

Community Based Monitoring System (CBMS) Network

Title of the Project

“CBMS Strengthening and social protection to the informal sector: case of the communes of Diébougou (province of Bougouriba), Koper (province of Ioba) and To (province of Sissili).”

Duration of the Project Phase: 11/30/2013-11/30/2015

I. PROJECT OVERVIEW

1. Title of the Project

CBMS Strengthening and social protection to the informal sector: case of the communes of Diébougou (province of Bougouriba), Koper (province of Ioba) and To (province of Sissili).

2. Project Proponent

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- g. Brief Profile of the Proponent Institution

CEDRES is a research center created by the decree number 75646416/PRES/EN/MF on October 20, 1975. It has 30 years of experience in crafting, managing and implementing projects and studies in various domains relevant to its expertise (poverty, environment, microfinance, monitoring-evaluation, impact analysis).

For 20 years now, CEDRES is one of the most important and faithful partners of Centre de Recherche pour le Développement International (CRDI).

In 2011, CEDRES figures in the list of the TOP 25 think tanks in the Sub-Saharan region of Africa and ranked 1st among the research centers in the French-speaking region of Africa.

3. Abstract of the Proposed Project

Several elements call for the strengthening of the CBMS in the communes of Diébougou and Koper where it has conducted studies since its establishment and expansion in another rural commune (To). The extent of poverty in Burkina calls for a system that allows monitoring-evaluation of the evolution of poverty not

only by the political and government authorities but also by the local and village communities. Moreover, CBMS ensures monitoring-evaluation of the impact of the social protection actions put in place to reduce poverty through an active communal tool. The methodological procedure of the CBMS also brings a localized response to the issue of monitoring-evaluating the evolution of poverty. In this regard, CBMS defines itself as an approach that allows evaluation of the impact of the social protection projects and programs targeting women and children in the communes under study. Aside from its focus on the community, CBMS also offers an opportunity to strengthen the process of decentralization of Burkina Faso by aiming to equip the country's regions with a reliable tool for planning, managing and monitoring local development projects focused on reducing poverty.

II. PROJECT ADMINISTRATIVE INFORMATION

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III. BACKGROUND

Implemented in Burkina Faso since 1997, the previous successive phases of CBMS led to the production of reliable, comprehensive and qualitative poverty data involving the participation and empowerment of village communities.

Administrative and technical services of the three communes where CBMS have been implemented are pleased with data it has provided and information at their disposal. They felt that CBMS is an operational tool for local poverty monitoring and targeting their development priority needs.

As regarding the relevance of CBMS data and their use, the mayor of Koper said that they will serve to revisit the commune development plan and to renegotiate its financial allocation with the Ministry of Territorial Administration and Security. This allocation has been based on the size of the population of the commune which has been underestimated by the National Institute of Statistics and Demography (INSD). Indeed, data from the INSD indicate a population of 16 305 inhabitants in the commune of Koper in 2006, omitting two (2) villages, while CBMS survey (2011) has identified 24,383 inhabitants. Since the next general census of the population should be conducted in 2016, this big gap constitutes a major element of negotiation and a priority of the commune.

In Diébougou, the program of safe water supply, considered as a priority in the commune has been improved due to CBMS data. They were used to establish a convincing plea to donors allowing greater accessibility of drinking water to the population of the commune. CBMS data have therefore brought another perception of poverty, more concrete, highlighting the real social deficits within the population.

(See the testimony of mayors and AIDAS representative at the National restitution)Temoignages Communes.doc .

The challenges CBMS team has faced were among others the following:

- The budget has proved to be insufficient to cover all the planned activities;
- In the communes where CBMS has been implemented since 2002, people show some tiredness due to lack of concrete projects accompanying the results of CBMS surveys.
- The advocacy and research synergy with organizations or institutions potential users of CBMS research data was not sufficiently supported and therefore remains a goal to be pursued for this phase which is in line with national social protection policy.

Arrangements to cope with new challenges:

- Budget concerns :
 - o The communes have been explicitly requested to provide substantial financial contribution to the implementation of the project. They agree to do so; however, no amount of contribution has been set yet. UNICEF is strongly committed to provide up to \$ 20,000.00 in addition to CBMS funding;
 - o UNICEF is deeply committed to the tune of \$ 20,000 to supplement the financing CBMS;
- Due to failure of CBMS to finance development projects expressed by the populations in Yako, we had to postpone present project in this commune. Nevertheless, CBMS team continues to support NGO AIDAS operating in the province of Yako in terms of capacity building according CBMS methodology. The project is funded by the European Union.
- In terms of advocacy, as we have already mentioned, we plan to strengthen the contact with the Ministry of decentralization as well as with Burkina Faso Municipalities Association (AMBF).

