediation and /or conflict resolution process3. % of represent atives of women in various committees at village and UP level4. % of represent atives of extreme poor in various committees at village and UP level |
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