Indicator description

Number of people benefiting from DFID-supported cash transfer programmes

Type of indicator

Peak Year

Technical definition/methodological summary

What's included – programme types

This includes *all regular cash transfer payments made to individuals and households to tackle poverty and vulnerability*. The indicator includes:

- **Child grants.** For the purposes of this indicator, a child is anyone up to the age of 18 years (the definition in the UN Convention on the Rights of the Child). In practice, most child transfer programmes in low income countries in which DFID works will be restricted to younger children, with the intention of improving their nutrition and access to healthcare in the critical first few years of life. Typically, this means that children are eligible up to five years old (60 months); in some cases, it may be restricted to up to two years (24 months). Reflecting better understanding of early childhood development, an increasing number of schemes extend eligibility for a child grant earlier, so that it is received by a woman in the last six months of pregnancy through to the child's second birthday. In these cases, transfers to pregnant mothers are included as child grants.
- **Social (i.e. non-contributory) pensions.** The definition of who receives a pension varies from country to country: in Low Income Countries (LICs), social pensions are often introduced for the oldest (e.g., those over 70 years), with eligibility age brought down over time (e.g. to 65) as more funds become available.
- **Those receiving wages from employment on public works schemes**. These transfers are the hardest to measure for coverage: work is often short term, casual (on a daily basis) and with uptake varying considerable within and between years (peaking in agricultural slack season – typically before the main harvest – and in years of poor harvests or other shocks to the economy and employment)
- **Other transfers** (e.g. disability grants; targeted payments to poor households; universal basic income grants).

What's not included?

It does not include transfers of one-off payments or assets; or transfers to communities.

Unit of measurement

The unit of measurement for this indicator is the individual. It is assumed for the purposes of this indicator that all individuals residing in a household receiving a transfer are counted as beneficiaries, even if the transfer is provided in principle specifically for a given individual (e.g. a child or elderly person) within the household. So, if a child grant is provided to a household with five members, this counts as five beneficiaries.

Some categorical transfers are provided per individual: so, if a household of five people contains one child under five, they receive (for example) £25 per month, while another household with two children under five (and a total of five members) receives £50. In both cases, however, the number of beneficiaries would be simply the number of household members, and so would be the same (five) for both: this number would *not* be doubled for the household receiving £50.

Similarly, if a household receives two different types of cash transfer (for example, a child grant and an old age pension; or a child grant and income from public works wages) the members of that household should only be counted once.

So: to report this indicator, country offices need to be able to

- Know how many people are in households receiving DFID-financed cash transfers
- Avoid double-counting households that receive two DFID-supported transfers, either of the same type of transfer (e.g. two child grants) or different types (e.g. a child grant and a pension).

How this is achieved will depend on the situation and the quality of data available.

1. DFID is supporting just one programme; each household can receive just one transfer

1a. If the programme management information system (MIS) can supply data on actual numbers of people in households receiving the transfer, this total is the number to be reported.

1b. If the MIS cannot supply this data, multiply the number of transfers (which in this case is the same as the number of recipient households) by the average household size. For average household size, use a figure that matches as closely as possible to the characteristics of the recipient population i.e. if the scheme is for rural households in a particular province, try to obtain survey data on the average household size for this section of the population. This may be obtained from a recent census, a survey conducted during programme design or targeting, or a national sample survey. *See Worked Example 1 for guidance.*

Worked example 1

DFID supports a nationwide rural public works programme which restricts participation to one person per household. Local committees approve the work lists for each project, and confirm that each household sends only one person to work. However, they do not collect information on how many people are in each participating household.

In the busiest month (immediately before the main harvest), 100,000 people obtain a wage from the programme.

From the last household survey, it is known that rural households contain on average 5.7 people. For rural households in the poorest two quintiles (the section of the population most likely to participate in the programme), the average is slightly higher, at 5.9.