In Burkina Faso indeed, several social protection initiatives have been created to help underprivileged members of the society have an increased access to basic social services and jobs and to minimize the impact of external shocks. These programs are based on the strategies that are more or less innovative and largely include money transfer, in kind donations, provision of subsidies and tax-exemptions, and labor-intensive jobs.

The review of the social programs shows that many programs have been put in place to help the poorest and the most vulnerable social classes. However, it is necessary to point out that most of these actions do not last long due to lack of financing. Moreover, most of the programs do not have specific strategy to identify and target eligible households and/or individuals, which results to erroneous inclusions and exclusions of individuals.

The primary challenge identified in the issue of social protection relates, among others, to the establishment of targeting methods for social programs. Majority of the programs do not have clear and coherent strategy to identify beneficiaries, which cast the efficiency of the social programs in doubt.

In the search of adequate solutions to reduce poverty, it is a recognized fact that, no matter how potentially effective a development policy is, results are closely connected to the involvement of the beneficiaries, which include not only the targeted populace but also the decision-makers and the nation's movers. The strategy of CBMS could effectively bring its contributions to the national strategies in poverty reduction and could create a local response to its monitoring-evaluation procedure. In order to do this, the tool, having been proven effective during the experimental phase, needs to be sufficiently mastered by the population

and to be well inculcated in the local and decentralized administrative structures: such is the objective identified by the team of CBMS in this project.

IV. OBJECTIVES

4.1 General Objectives

To contribute to the efficiency of the social programs geared towards social protection **to the informal sector** and poverty reduction in Burkina Faso.

4.2 Specific Objectives

- In the communes of Diébougou and Koper:
 - to strengthen the operational capacity of CBMS;
 - to strengthen the capacities of Comités Villageois de Développement (CVD) of villages and sectors of Diébougou and Koper in producing reliable data in compliance with the CBMS methods, allowing the identification of the different aspects of poverty in their respective localities;
 - **To observe patterns and changes in the wellbeing of households in these communes**

- In the rural commune of To:
 - to convince local authorities of the relevance of CBMS as a management tool for their community and to adopt it for the establishment of communal development plan and monitoring and evaluation of projects and programs;
 - to equip the CVDs of appropriate abilities to produce reliable data and to process subtle indicators, in compliance with the CBMS method;
 - to ensure the adoption of the CBMS by the population of the commune of To.

- In all three (3) communes:
 - To strengthen CBMS in Diébougou and Koper and implement in To;
 - to provide CBMS data on the different aspects of poverty in the communes of Diébougou, Koper and To;
 - to establish the CBMS poverty profile and maps in Diébougou, Koper and To;
 - to produce relevant and reliable data that allow political and government authorities at both local and regional levels to take appropriate measures for a better targeting of beneficiaries of social programs within the framework of social protection particularly for pregnant women and young children (0-5).
 - To prepare a production of paper on the analysis of CBMS data in relation to providing social protection to the informal sector

V. FRAMEWORK OF ANALYSIS

The theme of the project is consistent with the concerns expressed by the government through the Accelerated Growth Strategy for Sustainable Development (SCADD) in axis 2 "strengthening human capital and promoting social protection."

According to ILO the informal sector is defined as: "small scale self-employed activities. Moreover, the activities are usually conducted without proper recognition from authorities

and escape the attention of the administrative machinery responsible for enforcing laws and regulation.”

According to Meine Pieter Van Dijk in "Burkina Faso: the informal sector of Ouagadougou, Edition the harmattan 1986 ", three (3) criteria can be selected for an operational definition of the informal sector:

1. The company has no legal status (for example, either corporation or company with limited responsibility (SARL));
2. Staff do not regularly touches the minimum wage set by law.
3. Staff is not included in the National Social Security Fund (NSSF).

Thus, the informal sector is generally in urban areas. In rural areas, the informal sector works differently. It can be defined as all non-agricultural activities outside the formal sector. There is much more linked to the agricultural sector and a lot of activities are complementary in the sense that agricultural products are processed or sold or that the producer manufactured or repaired tools for agriculture and is dedicated to these activities outside the agricultural season. In recent years, we are also witnessing the birth of the artisanal gold panning in the gold sites.

