QUALITATIVE IMPACT MONITORING
OF
POVERTY ORIENTED POLICIES & PROGRAMMES
COVERING PAGE

AN INSTRUMENT TO THE POVERTY MONITORING SYSTEM
DRAFT

Presented to the Technical Working Committee
of the Poverty Monitoring Unit
in November 1997

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CENTRO
de Información y Documentación
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1. Research Outline

The first chapter elaborates on the research objective, its scope and main research question. Section 1.1 embeds the proposal into the historical and political background: The Poverty Alleviation Programme and its Poverty Monitoring System. Section 1.2 concentrates on the Problem Analysis and explains the necessity for the proposed exercise. Section 1.3 draws up the objectives in details, while Section 1.4 presents the activities required for the achievement of the objectives in a step-wise manner.

1.1 Background

The inauguration of the Poverty Alleviation Programme (PAP) in 1994 is a strong commitment of the Malawi Government to reorient economic and social policy towards developing human and economic resources for reducing poverty in the country. The PAP Policy Framework Paper stresses that poverty alleviation activities need to be undertaken with a clear understanding of the characteristics of poverty, including its causes and effects as well as the means to identify and locate the poor. This claim requires comprehensive and detailed information from target group level. At present this information is not yet available to a satisfactory degree. An information gap exists between policy and target group level. To overcome this information gap, there is need to closely monitor the impact, effectiveness and efficiency of all development activities. A comprehensive Poverty Monitoring System was thus conceptualised and launched by the Government in 1996. The objective of the PMS is, to serve as a nation wide information system that deals with poverty-related policies, issues and impacts. The purpose of monitoring the performance of newly implemented poverty-oriented policies and programmes and projects are:

- Tracing the actual state of the art with respect to poverty reduction/alleviation
  "The PMS is intended to serve as a means of monitoring changes in the living standards of different socio-economic groups in Malawi, especially the groups that are known to be in dire poverty."

- Tracing the positive results achieved in introducing and implementing poverty oriented policies and programmes
  "The monitoring system is therefore expected to assess the effectiveness of development policies and programmes of action in addressing poverty by monitoring changes in a core group of indicators that measure poverty over time and in various parts of the country."

- Tracing the negative side effects of the effort, to be able to formulate corrective or promotional measures to counteract such negative side effects.
  "The PMS will therefore advise the authorities on the possible consequences of various policy measures on the groups in poverty. The system will also assist Government in identifying major development constraints and possible corrective measures."

(all quotations: PMS Concept Document, page 4.)
The Concept document of the Malawi Poverty Monitoring System marks the nature, scope and objectives of the PMS. The principle objectives of the PMS are four-fold:

- to collect, co-ordinate and disseminate valid information on various indicators of poverty across time and space (nation, district and community);
- to monitor impacts of policies and programmes on poverty;
- to monitor the implementation and evaluation of micro-project that are targeted at socio-economic groups in poverty;
- to monitor administrative/management issues in policy implementation.

This proposal intends to design a systematic approach, concentrating on the second objective of the PMS, i.e. impact monitoring. Impact Monitoring aims at analysing the effects of poverty oriented policies and programmes on the target groups. Short, medium and long-term impacts of these policies and programmes need to be analysed in order to assess their effect on the poor. Policies to be monitored include macro-level policies (like DEVPOL, Vision 2020, The Poverty Alleviation Framework, Public Sector Investment Programme) as well as sector policies of line ministries.

The PMS concept document further mentions that the multi-dimensional nature of poverty in Malawi requires an integrated approach of a variety of methods in data collection. Quantitative as well as qualitative research methods shall be applied. The focus and perspective of both approaches is needed to achieve a comprehensive picture of the poverty situation in Malawi and an understanding how poverty could be reduced. However, at present data collection and analysis efforts within the PMS have mostly covered statistical data (i.e. VAM, IHS, M4E, VRS). These data do not yield sufficient information on beneficiaries perceptions and the rationale for their reactions on poverty reduction measures. Understanding the rationale for beneficiaries decision making is, however, essential for the development of suitable supportive and corrective measures at policy and programme level. Hence, this proposal intends to emphasise aspects which can hardly be covered by statistical data collection and analysis methods, i.e. a portrayal of the attitudes, pattern of reactions, coping strategies and decision making pattern of the target group, which are the poor and vulnerable groups in Malawi.