Estimated number of beneficiaries = 100,000 x 5.9

= **590,000**

2. DFID is supporting just one programme; a household can receive more than one transfer from this programme

2a. As above, if the MIS can supply data on actual numbers of people in recipient households, this total is the number to be reported. Households receiving two transfers (e.g. for two children or two elderly) are treated exactly the same as households receiving only one transfer: the people in these households are each counted one, *not* twice.

2b. If the MIS is *not* able to supply the number of people in households that receive the transfer, but is able to supply the number of households, then estimate the number of beneficiaries as in 1b above.

2c. If the MIS can only supply the number of *transfers* (i.e. the number of individual recipients), then it will be necessary to first estimate the number of individuals. This is an unlikely scenario – most schemes will record a recipient household – but conceivable, if the household data is only used at the local level, and all that is passed up to the centre is the total number of transfers made. In this case, it will be necessary to (i) estimate the number of households from the number of transfers (using census or survey data to find the average number of eligible individuals in households with at least one eligible individual) and then (ii) estimate the number of people in recipient households. So: if the transfer is for children under five years:

- pull out from census or survey data those households which have at least one child under five years;
- find the average number of children under five in these households (probably something like 1.4: of households with at least one child under five, many households will have one child under five, quite a few will have two, some will have three, a very few will have four…)
- divide the total number of transfers by the average number of children per eligible household in order to obtain an estimate of the number of recipient households
- multiply this by the average household size for eligible households to obtain an estimate of the number of people in households receiving these transfers (i.e., the number of beneficiaries)

Again, use an average that reflects as closely as possible the characteristics (geographical, rural or urban, quintile of the income or consumption distribution, etc) of the recipient population. *See Worked Example 2 for guidance.*

Worked example 2

DFID supports a social pension programme which provides a per capita transfer to everyone in Pursat province who is over the age of 60 years. 15,000 transfers are paid each month.

From the last census or programme survey, it is known that households in Pursat with at least one person over 60 years of age contain on average 1.2 people over this age.

The average size for these households is 5.3.

Estimated number of beneficiaries = (15,000 ÷ 1.2) x 5.3

= 12,500 x 5.3

= **66,250**

3. DFID is supporting more than one programme; there is no overlap between programmes

Calculate estimated number of recipients for each programme separately; add together to obtain a total return for the country. This may be possible if, for example, the two programmes operate in different parts of the country. For each programme, estimate the number of beneficiaries as outlined in 1 or 2 above.

4. DFID is supporting more than one programme; there is potential for households to receive transfers from more than one programme

4a. There is a single registry which serves all programmes and records how many people are in households receiving transfers. In this case, the database can supply information on the total number of people in households receiving one or more transfers at a given reporting point. This number is reported in the return.

4b. There is no single registry i.e. programme-specific MIS can supply information (ranging from basic to sophisticated) about the recipients of each transfer programme separately, but not in relation to each other. In this situation, the country office will need to estimate the degree of overlap (that is, the number of people in households receiving two or more types of transfer). This is complicated because the average size of households receiving 2+ types of transfers may be different from the average size of household for those receiving just one type of transfer: as a starting point, it might be assumed that these households receiving 2+ transfers are bigger.

In the short term, it will be necessary to use (and possibly to collect) survey data in order to estimate the number and size of households receiving two or more transfers. The sampling frame for this survey will probably be quite complex (and would almost certainly be seeking to answer other questions than simply which households received two or more transfers): consult a statistician for expert advice. If done well, such a survey will tell you what percentage of households receive transfer A only; what percentage receive transfer B only; and what percentage receive both transfer A and transfer B. *See Worked Example 3 for guidance.*

Worked example 3

DFID supports a child grant programme which reaches 25,000 households. It also supports a social pension programme which reaches 15,000 households. (Both these figures come from the respective programmes MIS.)