As regarding social protection (SP), the concept of Social Protection Base (SPS) was created in the early 2000s. It is based on the common principles of social justice and is rooted in the Universal Declaration of Human Rights 1948 (UDHR), the International Covenant on Economic, Social and Cultural Rights 1966 (ICESCR), the Conventions International Labour Organization (ILO) on the social security, the Convention on the Rights of the Child and other instruments relating to human rights. (See <http://socialsecurityextension.org> / Gimi / gess).

In the government's document entitled "National Policy of Social Protection (PNPS) 2013-2023 -September 2012 ", It is accepted that social protection can be defined as a set of public interventions that help the households and individuals to better manage risks and to reduce their vulnerability and poverty in ensuring them a better access to social services and employment. The PS is an investment supporting the development of human capital and economic growth and not a form of assistance or relief. If the poor are not able to participate in the economy and thus to the creation of economic growth, the impact of the economic crisis, as well as environmental crises and food, would be greatly magnified.

The social protection (SP) has four instruments: the social safety nets, social insurance, social regulation as well as the services of social aid. Although considered as instruments in their own right, the last two instruments come in support to social safety nets and social insurance.

Social safety nets are non-contributory programs direct transfers, regular and predictable, targeted at the poor and individuals vulnerable to poverty and shocks and are designed to directly increase their consumption or access to basic social services. They have both a redistributive role and transfer.

In Burkina Faso, several program initiatives of social safety nets have been implemented to improve access to basic social services and employment for disadvantaged social groups and to reduce the effects of shocks. These programs are based on more or less innovative strategies and are focused on in-kind transfers, subsidies and exemptions.

- **In-kind transfers**

They are basically food transfers and distributions of school kits (manual and minimum binder). Food transfers are the main form of social safety net programs in Burkina Faso. These transfers represented 87% of total spending for social safety nets in 2005-2009 and involved more than 80% of beneficiaries in 2009 (excluding fuel subsidies). Four types of food transfers are currently being implemented in Burkina Faso: i) food sales at subsidized prices; ii) targeted distribution of free food; iii) nutritional programs, and iv) school feeding programs and distribution of school kits.

1.Targeted sales of food at subsidized prices

The support of food security of the Ministry of Agriculture and Water Resources (MAH) program is run by the National Society of Inventory Management for food security (SONAGESS). This program, initiated during the past crises, involved a sale of foodstuffs at subsidized prices in order to enable people to meet their food needs at an acceptable cost. Due to a weak monitoring and evaluation system of food sales at subsidized prices, information on the number, profile and the level of real poverty of beneficiaries is missing. It is therefore impossible to say that those who primarily benefited from this operation are the poorest. In order to make this program more effective, there is a need to improve the targeting system and to set up a system of monitoring and evaluation that will properly assess its impact on the population.

2.Targeted distribution of free food

The free food distribution is done particularly through the National Council for emergency relief and rehabilitation (CONASUR) coordinating structure to prevent and to manage disasters and humanitarian crises; With 70% of expenditure in 2009 transfers, food transfers have been the best instrument of intervention in the country. This approach was certainly justified in situations where markets did not work properly and food not available (droughts, floods and other emergencies), but it cannot be considered nowadays as the most appropriated instrument of intervention in the search to establish a sustainable social protection.

3. Nutrition programs

The situation of malnutrition remains a major challenge for Burkina Faso. In fact, about one child out of 10 (1/10) under 5 years is suffering of acute malnutrition, especially children 24 to 59 months, but one of three suffers from chronic malnutrition (SMART Survey, 2010). With the support of its partners, mainly UNICEF, the World Bank, WFP, ECHO and NGOs, the Government has made substantial efforts to expand interventions for nutritional support for children under 5 years and pregnant and lactating women, moderately or severely malnourished.

However, the coverage of existing programs is inadequate. Adequate coverage of screening and monitoring severe acute malnutrition is therefore a major challenge to achieve the MDGs related to nutrition. Despite considerable efforts, the nutritional situation remains difficult.

More than one out of three (1/3) children are suffering from stunted with huge geographical disparities.

4. School canteens and distribution of school kits.

School canteens are a major social safety net programs currently underway in Burkina Faso. These programs operate through the provision of food to primary schools and early childhood education. The contribution of school meals to the quality of teaching is recognized by students, parents and teachers. Programs of free distribution of textbooks and supplies have been implemented in primary schools in order to achieve and maintain a ratio of one (1) book per pupil in basic subjects (reading, calculation and observation). So, about eight millions of textbooks have been distributed in the past three years.