Shedding light on these aspects will be essential to achieve some objective and strategies of the PAP, especially those which focus on:

- the enhancement of participation by the poor in social, economic and political affairs,
- a rise in the spirit of community self-esteem,
- the development of demand and poverty oriented policies and programmes.

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1 Monitoring for Empowerment (M4E) and the Integrated Household Survey (IHS) include qualitative methods in their survey design. However, as to M4E this qualitative aspect has not yet been operationalised. The IHS will plan to conduct data in September 1997. Qualitative panel studies are planned but will only be conducted if necessity occurs.

2 Operationalising these aspects into research question could mean the following: How do poor people perceive change? What are the reactions of vulnerable groups to such changes? What room of manoeuvre do they have to cope with socio-economic changes? Which coping strategies have a positive impact on the standard of living of poor people? Do individual or communal coping strategies have a higher impact in poverty eradication? What sort of support do poor people need to cope with changes (for example extension services, social welfare or community development services)? Who are the groups which are likely to further impoverish or who are able to step out of poverty? Where does their own potential lay?
Besides the different type of information generated by qualitative and quantitative methods, qualitative data collection and analysis is said to have an other advantage: Quantitative data collection exercises often show a long time gap between data collection and publication of analysed results (usually at least 1 year, in many cases even 2 years). Serious socio-economic changes (like the recent market liberalisation or the currency devaluation), can however impoverish people within a very short period of time. A quick response is required in this case. With qualitative approaches try to incorporate data collection and analysis. Therefore conclusions and recommendations can be made available shortly after the filed work has been finalised.

With this proposal, a step-wise approach for a monitoring approach is presented, focusing on two aspects:

a) the design of a policy impact monitoring system as one of the elements of PMS
b) the emphasis on qualitative data collection and analysis methods to supplement

1.2 Problem Analysis - The need for a Qualitative Impact Monitoring

As outlined in the PAP Policy Framework Paper, Government's task is to introduce suitable policies and programmes which should lead to a reduction of poverty even at household level. It also seeks to closely monitor the process of change in order to institute supportive or corrective policy measures to ensure that the process of poverty alleviation proceeds as required. The final beneficiaries of these efforts are the poor and vulnerable groups in particular and the Malawi society in general. All policy measures - with respect to the PAP - aim to improve the standard of living in the country.

One reason why the Malawi Government has not yet been able to support the process of change at the household level sufficiently, seems to be a lack of available information and data from target group level. Besides the non-availability of procedures for monitoring the impact of poverty-oriented policies and programmes, there are two further important causes: incomplete statistical household-level data (which will now be supplied by the IHS) and a lack of non-statistical data concerning this level.

Answers to the latter aspects will be essential for Malawi to improve on the poverty situation in terms of targeting and adequate programme development, without creating avoidable hardship for the poor or misallocation of resources. The impact monitoring approach, as it is presented here, will supplement the present set-up of 'quantitative' data with a qualitative methodology and is referred to as 'qualitative impact monitoring' (QIM).Decision making can, of course, only be based on both, statistical data and supplementary information gained by QIM. Figure 1 shows how statistical data and information obtained by QIM, could complement each other for decision making.
Figure 1: Incorporating Qualitative and Quantitative Approaches within PMS

Recommendations for supportive and Corrective Actions Developed and Submitted to Decision Makers at National Level

Results from QIM and Panel Studies from IHS

They Supplemented each other

Statistical Data is used as Baseline Information for QIM Concept

Results from HIS, VAM, M4E, VRS, NSSA, HESSEA, MSIS

Information Generated with Qualitative Methods

Why do we need More than statistical Information?

Qualitative Information Supplements what is found out by Quantitative Approaches because

- It captures reactions, attitudes and Decision Making Patterns of respondents
- It allows the complex household system, with the interrelationship between the major elements to be assessed.
- It allows assessing the subjective views of respondents
- It strongly emphasises the creation of dialogue and communication lines.
The problem analysis reveals the following statement as the core problem:

Government and other Actors cannot respond adequately to changes in the poverty situation at household and community level. This is due to, insufficient knowledge about the impact of programmes and policies, and other reasons for changes in the poverty situation.