A survey reveals that 10% of households receiving the child grant also receive the pension. The survey also provides average household sizes for (i) households receiving just the child grant (ii) households receiving just the pension and (iii) households receiving both.

row			number of hh	average household size (from survey)	recipients
1	hhs receiving child grant (from MIS)		25,000		
2	*of which:*	10% of hhs receive the child grant *and* the pension (from survey)	2,500	5.9	14,750
3		hhs receiving child transfer only (row 1 minus row 2)	22,500	5.1	114,750
4	hhs receiving pension (from MIS)		15,000		
5	*of which*	hhs receiving both the pension and the child grant (= row 2)	2,500		
6		hhs receiving pension only (= row 4 minus row 5)	12,500	3.2	40,000
total					154,750

If DFID is supporting two or more programmes in the same country, serious consideration should be give to integrating their management information systems. In other words, the medium- to long-term solution to a lack of a single registry is to support the development of one as soon as possible.

When it is counted

DFID's Finance and Corporate Performance Division (FCPD) is developing a database from which they can draw aggregate corporate results twice a year. Country offices will thus be asked to update this information at two points in the year - roughly March and September. Since different types of cash transfer differ in the degree to which they fluctuate in coverage over the course of a year, they will require somewhat different treatment.

- **For those payments – such as child, pension or disability payments - that are regular (e.g. monthly or quarterly), country offices should report for set points in the year.** For convenience, we propose that for the March corporate reporting figures, country offices report the numbers of those receiving the transfer in December (for monthly payments) or in the last payment round before December (for quarterly payments); and for the September reporting round, country offices collate and submit coverage numbers for those receiving the transfer in June (or immediately before June for transfers made on a quarterly basis). If all country offices report coverage at these two points in the year, this will hopefully allow collation of figures in time for reporting of DFID-wide coverage in March and September.
- **For payments which are strongly seasonal, and where this peak season may fall in different calendar months in different countries (as is the case**

with public works programmes), country offices should report the *highest monthly numbers of beneficiaries over the preceding six months*. So, for DFID corporate reporting in March, country offices should report the peak monthly coverage over the period July to December; for the September corporate reporting round, they should report the highest monthly figure for the period January to June. By way of illustration: if the number of those participating in public works between July and December peaked in September, this would be the figure reported for inclusion in the June reporting round. Similarly, if the number participating in the programme between January and June peaked in February, this coverage figure would be what is reported for inclusion in the September corporate report.

Annual coverage figures cannot be aggregated over successive years

Coverage figures should not be aggregated to provide a figure for total numbers of beneficiaries reached over a period of years. This is because a large proportion of those reached in year three will also have been reached in years one and two. Aggregating multi-year totals would thus dramatically over-count the number of recipients. (With good MIS in place in all programmes, it should be possible to follow unique cases, track those coming onto or 'graduating' from the programme, and so calculate multi-year totals: but this will require a sophisticated MIS and / or considerable analytical effort.)

Rationale

Over the last 15 years, there has been a dramatic expansion of cash transfer programmes in the developing world. These include social (that is, non-contributory) old age pensions; child grants; public works programmes that provide a (low) daily wage for employment building or improving local infrastructure; and other grants. Good monitoring and evaluation, including experimental or quasi-experimental impact evaluation, has proven that well-designed cash transfers can have significant impact on a number of development outcomes including the depth and incidence of poverty, use of basic services (school enrolment, immunisation rates), food intake and nutrition outcomes (improved child heights, reduced stunting and wasting), and local economic development. A recent DFID literature review summarises the evidence on different types of impact and design choices and provides links to other sources.

Cash transfers thus have potential to contribute to DFID priorities including reaching the very poorest, improving nutrition and human development outcomes, and increasing opportunities for girls and women.

Country office role

Reliable and timely reporting of coverage

Country offices will need to ensure that DFID-supported cash transfer programmes generate reliable coverage figures on a timely basis every year. This will involve agreeing with those running the programme that coverage figures are supplied by the MIS for DFID reporting, within an acceptable time period. Country offices should provide quality assurance by ensuring that schemes include outreach and accountability mechanisms, and conduct periodic spot checks and audits to confirm the reliability of the MIS figures.