- **Grants and exemptions**

1. Universal subsidies of food and petroleum product

Deterioration of the economic and social environment, due to international economic, food and financial crisis has led to soaring prices of essential commodities. In addition to the release of markets surveillance, this situation has affected the consumption capacity of the population and the living conditions of households, especially the most vulnerable. Therefore, in order to mitigate the negative effects of high cost of food and petroleum product, the Government has consented subsidies on the prices of a number of commodities (rice, oil, sugar, milk, milk-based preparation, preparation for infant use, soaps, salt and pasta) and hydrocarbons.

2. Exemptions and subsidies of health costs and education

According to the annual survey on households living conditions (2007), one of the reasons for the low rate of health facilities attendance was the high cost of the services. In fact, 52.1% of patients who have been interviewed raised the issue of financial access to health services. Facing this situation, the Government has made the strengthening of financial access to health care a priority in reducing the financial expenses supported by the population. Then progressive measures have been adopted in order to subsidize some services and healthcare. These measures can be divided into two (2) key components, including:

- Free measures for all the populations, which include:
 - support of leprosy;
 - treatment of tuberculosis, trypanosomiasis, Guinea worm and lymphatic filariasis;
 - anti-retroviral (ARV);
 - treatment of epidemic-prone diseases: Cerebro-spinal meningitis (CSM), measles, yellow fever and cholera.
- Free or subsidized measures for target groups (women and children) are:
 - free treatment of severe malaria for pregnant women and children under five (5) years in public health facilities;
 - free vaccination of children under one year and free supplementation with vitamin A for children under five (05) years;
 - free distribution of long-acting mosquito nets to all the populations, one net for 02 persons;

- free preventive care for pregnant women (antenatal care, immunization);
- distribution of subsidized contraceptives to women at childbearing age;
- Subsidies for deliveries and emergency obstetric and neonatal care (EmOC), ACT, contraceptives and promotional care (prenatal, postnatal consultation, children health care monitoring, etc..) and free care for indigent women.

However, it should be noted that the measures related to grant exemption and health care costs are facing major problems (targeting, communication, compensation, etc..). Subsidy policy EmONC, adopted in 2006, gave to indigent women the right to benefit from free obstetric care. However, it is clear that the eligibility criteria for these advantages are not determined, so that these women do not benefit enough.

In education, the focus of education law guarantees free education for all children from 6 to 16 years old. This disposition, even aiming at universal access to education, while focusing especially on poor and vulnerable households, has been implemented through measures of free tuition especially in public schools. They have had a positive impact on the education of children, particularly on girls and mainly in rural areas; This proves that the measure is a pro-poor policy.

Social insurance gathers contributory mandatory programs, non-profit, organized by the state, which allow households and individuals to protect themselves against deprivations of their abilities, not to borrow and smooth their spending over time. Social insurance assumes a redistributive and protective function covering the risks of unemployment, old age, disability, illness and death of the main breadwinner. (Cf. The coverage of private sector workers, self-employed professionals and those in the informal economy through Law No. 015-2006/AN of 11 May 2006 on social security scheme applicable to employed persons and assimilated in Burkina Faso).

The social welfare system in health domain constitutes a preoccupation of the State of Burkina Faso. A plan of implementation of a national system of health insurance in the Burkina Faso was adopted in the cabinet on August 04th, 2009. This project aims to integrate the entire population in one health insurance system while developing traditional insurance and micro insurance adapted to each professional category practices. So therefore, this plan will cover the whole national territory and benefit to the workers of the informal area of the villages of Diébougou, Koper and To. It also aims at combining different mechanisms of financing.

The review of social insurance programs in Burkina Faso shows the existence of formal mechanisms, but also informal mechanisms based on networks of family solidarity, or socio-professional village.

Indeed, there are traditional social protection mechanisms that occur through parental help, traditional and community solidarity. Parental guidance is characterized by solidarity organized at the family or village to provide assistance to seniors at family events. Social risks are still covered by a spontaneous assistance included in the customs and practices of traditional society. Thus, disabilities, sickness, old age, death, birth are supported not only by the family but also by the whole community; the degree of solidarity is based on the severity of the impact. Community solidarity is reflected in the community or village groups, which are defined as a set of institutions, groups, relationships, attitudes and values that govern the exchanges between people in the informal sector. Indeed, these groups of individuals are around a

common ideal: the search for socio-economic well-being of members. This community solidarity is through the tontine and contributions that allow a group of people with something in common (place of work, residence, village origin ...), to pool their resources to cope with future event or to cover any risk. The pooling of these resources is a potential that allows these people to have access to loans from local credit facilities such as Credit Unions, Savings and Credit Banks, etc.. This form of social protection operates outside of any legislation.