Reasons of this core problem are:
- Lack of capacity within government system
- Undeveloped approaches for the collection of non-statistical information at household level
- Inavailability of consolidated, comprehensive, non-statistical information

Causes of this core problem are:
- Lack of information and communication structures between decision maker and household/community level
- The process of change at household level can not adequately be supported by government
- Resources have been misallocate
- Social hardships are faced at household level
- The poverty situation in Malawi does not improve

Figure 2 shows the interrelation of the described aspects.
Figure 2: Problem Analysis

- Undeveloped approach for the collection of non-statistical Information at Household level
- Lack of Capacity
- Inavailability of consolidated Comprehensive, non-statistical Information

Insufficient knowledge about the impact of Programmes and Policies

PolicY Decision Makers

Government and other actors cannot respond adequately to changes in the poverty situation at Household and Community level

Core Problem

Information Gap (E.g. Feedback Structures)

Household Level

- Poverty Situation is pathetic
  - High Malnutrition Rate
  - Declining Incomes
  - High Illiteracy Rate
  - High Mortality Rate
1.3 Objectives of QIM

QIM has been designed in a way that allows the core problem and its main causes to be tackled successfully by the exercise. Figure 3 gives an overview of the projects objectives. In the medium term, the project aims at contributing to the overall goal, namely: "Policies and programmes become more poverty oriented by establishing a feedback structure which involves all relevant actors in a regular monitoring procedure."

The exercise is successful, if the results provide a substantial input into the information basis for the PMS and sets up communication structures to involve all actors in the process. With that QIM contributes to a strengthening of the PMS. Another indicator for successful performance will be the project's purpose, which is formulated as: "Decision makers at all levels are better equipped to respond adequately to changes in the poverty situation at intra-household, household and community level based on perceptions, analysis and recommendations of those affected."

Five results are considered necessary in order to reach this project purpose.

Result 1: "A qualitative approach for measuring changes in the poverty situation at intrahousehold/community level is developed and subsequently adjusted." The conducted and analysed data will contribute to this result. Indicator of achievement is the assessment of the information by invited stakeholders at a reflection workshop after the field phase.

Result 2: "The developed QIM approach is integrated into the PMS and is regularly applied by NEC, Line Ministries and NGOs." QIM is to be seen as one stone within the mosaic of data generating instruments of the PMS. For QIM to become an integrated part of the PMS the approach has to stay flexible and adjustable so that demands and results of other PMS instruments can be integrated.

Result 3: "The capacity of NEC staff, staff of Planning Units in Line Ministries and NGO staff is built to conduct QIM, including preparation, field phase and data analysis". Members of the just mentioned institutions will be trained and will form the QIM TEAM. These persons will be involved in all steps of the exercise, including data collecting and analysis.

Result 4: "A process for feeding back QIM results to decision makers at all levels is initiated, implemented and monitored." Figure 4 shows the scope of QIM operation and the identified system of feeding back the QIM results to decision makers at various levels. This set up shall ensure that all different administrative levels (community, village, area, district, national level) are informed and in the position to assess the results. The process of formulating recommendations for national decision makers will be an iterative process with all other mentioned administrative levels and non-governmental stakeholders involved.

Result 5: "An information base relating to poverty alleviation is created. This will consist of periodic target group analysis of marco and sectoral policies and programmes." The policy analysis is part of the preparatory phase and will help to derive Hypotheses. The policy analysis (cf. Activities) as well as the field phase will contribute to the achievement of this result. The identified information gap has to be portrayed from decision-makers side as well as from household level side.
2. Activities

The activities for QIM can be formulated in a step-wise approach:
Figure 5: 19 Steps for developing the QIM approach

### PHASE I: The preparatory phase

| STEP 1 | Conduct a Policy Analysis and analyse secondary data |
| STEP 2 | Assess resources (e.g. personal, budget) |
| STEP 3 | Form the survey team |
| STEP 4 | Present policy analysis and discuss with key informants (ws I) |
| STEP 5 | Train the team in RRA techniques for the survey |
| STEP 6 | Plan and prepare the field phase (workshop II) |
| STEP 7 | Select a village/an area for conducting the QIM survey |

### PHASE II: The field phase

| STEP 8 | Stratify potential interview partners |
| STEP 9 | Select interview partners |
| STEP 10 | Prepare an interview session |
| STEP 11 | Obtain relevant information from a key informant |
| STEP 12 | Obtain relevant information from a poor individual |
| STEP 13 | Obtain information from a group of poor farmers/dwellers |
| STEP 14 | Analyse information after each interview |
| STEP 15 | Analyse daily findings |
| STEP 16 | Analyse the findings of a sub-field-phase |