Where DFID is providing budget support and relying on Government reports for data on the numbers supported by cash transfer schemes, the country office should satisfy itself that the data is realistic and the source robust.

Country offices should provide data on (i) total coverage for all cash transfer programmes supported by DFID; and (ii) for programmes in which DFID funding is combined with funding from other sources (government or other donors), DFID's share of spend (see 'Data included' below).

Data source

Data on number of transfers made

Numbers of transfers and, from this, assumed beneficiaries (individuals in households receiving the transfer) will be recorded through administrative systems associated with the implementation of the programme (i.e. the programme Management Information System or **MIS**). The programme should generate regular (monthly, quarterly, annual) reports using MIS data.

The reliability of MIS figures should be strengthened by implementation of outreach / public information strategies (so that intended beneficiaries know that they are entitled to a grant) and grievance and redress procedures (so those who do not receive their grant can raise the problem); and by periodic audits and spot checks.

When cash transfer programmes operate at large scale, country office staff should explore the possibility of including a question about receipt of these transfers in any major national sample surveys (see below). This will require conversations with also discuss with the Ministry or Ministries involved in programme implementation and monitoring and with the national Central Statistical Office (CSO). While each of these surveys typically is conducted only every three to five years, they will provide a further periodic cross-check on the coverage data supplied by the MIS; and, by cross-referencing against other household information collected by these surveys (level and sources of income, food and total consumption, household assets, and so on), will also allow monitoring and evaluation of other aspects of programme performance (e.g. beneficiary incidence analysis to assess targeting).

Data on (i) average household size and (ii) average number of intended beneficiaries (e.g. children or elderly) per household

To obtain an estimate of beneficiaries, it is necessary to know the number of people in households receiving a transfer. This should normally be available from the programme.

In some cases, however, the programme records only the number of households receiving transfers. When a household may receive two grants under the same programme (e.g. a household with two eligible children receives two child grants), it is possible that the programme reports only the number of transfers.

In the first case (one transfer per household), it will be necessary to obtain an estimate of the average number of people in transfer-recipient households; in the latter case (where some households receive two or more transfers, so the number of transfers cannot be taken as the number of households), it will be necessary to obtain an estimate of both the average household size *and* the average number of grants per recipient household in order to estimate the number of beneficiaries (see 2c above).

Ideally, the **programme MIS** will collect data on the number of people in recipient households. If it does not, and records only the number of recipient households or the number of individual transfers, then country offices can use a **household survey**

or census to obtain estimates of household size and, if relevant, the average number of eligible individuals per recipient household (for transfers made on a per capita rather than household flat-rate basis).

- It may make sense to conduct a **sample survey of transfer recipient households**. Such a survey would obviously be useful for gathering a variety of data on the characteristics of recipient households (not just household size), and may already be scheduled at baseline and regular intervals thereafter as part of programme monitoring and evaluation.
- If for any reason it is not possible to collect programme-specific survey data which would yield an estimate of household size, it might be possible to obtain an estimate of the average number of people per household from an existing or planned **national, general purpose representative household survey** such as a Demographic and Health Survey (DHS), Living Standards Measurement Survey (LSMS) or Multi-Indicator Cluster Survey (MICS). The national statistical office and / or UNFPA country office may be the best source for this figure. The figure used should be derived from that part of the population that most closely approximates the characteristics of the recipient population. So, if transfers go only to rural households, the average household size for rural households should be used (this may be larger or smaller than the average for urban households, and thus from the national average). If transfers go only to poor rural households in a particular province or region of the country, staff should seek to obtain a survey-based estimate for the size of rural households in the first and second quintiles of these provinces – if possible.