The non-formal system of social protection is very prominent in Burkina Faso. Its importance in the country denotes the limits of formal social protection system which concerns only a small proportion of the population. However, the traditional system is more limited compared to the size of the shocks and the growing inability of households to support each other. Moreover, some of these informal strategies are detrimental to the welfare of their members (removal of a child from school, selling livestock, or reduction of health care demand).

The conclusion emerging from the social insurance programs is that deficiencies are evident in terms of: (a) persons covered, (b) the benefits provided. 10% of the population have a formal system of social protection and benefits provided by Social Security is limited to family and maternity benefits, professional risks and pension insurance, disability and death. The risks of sickness, unemployment, loss of working tool for the self-employed and the informal economy are not covered although prioritized; (in PNPS op. Cité)

In addition, health benefits at work are for a minority of workers and do not take into account all sectors of economic activity including those in the informal and pastoral hydro-agro-forestry economy; the statutory social security, national social Security Fund (NSSF) and the autonomous pension fund officials (CARFO) are directly inspired by the Western systems, including the French social security. Therefore they are designed for the modern sectors of the economy and though are not in phase with the context in which the bulk of the economy is driven by farmers (70% of the workforce), and workers of the informal sector (90% of non-agricultural population). (in PNPS op. Cité)

The main question the research project aims to answer is:

Can Social Protection (SP) be extended to the informal sector in the communes of Diébougou, Koper and To?

Alternative questions:

- i) Which groups of the population (including women and children) could potentially benefit from Social Protection in the communes of Diébougou, Koper and To?
- ii) What safety nets or social protection do members of the informal sector use/ avail to face shocks or adjust with vulnerabilities?
- iii) Are people in the informal sector willing to contribute financially to the implementation of welfare facilities in the communes of Diébougou, Koper and To?

Hypothesis

The strong hypothesis is that social protection can validly be extended to the informal sector in the communes of Diébougou, Koper and To;

Alternatively: i) Groups operating in the informal sector in said communes, including women and children, are potential beneficiaries of SP;

ii) The solidarity in the family, in village or in socio-professional area used by members of the informal sector is limited given the magnitude of the shocks;

iii) People in the informal sector are willing to contribute financially to the implementation of welfare facilities in the communes of Diébougou, Koper and To.

VI. RESEARCH AND MOBILIZATION ACTIVITIES

a. Indicators

i. What are the sets of information to be collected?

This operation will act as a framework for monitoring multidimensional change in the aspects of poverty referred to the dimensions related to the social rights of individuals (especially of women and children) in terms of:

- Access to basic services
 - education
 - health
 - potable water;
- Access to food
- Access to shelter
 - housing
 - sanitation.

See attached provisional list of indicators

ii. What is the rationale for choosing the indicators?

The inquiry that will be made in the three (3) communes will provide a better identification and targeting of eventual beneficiaries of the social protection projects and programs.

b. Coverage

i. Where will the data collection be conducted?

The basis for the survey is composed of the list of the villages of the communes of Diébougou, Koper and To including, in every case, the entire sectors of the major area. The table illustrates the characteristics of these three (3) communes:

Communes covered	Population	Households (number)	Villages	Sectors
Ensemble	105, 868	17, 461	72	
Diébougou	37, 797	7, 294	23	7
Koper	20, 460	3, 017	22	-
To	47, 611*	7, 150	27	

* INSD, RGPH 2006

ii. What is the rationale for choosing the project site?

The sites chosen for the study come under the new administrative structure of Burkina Faso. The law number 055-2004/AN under the Code Général des Collectivités territoriales (CGCT) organizes the national territory in 13 regions and in 351 communes. This new organization has a total number of 302 rural communes and 49 urban communes.

Three communes act as sites for the analysis. These are the communes of Diébougou, Koper and To, which expressed interest in the CBMS procedure. Moreover, several studies, national-level inquiries and poverty and welfare databases have been created, but these quantitative data, though interesting, do not come down up to the village-level and they do not aim to train the people on the ground in their fight against poverty.

Diébougou and Koper currently make up the zones where CBMS is based since 2004 and 2007, respectively. Some surveys, already conducted in these localities with the active participation of the people on the ground (Analysis reports 2004 and 2007), allowed us to produce relevant and reliable data on the different aspects of poverty in the said localities (food security, health and hygiene, education, standard of living in terms of material wealth, and the social involvement of the people).

- **The commune of Diébougou**

It is located in the province of Bougouriba, which is one of the four (4) provinces in the Southwest region of Burkina Faso. This region is bordered by Ghana in the East and by Ivory Coast in the South.