### PHASE III: Analysis and Reporting Phase

| STEP 17 | Analyse all collected information after the field phase |
| STEP 18 | Report on analysed information |
| STEP 19 | Reflect on monitoring results with decision makers |
3. The conceptual basis for QIM

The following Chapter illustrates the conception of QIM. Section 2.1 aims at clarifying basic terms which are relevant to fully understand the aim of this study: The special feature of policy impact monitoring is outlined, the scope of the terms ‘impact’ is defined and the qualitative character of QIM is elucidated. In Section 2.2 the requirements to be met by QIM are described and the suitability of Rapid Rural Appraisal (RRA) as the basic concept of the QIM approach to fulfil these requirements is discussed. The aims and core principles of RRA are outlined with regard to their relevance to QIM.

3.1 Clarification of terms

The term ‘monitoring’ (synonyms: ‘observing’, ‘regulating’ or ‘supervising’) is commonly applied in the context of projects and programs: after planning has been completed and implementation started, monitoring provides regular information for the project management on progress made and on the consistency with the plans as regards the achievement of objectives. Monitoring results may be very useful to the project management by indicating the necessity for re-planning or for taking corrective action. Hence:

Policy Impact Monitoring is defined as a management instrument for political decision makers to regularly identify, measure and analyse the impact of policy in comparison to the planned objectives, including the unintended negative side effects.

In Malawi, policy objectives are defined within the Policy Framework Paper of the Poverty Alleviation Programme, like for example, the aim to promote sustainable poverty reduction or to enhance the participation of the poor in the socio-economic development process so as to raise and uphold individual and community self-esteem. To realise these objectives, a number of reforms and measures are planned and partly implemented, e.g. sectoral targeting of groups in poverty by all line ministries, Non-Governmental Organisations (NGO) and the private sector, or the set up of a new institutional framework within public administration. The implementation of these measures will cause changes noticeable at target group level (see Figure 3).

It is expected by decision makers that positive effects will be achieved after the implementation of reforms, if the target group reacts as anticipated: Poor population groups in a community will for example have better access to health or education facilities after the community has decided on poverty alleviation activities and submitted proposals to the District Development Committees (DDC) for funding. However, the implementation of poverty alleviating measures might unwittingly be accompanied by negative side effects: Hardship of poverty could increase if certain social groups are left out of the decision making process or if the design of programmes do not meet the target groups demands (e.g. some social funds are limited to the funding of school blocks or health post, while the communities has identified activities in the field of income generating as their core priority. The term ‘impact’ includes all these different (intended and negative) effects that are induced by the implementation of poverty-alleviating measures (see Figure 3):
'Impact' is used as a term indicating the effects, the implementation of poverty-oriented policy measures has in terms of economic, socio-cultural, political, institutional or environmental changes. Impact includes negative side effects that may unwittingly accompany the intended changes.

In Malawi up to now, policy impact is to a large extent monitored by means of quantitative approaches and methods for collecting and analysing statistical data. NSO besides others regularly provide information about changes in household composition, expenditure pattern and income levels of households, small scale economic activities, agricultural production, labour market structure, social facilities (e.g. health and education) etc. Hence:

'Quantitative Policy Impact Monitoring' in the context of PMS means periodically collecting and analysing statistical data on the impact of structural changes by means of quantitative approaches and methods.

Information about the rationale for poor people's reactions, about their perceptions and reasons for decision making cannot be provided by quantitative impact monitoring. Nonetheless, the behaviour and strategies of the poor play a crucial part in the achievement of national policy objectives. Therefore, an understanding of the poor's point of view is important for decision makers, to follow the process of changes, and to implement supportive or corrective measures for regaining consistency with policy plans and for preventing negative side effects. This kind of information should be provided by 'Qualitative Policy Impact Monitoring' (QIM) to complement the data supplied by 'Quantitative Policy Impact Monitoring'.

'Qualitative Policy Impact Monitoring' (abbreviation: QIM) in the context of PMS means, periodically analysing the poor peoples perceptions of the impact of socio-economic changes and their rationale for (their actual as well as potential) reactions, by means of qualitative approaches and methods.