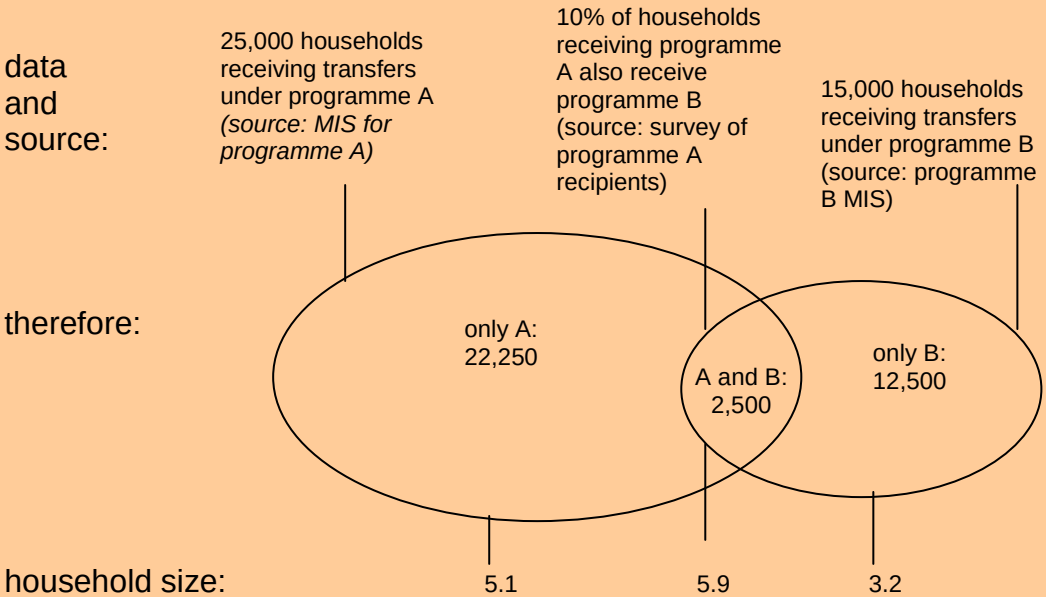
If there are two or more transfer programmes, especially if they operate in overlapping areas (raising the possibility that some households receive transfers from more than one programme), it is desirable that there is a **single registry** which allows users to match transfers to households. This should supply data on the total number of people in households which receive one or more transfers. Alternatively, if the country maintains a national individual identity number system (linked to vital registration of births and deaths), and both transfer programmes record the identification numbers of recipients, it may be possible to **merge programme recipient databases** to obtain a unified list.

If there are two programmes with the potential for overlap (i.e. the potential for double-counting of households which receive transfers from both programmes), *but* no single registry or other means by which to match recipient lists, staff will need to obtain a population-based (**census or household survey**) estimate of overlap.

- It is possible but unlikely that this will be available from an existing, general-purpose national survey or census (unless the transfer programme has widespread coverage, it is unlikely that the survey form will include questions about it). If DFID and the Ministry implementing the transfer programme agree, it may be worth lobbying the CSO for inclusion in the survey form questions asking if households receive transfers. Once again, however, unless the transfer programme is very large, it is unlikely that normal sampling methods designed to yield statistically-valid estimates at a high level (e.g. national, rural and urban) will find enough transfer-recipient households to yield statistically-valid estimates of the characteristics of these households (whether of household size or any other characteristic). If the transfer programme operates only in defined areas, one option may be to argue for – and possibly provide funds for – oversampling and an extra questionnaire module on transfers in these Districts or Provinces.