The general survey conducted in 2007 by the team of CBMS in the commune of Diébougou involved the entire commune or twenty-three (23) rural villages and seven (7) sectors of the city of Diébougou.

Following the example of the other regions of Burkina Faso, agriculture and livestock are the main economic activities in the Southwest and produce large part of the revenues of the households. 95% of the population is involved in these two activities. Cotton, the main export product is grown and processed in this region by the Société des Fibres et Textiles (SOFITEX).

Livestock rearing is a traditional activity with local species of weak productivity.

In the municipality of Diébougou, previous investigations revealed that 19.5% of people derive their income from agriculture, 3% of the craft, 0,9% of transfers, and 57,3% of various combinations (agriculture + craft + gardening + others). This high proportion of various combinations translated the difficulty to capture the revenue people. In addition, populations of the common received little assistance from the government (0,6%) and charities (0,8%). By cons, they have been recognized massive honor their prescriptions (80,8%).

- **The rural commune of Koper**

A precise survey had been conducted in Koper in February of 2007 by the team of CBMS upon the request of an NGO (ASUDEEC).

The rural commune of Koper located in the province of IOBA is composed of twenty-one (22) administrative villages, with a population of 20,460 inhabitants (CBMS Survey of 2011); it is bordered:

- by the commune of Dissin and Ghana along the river Mouhoun in the South;
- by the urban commune of DANO in the West and the North.

A water reservoir provides fish and water for out-of-season crops.

As in many regions along the border, the rural commune of Koper suffers from migration of its people to neighboring Ghana and Ivory Coast especially in the dry season.

In the municipality of Koper, previous investigations revealed that 33.1% of people derive their income from agriculture, 21.1% of the craft, 2% of transfers, and 34.8% of various combinations (agriculture + craft + gardening + others). This high proportion of various combinations translated the difficulty to capture the revenue people. In addition, populations of the commune received little assistance from the government (29.3%) and charities (4%). By cons, they have been recognized massive honor their prescriptions (92.2%).

- **The rural commune of To**

Within the context of this study, the rural commune of To is considered as an expansion site of the CBMS. Located in the province of Sissili, it is composed of twenty-seven (27) administrative villages, with a population of 47, 611 inhabitants (INSD, RGPH 2006). The province of Sissili is bordered by Ghana. The commune of To experiences movement of people and goods with Ghana. Let us clarify that the economic activities of the commune are largely based on agriculture and livestock rearing.

iii. What is the coverage in terms of population and number of households?

The demographic field of the survey concerns around 105, 868 people (men, women and children) divided among around 17, 461 households, which are scattered in 72 villages and 7 sectors.

c. Collection materials

The three (3) main types of technical documents that served for previous data collection exercises will be used to gather data from the units; these are namely: the questionnaires (household and community), the surveyor's manual, and the other survey management documents.

Household questionnaire is the main tool for collecting specific data at both individual and household levels. The household questionnaire is the main tool for collecting specific data at both individual and household levels. A difference should be noted between the current household questionnaire and the former one: the investigations certainly focus on household living conditions; however, additional questions are dealing with social protection in informal sector. So, a rider questionnaire – a sub-module focusing on questions related to social protection to the informal sector – will be added.

The community questionnaire prioritises the information based on a range of themes; it is the tool used for collecting data at the local level in each area. The surveyor's manual is a document that contains the definitions and instructions for the correct and sound administration of the questionnaires. It is designed for the surveyor.

d. Data Collection

i. Who will collect the data?

Data enumerators come from the village and are chosen by the villagers themselves.

ii. What will be the procedure for the selection of data enumerators?

The number of the enumerators chosen by the villagers depends on the size of each locality and the profile should adhere to the following criteria:

- Between 18 and 40 years old and should be accepted by the village (where the candidate is from).
- He/She should have at least a fourth-level degree and should be fluent in the language of the locality (Mooré, Dagara, Lélé or Dioula depending on the case).
- He/She should be interested in the development of his/her village and should, above all, be available for the survey.

The final choice of enumerators is done at the end of the test conducted at the end of their training.

The content of the training is largely related to data collection techniques; the manuals for the training are the questionnaires and the book for data enumerators created for this purpose.

iii. How will the field operation be conducted?

The collection of data will be conducted through interviews in the individual households with information from the questionnaire (household questionnaire and a rider questionnaire on social protection in the informal sector): all households in each locality will be surveyed and the community survey guide will be administered by a group following the “focus group” group.