The qualitative character of QIM refers to three aspects that are closely connected with each other: (1) The use of qualitative methods (in contrast to quantitative methods) for collecting information, (2) QIM's investigation of the complex and holistic situation at target group level, and (3) the results of QIM as representing the poor people's subjective assessments of their situation.
Figure 4: Scope of Impact Monitoring

Implementation of PAP measures
(e.g. increased food and nutritional security at household level)

Structural changes in sector policies
(e.g. Promote crop varieties with high nutrient values)

Poor Peoples' reactions according to their rationale and their room of manoeuvre

ECONOMIC, SOCIO-CULTURAL, INSTITUTIONAL OR ENVIRONMENTAL CHANGES ON HOUSEHOLD LEVEL

- Negative, side effects, farmers do not grow new and foreign variety properly/harvest is poor/
  Food security and nutritional state of household decreases

- Positive, intended effects:
  high nutrient maize is used as staple food/
  awareness in nutrition is raised/
  food security and nutrition is raised in household
Figure 5: Set up of Feedback Structures

PAP Policy Framework AS GUIDELINE.  ↔  PRESIDENTIAL COUNCIL  ↔  PAP NATIONAL STEERING COMMITTEE

SECTORAL POLICY  ↔  TECHNICAL WORKING COMMITTEE (TWC)  ↔  LINE MINISTRIES  ↔  NGOs

Economic, socio-cultural, institutional, environmental changes of household level according to peoples rationale

Negative effects  Positive effects

Poverty Monitoring Section/unit

- District Commissioner
- District Devop. Committee
- District Exec. Committee

Representatives of various NGOs and other organisations

- Social Groups
  - Village head/people
  - Village develop. Committee

- Area develop. Committee
- Area Exec. Committee
- Opinion Leader
3.2. 'Rapid Rural Appraisal' as the basic concept for QIM

On top of the above mentioned objectives, the QIM has to fulfil some other requirement referring to the institutional structure it will be integrated in. The QIM approach must be cost effective (in the light of the difficult financial situation of the Ministry) and it must, in principle, be manageable by existing staff within the Ministry. Thirdly, QIM and accompanying methods must be suitable and not put the beneficiaries off, so that acceptance - a basic condition for a fruitful dialogue between policy and target group level - can be increased. Last but not least, the QIM approach must guarantee that poor groups and others who are often neglected are reached.

Considering all these requirements, Rapid Rural Appraisal (RRA) is perceived as the most appropriate basic concept for the QIM approach. RRA is suitable for answering questions concerning perceptions and reactions; it is target group oriented with a special focus on neglected population groups, such as poor people and women. It is cost and time effective and due to its communicative character, it is even informative and interesting for the people interviewed and with that can support community communication and activities. On top of this, RRA has the potential of enhancing the dialogue between poor social groups and government officers and therefore, a new dimension of understanding between policy decision makers and poor people could very well emerge.

In the following, the concept of RRA is outlined. The explanations are confined to the aims and principles of RRA and to a general description of the RRA procedure.

The term Rapid Rural Appraisal describes an approach invented in the late 1970s to collect, analyse and assess data using qualitative investigation methods. It can be defined as "a systematic, semi-structured activity conducted on-site by a multidisciplinary team with the aim of quickly and efficiently acquiring new information and hypotheses about rural life and rural resources" (SCHONHUTH/KIEVELITZ 1994:4)³

The aims of RRA are

- to learn about perceptions and attitudes of different population groups and their criteria for decision making;
- to obtain a comprehensive understanding of the complex relationship between economics, politics, culture and environment in rural and urban societies by learning from, with and through members of the local communities;
- to involve often neglected groups notably women, youth, illiterates and poor people;
- to derive hypotheses from field experience for development projects and for future policy decisions;
- to gain useful and relevant information for planning and monitoring in a time and cost effective manner. (MIKKELSEN 1995:67-69; SCHONHUTH/KIEVELITZ 1994:3-6)

RRA is based on a few core principles⁴, which constitute the framework for its application:

**Triangulation**


Triangulation is a form of cross-checking by looking at things from various perspectives by applying different techniques, using different sources of information, collected by different people. Each sub-team should comprise members representing several disciplines and different fields of knowledge, and there should be an equal number of men and women. Triangulation facilitates greater accuracy through successive approximations during the process of information collection.

Learning from and with rural people

RRA means learning from and with the people of rural and urban societies by establishing an interactive dialogue between these people and the RRA team. The focus lies on discussing their local and subjective perspectives by respecting their knowledge and without paternalistic lecturing. It also means not forgetting the disadvantaged in the community, very often the poor and women.

Optimal ignorance and appropriate imprecision

The RRA team should avoid accumulating unnecessary information and measuring more accurately than is actually needed. Information collection and analysis should concentrate on identifying trends rather than absolute values.