- If (as is likely) existing national surveys do not collect the necessary information (because the survey does not ask households about transfers that they receive), the programme will need to conduct a tailored survey to estimate the degree of overlap. To do this, the list of recipient households for one programme should be used as a sample frame. Programme staff should come up with their best estimate of the percentage of households receiving this transfer which also receive other transfers: this figure gets fed into the choice of sample size that is needed to obtain statistically robust estimates. From the survey, it will be possible to estimate what percentage of recipients of programme A also receiving transfers under programme B. This percentage is multiplied by the total number of transfers under programme A (taken from the MIS) to provide an estimate for the number of households receiving both transfers. This number is then subtracted from the total number of households receiving transfers from programme B (derived from that programme's MIS) to obtain an estimate of the number of households that *only* receive transfers from programme B. *See Worked Example 3 above and illustration of this example below.*

Combining MIS and survey data to correct for programme overlap



Total recipients = (22,250 x 5.1) + (2,500 x 5.9) + (12,500 x 3.2)
= 154,750

Reporting organisation

The MIS will typically be run by the **Government ministry or department** responsible for implementing the programme. If different transfer programmes are run by different Ministries, the single registry may sit with one Ministry, or may be the responsibility of a separate administrative unit. How information is collected and flows up from lower administrative units to the capital, and the lags involved, will depend on the scale of the scheme, the level of decentralisation in the national administrative structure, capacity, and technology choices. In very poor or post-conflict situations, the scheme may be implemented not by government but by a

consultancy firm or a **non-Governmental Organisation** (**NGO)**, in which case they will be responsible for administering the MIS and reporting coverage figures.

Audit functions may be performed by a different organisation to ensure independence.

Nationally-representative survey data is usually collected by the country's **Central Statistical Organisation (CSO)**. Especially in Low Income Countries, the CSO will often receive extensive technical and / or financial assistance from **donors** (typically the World Bank, Asian Development Bank (AsDB) or UNDP: bilaterals such as DFID or Sida may also be involved) in planning and implementing these surveys.

Tailored, programme-specific surveys (which will collect a variety of information important for programme design, monitoring and evaluation) will generally be managed by the government, donor, or NGO running the programme: but generally will be designed, implemented and analysed by another organisation with the right skills and experience. This may be a **research institute, think tank**, **university**, or a **consultancy firm**; these may be national, international, or a combination of both.

Data included

Detailed information on data coverage is provided under 'Technical definition' at the start of this note.

When DFID's **bilateral** contribution (direct or through a multilateral or other bilateral) is a share of total programme costs, the country office should report total programme coverage as well as DFID-supported coverage (calculated as a percentage of total programme coverage proportionate to DFID's share of total programme costs, for the financial year in which the reporting period falls).

When DFID is providing **general budget support**, the country office should report total coverage and note what proportion of the government's total expenditure (domestic revenue, borrowing and total on-budget official development assistance (ODA)) is accounted for by DFID budget support.

When DFID supports cash transfers through **sector budget support (SBS)**, the country office should note DFID SBS as a percentage of total government spending in that sector (i.e. including all on-budget sector ODA).

Data calculation

The methodology for calculating coverage (total individuals in households receiving a transfer) is outlined above under **Technical definition / methodological summary.** This also describes how to estimate total coverage when DFID is supporting two or more cash transfer programmes with overlap between the programmes.

The section '**When it is counted'** above describes the periods for which coverage should be reported, at two points in the year (March and September).

When DFID's financial contribution is a share of programme costs, DFID-supported coverage figures should be calculated as a share of the total coverage that is proportionate to the financial share in total programme costs. Similarly, when DFID is providing budget support, DFID contribution to total pension coverage should be calculated as a proportion of the government's total annual expenditure (financed from domestic revenue, borrowing and total budget support).

Worked example

Worked example: hypothetical return for DFID-supported cash transfer coverage, September 2012