We have a unique information base of primary importance. The period for information collection on the ground is set for conduct during the non-planting dry season. Data collection will thus last for six (6) weeks.

Keeping the pyramidal structure of the organization will allow us to reach our objective to have quality data: the enumerators basically collect information on the ground. The supervision of the survey is done at the same time by the supervisors. A supervisor looks after the activities of the enumerators and randomly conducts counter-surveys. The central team also conducts occasional supervisory missions on the ground to conduct tests.

e. Data Processing

i. How will the data be processed?

Data collection operation is done through transfer of information gathered from the questionnaires on the ground by means of a computer.

All questionnaires are tabulated in Excel software and will then be gathered as SPSS files through Windows.

ii. Who will process the data?

The data collection task, which requires a certain knowledge in computer, is assigned to a group of university students who undergone training for this purpose; they will make a report at the conclusion of their work.

f. Data Validation

i. How will the Team ensure the quality of the data?

Once the collection of questionnaires is done, it is of primary importance to ensure the thoroughness and precision of the gathered data. This is made possible through simple test and coherence programs created for this purpose. Moreover, clarification programs are created. A list of observed and documented errors (collection errors and errors of other types) will allow us to correct and clean the files. This phase is important and very instructive for the CBMS team while, at the same time, it offers the opportunity to explore systematically the data gathered on the ground.

ii. Who will validate the data?

Data collection is conducted under the supervision of the CBMS team, which undertakes an initial validation technique: this task is practically conducted first by exploring all of the gathered data.

The coherence of the responses is then checked by running a program tasked to systematically verify the rules and other initially set specifications before finally validating the gathered data.

The final validation is done after the review process at different levels, and once the data are accepted by the people and by all the persons involved in their production and their utilization.

Before the official review and resulting validation, the CBMS team reviews, together with the enumerators and supervisors, the entire result of both manual and computer processing of data to ensure that the results tally, to understand the gaps and to correct the errors. After the harmonization process, the results are communicated to the administrative authorities of the commune and the representatives of the villages and of the urban sectors. The presentation of the results is followed by discussions, at the end of which the data are validated. The document is then revised, taking into account the amendments for the final version.

g. Database Management

i. Who will maintain the database?

The data are archived and kept in a database. Moreover, it is planned to put them on the site of CEDRES, which will allow everyone who wishes to produce his/her own indicators to access them easily.

ii. Who will be responsible for updating the database?

Updating the database is to be done whenever there are surveys by the team of CBMS or a study commissioned by the city hall or by an NGO in the locality.

iii. Who will have access to the database?

The resulting database, could be consulted by any person or organization wishing to have information at the local communal level. Also, students, teachers and researchers or members of NGO or development workers looking for information could have a free access to the data.

Indeed, aside from CEDRES, and above mentioned, people, policy makers and development planners at the province, commune and especially at the village levels should have access to the data for improved governance of the sites.

h. Data Analysis

i. How will the data be analyzed and used?

Computer processing will include creating tables showing the different aspect of poverty in each village and sector. These tables will be analyzed in order to underline the vulnerable situation of the people and, therefore, to allow us to better identify and target the eventual beneficiaries of the social protection programs and projects. Such a step will lead us a step closer to efficient policies crafted to help vulnerable groups most especially women and children.

VII. DISSEMINATION STRATEGY

1. Type and importance of dissemination activities

One of the long-term objectives of CBMS is its large-scale establishment in Burkina Faso in terms of its contribution to the system of monitoring and evaluation of the evolution of the poverty among the people while enabling national communities to have relevant information for the SCADD.

Moreover, the strategy of CBMS aiming to publicize the tool to as many development workers and concerned individuals as possible calls for the use of every available channel for a large-scale dissemination of its work capable of demonstrating its relevance, its usefulness and efficiency in the monitoring and evaluation of national policies geared toward poverty reduction and development.

Country-level review

The knowledge of CBMS principally undergoes review and dissemination of research results conducted by its members, in accordance to the methodological procedures of the system; three (3) levels of review are planned by this project.

At the village level

An initial review will be done locally at the village development committees by the supervisors and enumerators right after the information collected from the partial indicators will have been processed manually, allowing us to formulate statistical summary about the locality. This will allow the local decision-makers to rapidly obtain first-hand information for them to make the right decisions and to take appropriate solutions to problems they are facing.

As a second step, after the crafting of a general report by the team, a review will be done in the presence of the people of the localities involved in the survey, with eventual illustrations of different indicators in order that the people may understand and appreciate the main results of the survey in which they have actively participated. This phase, led by the surveyors and the enumerators, is very important in the process of initiation and familiarization on the problems of the village and the sector.