Appropriate instruments

RRA has recourse to a variety of instruments for collecting information. The tools and techniques applied are selected and adjusted according to the information needed and the specifics of the local situation. The RRA instruments for collecting information include the revision of secondary data, the application of semi-structured interviews, direct and participatory observation, rankings, and the drawing of diagrams and maps.

Visualization

If information is graphically presented by drawing a diagram or map in front of all the people present, everyone can observe how it takes shape, suggest changes and help create representations. Above all information can be checked and corrected on the spot, whereas notes made by an interviewer, hidden away in note-books, cannot achieve this. Visualization also permits participation by people who do not have a strong voice or cannot read and write.

The RRA procedure

RRA is carried out by a multidisciplinary team consisting of men and women. For field work it splits up into small groups of two to three members. For the first QRM exercise it is planned to set up a Monitoring Team out of 12 RRA experienced research fellows. The 12 persons will work in 4 subteams which 3 members each. The team comprises natural and social scientists, extension workers, civil servants, NGO field workers and it is also a good thing to include village representatives. A frequent switch between members of the RRA sub teams can
maximize the benefits deriving from their different professional backgrounds, knowledge and attitudes.

The whole RRA procedure consist of three distinct phases: the preparation phase to plan and organize the subsequent field phase, the field phase itself for collecting and partly analyzing the information, and finally the analyzing and evaluation phase with report writing thereafter on the results (see Figure 4).

4 Operational design of QIM

The last chapter will further operationalise the step wise approach, as presented in figure 3. The objective of each phase (Preparation, Field, Analysis and Report Writing Phase) is explained. Furthermore the aim of each Step, which comprise the phases, is presented.

4.1 Preparation Phase

The preparation phase is aimed at making all the preparatory STEPs and arrangements necessary for a successful QIM exercise in the field. The "QIM management" functions as a survey coordinator and will be fully responsible for the planning and implementation of the preparatory phase. Members of QIM management will be: Staff of PMU, one SPAS advisor, two local consultants.

STEP 1 serves to define the current needs of decision makers concerning impact monitoring of poverty oriented policy measures and to formulate the 'terms of reference' for the projected survey. STEP 2 aims at obtaining an overview of existing data and information relevant to the respective survey, at obtaining an overview of the situation in affected areas and at identifying information gaps, which should be covered by the projected survey. Next, the resources necessary and available for the survey (STEP 3) need to be assessed, in order to plan realistically. The findings and conclusions of the policy analysis (Step 1 and 2) will be presented, discussed and revised in a workshop with a wide range of key informants and stakeholders. The Workshop is scheduled for 07th - 10th October 1997. Among the participants shall be representatives from Universities and Research Institutions, Line Ministries, Poverty Programs, NGOs and Donor organizations.

STEPs 4 to 7 will be carried out during a workshop which is scheduled for 22nd - 29th October 1997 with the whole monitoring team. During these STEPs the monitoring team is formed (STEP 4) and familiarized with the tasks of the projected survey, relevant policy measures, the current situation in the investigated areas and expected micro-economic impacts of policy measures (STEP 5). The core of this sub-phase is the training the monitoring team in RRA and QIM and their proper application and adjustment (STEP 6). The knowledge and skills acquired will be used immediately afterwards for the planning and preparation of the field phase (STEP 7).
### 4.2 The Field Phase

The aim of the field phase is to generate valid and reliable information about the impact of poverty oriented policies and programs on household level, according to the focus of the respective QIM exercise.

The research areas of QIM 1 have been identified as the following:

<table>
<thead>
<tr>
<th>AREAS OF RESEARCH</th>
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<tbody>
<tr>
<td><strong>Poverty Situation as Perceived by Respondents</strong></td>
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<tr>
<td>- Local criteria of Poverty and well being</td>
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<tr>
<td>- Stratification of groups by wealth/poverty</td>
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<tr>
<td><strong>Changes and causes in Poverty Situation as Perceived by Respondents</strong></td>
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<tr>
<td>- Changes as perceived by respondents, according to their own time frame</td>
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<tr>
<td>- Causes for changes as defined by respondents</td>
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<tr>
<td>- How have they reacted themselves to change (Coping Strategies)</td>
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<tr>
<td>- What support Mechanism Exist - How have these contributed to solving the problems</td>
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<tr>
<td>- If none exist, why don’t they, what inhibits people tackling their problems.</td>
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<tr>
<td>- Perception on intra-household roles and responsibilities</td>
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<tr>
<td><strong>Knowledge on Policies and Programmes by Respondents at household and Community Level.</strong></td>
</tr>
<tr>
<td>- What Policies/Programmes are People aware of?</td>
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<tr>
<td>- What Impact have these Policies had</td>
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<tr>
<td>- How would you assess these policies - would you make changes?</td>
</tr>
<tr>
<td>- Perceptions/Access to Institutions and Service Provision.</td>
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<tr>
<td><strong>Identification/Communication lines for feedback - Actors and Procedures</strong></td>
</tr>
<tr>
<td>- What communication systems exist</td>
</tr>
<tr>
<td>- How effective are these systems</td>
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<tr>
<td>- What changes do you propose.</td>
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</table>
Collecting and analyzing information is the responsibility of multidisciplinary monitoring sub-teams (comprising 2-4 professionals) with each sub-team working in a distinct survey area. As QIM aims at generating results in a cost and time efficient manner, sources of information are mainly selected according to the focus of the respective QIM exercise (purposive sampling). The selection of a village, or estate or urban dweller is the first STEP in choosing adequate sources of information (STEP 8). Following that, knowledgeable local people are consulted for stratifying potential interview partners who live in the selected village/area into 'homogenous' groups according to criteria that in turn depend on the focus of the QIM survey (STEP 9). This STEP is aimed at preventing certain population groups from being forgotten in the course of the purposive sampling. After stratification the monitoring sub-team is in a position to describe and select the interview partners they want to meet for interviewing (STEP 10). A preliminary workplan for the time spent in the survey area is drawn up, reflecting which of the identified groups of interview partners have to be covered in order to collect the information needed.

Before conducting an interview some issues need to be clarified within the sub-team, e.g. the distribution of roles and responsibilities, the focus of questions to be answered, hypotheses to be checked, the procedure and the methods to be considered, the materials needed etc. (STEP 11). There are different types of interviews according to the information given by the interview partner(s) and according to the number of participating people. In order to obtain a general overview and information of a non-personal nature about specific topics, key informant interviews are conducted with knowledgeable persons, e.g. extension workers, chiefs (STEP 12). Specific and detailed information about the impact of poverty-oriented programs on household level is collected by interviewing individuals (STEP 13A). Group interviews open up the possibility to trace average conditions and certain trends (STEP 13B). During each interview, specific RRA-Tools can be applied to involve the people for visualizing and structuring the conversations etc.

Analysis and documentation are indispensable to prevent information from getting lost and to plan the subsequent procedures. The information gathered has to be briefly discussed and analyzed within the monitoring sub-team after each interview (STEP 14), and in detail at the end of each field day (STEP 15). The team has to discuss the findings in order to assess their representativity, identify information gaps, and very/negate tentative hypotheses. If the obtained information is thought to be unreliable, cross checking has to be done by either selecting different sources of information, or by using different methods. If there are still open questions, additional interviews with a different focus have to be conducted to close information gaps. Hypotheses are constantly checked in STEP 16. If hypotheses have to be changed because of the first results generated by the information collected, new hypotheses will have to be put forward. Out of the new hypotheses new monitoring questions are derived, related to the hypotheses. STEPs 10 - 16 are carried out several times during an iterative process until sufficient valid and reliable information has been collected in the respective survey area so that a final analysis can be made (STEP 17 in the analysis and reporting phase).
Figure 6: RRA procedure

Step 8: Select a village/an area

Step 9: Stratify potential interview partners

Step 10: Select interview partners

Step 11: Prepare an interview session

Step 12-13
Obtain relevant information from
...a key informant
...an individual farmer/nomad
...a group of farmers/nomads

Step 14
Analyze information after each interview

Step 15
Analyze daily findings

Step 16
Analyze the findings of a sub-field-phase
4.3. The Analysis and Reporting Phase

All activities concerning information collection should be carried out in the field phase. Three of the four STEPs of information analysis are integrated in this field phase. They are conducted several times during an iterative procedure until the information set concurs. The fourth STEP of analysis (STEP 17) is the point of departure for the analysis and reporting phase. This phase is, as opposed to the field phase, an exclusively linear procedure.