country	Programme	month	Total programme beneficiaries (people in households receiving transfers)	DFID share of costs (programme) or total / sector Govt. spending (budget support)	DFID-supported coverage
A	Public works programme	August (highest monthly coverage in last 6 months)	590,000 (peak monthly coverage in last 6 months was 100,000 households; on average 5.9 people in each household)	85%	**501,500**
B	pension	June	66,250 (15,000 transfers; average 1.2 pensioners per households therefore 12,500 hh; average 5.3 people per hh)	100%	**66,250**
C	Child grant (only)	June	114,750 (total hh receiving child grant – 25,000, from MIS – minus those hh receiving child and pension – 10%, from survey; multiplied by average hh size of 5.1)	50%	**57,375**
	Pension (only)	June	40,000 (total hh receiving pension – 15,000, from MIS – minus those hh receiving child and pension – 10% of child grant recipient hh, from survey; multiplied by average hh size – 3.2)	100%	**40,000**
	Child grant *and* pension	June	14,750 (survey shows 10% of hh receiving child grant also receive pension; MIS shows 25,000 hh receive the child grant; multiply by average hh size of 5.9)	100%	**14,750**
	TOTAL COUNTRY C				**112,125**
D	Disability grant		31,650 (total people in households receiving the pension, from MIS)	100%	**31,650**
E	Child grant		115,000 (35,000 grants; average 1.4 eligible children in a hh with at least 1 eligible child; multiply by average hh size of 4.6)	100%	115,000
	multi-donor co-financed public works programme	May (highest monthly coverage in last 6 months)	1,762,930 (from MIS, which records number of people in recipient hh, and only one claim per hh)	30%	528,879
	TOTAL COUNTRY E				**643,879**

Most recent baseline

Not currently available.

Good performance

At a fundamental level, an **increase** in DFID-supported cash transfer beneficiaries would indicate DFID success in extending transfers to households to help them escape and stay out of poverty. Further data and analysis would be required to (i) establish that these transfers are reaching the poor and vulnerable (beneficiary incidence analysis); and (ii) measure outcomes / impact, and establish that this could be attributed to the transfers (impact assessment e.g. using randomised control trials).

At some point in the future, it might be hoped that a **decrease** in DFID-supported coverage indicated that inclusive economic growth was resulting in fewer households in poverty and in need of transfers. In practice, however, declining total coverage is unlikely: governments' expectations of the rate at which households might 'graduate' from poverty and transfer eligibility have been unrealistic and experience suggests that cash transfer programmes are expanded (and become more sophisticated and effective) as countries move from low to middle income status. (Mexico and Brazil now reach between a quarter and a third of their populations with conditional cash transfer programmes which are seen as highly effective, including in getting poor children into health programmes and schools). And for transfer programmes that are designed to provide rapid response to protect households from a crisis-induced upswing in poverty and vulnerability (e.g. some public works programmes), both a secular decline in coverage during good years *and* a dramatic increase in coverage following a crisis would, in different ways, be indicators of success.

Finally, a decrease in cash transfers provided by DFID might be a sign of progress if total coverage remained adequate (static or rising) but increasingly financed by national government in the partner country rather than a donor such as DFID. In this case, it would obviously be wrong to interpret declining DFID-attributable coverage as failure. When DFID-attributable counts are going down but total beneficiary counts are expanded, this should be noted in the return.

Return format

The number of people benefitting from DFID-supported cash transfer programmes per year, disaggregated by sex wherever possible.

In addition, each programme should record:

- Total programme beneficiaries (highest value – e.g. highest monthly value - in the reporting period)
- DFID funding as a percentage of total programme cost

Where possible, and with caveats on interpretation, beneficiary numbers should be disaggregated by sex. (See below for guidance on when this is and isn't possible.)

Country offices should also include notes on any additional information they think necessary to provide context for the interpretation of the figures.

Over time, country offices should seek to develop more sophisticated beneficiary incidence and impact analysis. This may involve engaging with the national statistical office and those donors (World Bank, UNICEF, UNFPA, etc) who support household surveys; and / or check with the World Bank Social Protection Atlas which is still in development but should over time provide a repository of survey-based data on transfer coverage and how it relates to household characteristics (poverty status,

wealth quintile, geographic or urban-rural location, etc). Such analysis is not feasible or required for the routine twice-yearly reporting, but should be included when new information makes an update possible in the next return.