At the communal level

The second review will be done in the communal level where the administrative authorities and the village development committees will gather. At this level, the CBMS team will deliver the analysis of the results, which will include the remarks of the supervisors and the enumerators. These results will be presented per themes, per localities and will be integrated at the communal level. This will facilitate the comparison between, on one hand, the localities, and on the other hand, the localities and the commune.

National review

When it comes to the dissemination of the results, when final results will be made, the research team of CBMS and its partners, such as UNICEF, will organize review workshops, most notably a national review to which the decision-makers, the concerned national institutions (Ministries), the potential users of the data (NGO), and the press will be invited. The dissemination will be conducted right there and then by distribution of report documents, which will then be reported by the press to the wider public. Other reviews can be organized for interested parties depending on their needs.

2. Target audience, agencies, and organizations participating in the project

Target audience

The initial audience targeted by the project is the people of Diébougou, Koper and To, especially the children and women who are the most vulnerable social class and the most exposed to external shocks. After the description of the demographic aspects, the study will then have to show the living conditions of the different categories of people for a better targeting system in a social protection policy in each commune.

Possible participants in the project

At the beginning of the project, a steering or advisory committee will be created composed of representatives from CBMS, local and traditional authorities (village and commune leaders) and other development partners. They will be providing advise during the course of the project. Policy makers and development planners at the province, commune and especially at the village levels will be involved in the different aspects of the project. They will be provided with access to the data for improved governance of the sites.

When it comes to the participation of agencies and organizations in the project, aside from the communes directly involved, NGOs working for children in Burkina Faso such as the UNICEF, Plan International, Plan Burkina, Save the Children, Handicap International, Fonds Enfant, etc. can become potential partners.

VIII. EXPECTED OUTCOMES

The expected results of this project can be viewed at various aspects in all three (3) communes:

- CBMS is strengthened in Diébougou and Koper and implemented in the commune of To;
- the communes of Diébougou, Koper and To have CBMS data on the different aspects of poverty are made;

- community and household poverty profile and maps of Diébougou, Koper and To are available;
- relevant and reliable data are produced, allowing political and administrative authorities, both local and regional, to take appropriate measures for a better targeting of beneficiaries of social protection programs particularly for pregnant women and children (0-5).
- Local development plan prepared by the municipalities based on CBMS data and other relevant data.
- Analysis report on social protection in informal and agricultural sectors is produced.

IX. INSTITUTION AND PERSONNEL

Receiving Institution

The receiving institution of the project is the Centre d'Etudes, de Documentation et de Recherche économiques et sociales (CEDRES).

Centre d'Etudes, de Documentation et de Recherche économiques et sociales (CEDRES), was created in 1975. It is presently managed by Professor Taladidia Thiombiano.

The CBMS (CBMS) team in Burkina is composed of:

- Dr. Lassina KONATE, team director, coordinating officer;
- Dr. Prosper SOMDA, member in charge of data analysis and production of report on different aspects of poverty;
- Michel KONE, statistics engineer, in charge of data processing and of generating tables;
- Dr. Omer Combar, member, in charge of mapping;
- Samandougou Rasmata, Ph.D/candidate, in charge of data analysis and production of community and household poverty profile;
- Ouedraogo Jeanette, Ph.D/candidate, in charge of data analysis and production of social protection on informal sector.

X. WORK PLAN AND TIMETABLE OF ACTIVITIES

CBMS Project: Timetable of Activities

Activities	Months											
	1	2	3	4	5	6	7	8	9	10	11	12
Phase 1- Year 1												
1. Preparatory mission												
Familiarization mission for administrative and communal authorities												
Installation of ground team												

Familiarization of the people on the CBMS project													
2. Ground team training													
Preparation of indicators													
Preparation of household questionnaires													
Preparation of community interview guide													
Preparation of enumerator's manual													
Training of the enumerators													
3. Data collection													
Data collection in villages and sectors													
Supervisory activities of Controllers and Supervisors													
Supervisory activities of CBMS team													
4. Codification and data computerizing													
Gathering of filled-in questionnaires													
Recruitment of persons who enter data in computer (computerize)													
Training of persons who enter data in computer (computerize)													
Codification and computerizing data													

Activities	Months												
	1	2	3	4	5	6	7	8	9	10	11	12	
Phase 2- Year 2													
1. Correction and clean-up of files													
2. Production and analysis of tables													
3. Production of first draft of analysis report on social protection to the informal sector													
4. Communal review													
5. Village/Sector review													