The analysis of all the information available after the field phase (STEP 17) is carried out in order to summarize and structure it once more. Logical conclusions are arrived at, and supportive and corrective measures formulated from the information gathered. To discuss the logical conclusions in front of a broad audience, a workshop will be organized after finishing the analysis (STEP 17). All information obtained in the field and the logical conclusions arrived at are combined in the report written in the next STEP: "Report on analyzed information" (STEP 18). This report gives policy decision makers an overall view of the actual poverty situation of the interviewed social groups. Supportive and corrective policy measures are presented in this report as well. The final STEP in the QIM exercise is to reflect on the monitoring results with decision makers (STEP 19).
Figure 7: SCHEDULE OF QIM OPERATION

**PREPARATION**
- **AUGUST**
  - Outline Paper on QIM concept document developed and discussed within NEC
  - Secondary data analysis on poverty situation in Malawi
- **SEPTEMBER**
  - Policy analysis on the poverty orientation of macro and sector policies and programmes
- **OCTOBER**
  - WORKSHOP 1
    - QIM operationalisation (PSPD staff, SPAS staff, External guests)
  - WORKSHOP 2
    - Rapid Rural Appraisal Training for QIM team members
  - WORKSHOP 3
    - Revision of QIM Concept with key informants
  - WORKSHOP 4
    - Preparation of field phase with QIM Team Members

**FIELD PHASE**
- **NOVEMBER**
  - Field Phase in 12 Rural sites (10 November - 23 November)
  - Planning of new field site
  - Field Phase in 4 Rural Sites (01 December - 07 December)
- **DECEMBER**
  - Field Phase in 4 estates (09 December - 14 December)
- **JANUARY**
  - REPORT WRITING
  - Feedback Session

**PROCESS**
- Iterative VIA RRA
- 4 days data collection in sub-teams
- 2 days analysis with entire QIM team
- Analysis after each day

C:\Files\PMS\Documents\QIM outline2.doc 06-11-97 23
<table>
<thead>
<tr>
<th>Aspect</th>
<th>Effectiveness Ranking</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Substantially positive</td>
</tr>
<tr>
<td>Project Objective</td>
<td>✓</td>
</tr>
<tr>
<td>- degree to which intended to contribute to poverty reduction?</td>
<td></td>
</tr>
<tr>
<td>Identification Process</td>
<td>✓</td>
</tr>
<tr>
<td>- beneficiary (poor) participation in identification process?</td>
<td></td>
</tr>
<tr>
<td>- was the project identified on basis of pot. impact on poor gps?</td>
<td></td>
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<tr>
<td>Design Process</td>
<td>✓</td>
</tr>
<tr>
<td>- appropriateness of design for PR?</td>
<td></td>
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<tr>
<td>Conditionality</td>
<td>✓</td>
</tr>
<tr>
<td>- did the donor set examine conditions designed to increase poverty focus? Were they appropriate or successful?</td>
<td></td>
</tr>
<tr>
<td>Implementation Process</td>
<td>✓ ✓ ✓</td>
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<tr>
<td>- decentralisation? Ownership by authorities or by poor?</td>
<td></td>
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<tr>
<td>- flexibility &amp; scope for learning?</td>
<td>✓ ✓ ✓</td>
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<tr>
<td>- monitoring and evaluation of whether benefits went to poor?</td>
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<tr>
<td>Actual Outputs</td>
<td>✓ ✓</td>
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<tr>
<td>- quantity (and proportion) of outputs going to the poor? Disaggregated by gender, caste, class, ethnicity?</td>
<td></td>
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<tr>
<td>- quality of outputs to poor, access, affordability?</td>
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<tr>
<td>Sustainability</td>
<td>✓ ✓</td>
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<tr>
<td>- institutional development, capacity of poor increased, empowerment, adequacy of management skills, government support, financial viability, environmental viability, etc.</td>
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<tr>
<td>Impact</td>
<td>✓ ✓</td>
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<tr>
<td>- livelihoods (improved empowerment)</td>
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<tr>
<td>- resources (access to exclusion)</td>
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<td>- knowledge (expansion to reduction)</td>
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<td>- rights (participation, alienation)</td>
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<td>Other factors</td>
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<tr>
<td>Livelihoods Improvement</td>
<td>Resources Access</td>
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<td>-------------------------</td>
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<tr>
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</table>

Comparative study of EU-donors’ aid for poverty reduction, Nepal 1997

**Assessment of best-practice interventions and their impact on the poor.**

Name of the project/intervention: **Small Farmer Development Project (GT2/A00-TA)**

Matrix filled in by: __________________________ Relation to project: __________________________ Further explanations overleaf, pls...