Data disaggregation

Spatial disaggregation

While it will probably not be needed for Operational Planning purposes, MIS data can potentially supply data disaggregated down to the lowest administrative level at which the programme is administered and for which coverage data is recorded. In principle, many MIS systems will aggregate at each level of reporting, which can make it time-consuming to obtain this level of disaggregated data from the capital (or UK).

If every reporting administrative unit is coded as either rural or urban, it should be possible to estimate coverage totals for these different environments. In some cases, particularly during rapid urbanisation, administrative classifications may become outdated, and a proportion of those reported as rural may in fact be urban. Some schemes are also explicitly designed as either rural or urban. A rural-urban breakdown would be useful for country level, but would not be required for headline reporting.

Disaggregation by sex

When possible (e.g. for child grants, pensions or public works wages), the sex of *recipients* should be recorded and aggregated at country level.

For programmes in which transfers are provided to households not individuals, it may not be possible to disaggregate by sex. It might still be desirable to record (if possible) the male-female balance of beneficiaries (i.e. all those in households receiving transfers), if this is available from the MIS data on the household composition of transfer-recipient households. (Some programmes may however record only the number of people in a recipient household, and not their breakdown by sex.)

Many transfers (especially child grants) are paid to the adult woman in the household as a matter of general principle (based on an argument – and some evidence – that this provides the woman with somewhat greater say in how household money is used, and that this results in more productive spending patterns). If this is the case, it is worth noting this operational principle in the return; but the fact that the woman is designated to receive a transfer on behalf of the children or the household in general should not lead to a report that 90% plus of beneficiaries are female. The assumption that named recipient is the sole or primary beneficiary cannot be justified (and in the case of child grants may not even be what is intended).

In all cases, **sex disaggregation should be provided and used with caution**. Experience shows that households should be regarded as, to a significant degree, black boxes, given that cash transferred for one individual may then be used for collective household needs or transferred within the household to meet the needs of another individual. A well known example is that of pensioners in southern Africa, who spend much of their pension on schooling-related costs for their grandchildren. The reason for collecting data on the sex of the (nominal) recipient is simply to monitor *access* and check that there are not barriers (perhaps social norms relating to gender roles or perceptions of shame) that prevent some categories of individuals from claiming transfers to which they are entitled. The reason for monitoring the sex of nominal recipients is thus simply to ensure that families are claiming for girl as well as boy children, that women as well as men are able to participate in public works

programmes, and that elderly women as well as elderly men are able to claim pensions. DFID should be very careful about claiming that these figures represent actual patterns of benefit.

Data availability

Coverage data should be reported for each period in which the grant is given out. Some schemes provide a monthly transfer, and so will report on this basis; some schemes provide fewer, larger payments (e.g. quarterly). The Management Information System (MIS) should generate reports for programme management and accountability: these report outputs may be generated at intervals less frequent than the payment period (e.g. when quarterly reports present data on the last three months of programme coverage).

Time period / lag

When paper reports had to be passed up through various administrative levels of MIS systems, lags could be long. With reasonable institutional capacity, information and communication technologies (ICTs) (reporting by email or entry onto an online MIS database) and good reporting discipline, it should now be possible to collate figures at the capital within less than a month.

Data (e.g. average household size) from national surveys can take considerably longer (at best a few months, quite often nine months).

Quality assurance measures

Quality assurance measures include spot checks of figures and internal and external audits.

Data issues

In Low Income Countries, many government paper-based MIS have traditionally been poor quality, with missing or mis-entered data and long lags in collating data. Investing in capacity building and ICT systems (e.g. databases where figures can be entered online and there are checks built in to pick up erroneous values) can significantly improve data completeness and quality. When the programme only generates routine formal reports on a quarterly basis and this doesn't coincide with the timing of DFID reporting needs, it may be necessary for DFID country offices to agree with the programme to provide December coverage figures directly.

Additional comments

Country Office/Spending department variation

Bangladesh - cumulative