

**KAGERA HEALTH AND DEVELOPMENT SURVEY  
2004**

**COMMUNITY, PRICE AND SCHOOL QUESTIONNAIRE**

**INSTRUCTIONS**

**I. Community Questionnaire General Instructions**

The community questionnaire will be asked in all communities included in the household survey, be they urban or rural communities. The community questionnaire should be asked during Round One of the survey.

The community questionnaire is asked of a group of people who are well informed about the activities, events and infrastructure of the community being surveyed. The group of respondents must include at least one of the following types of persons:

- Chairman of education committee
- Secretary of development committee
- one person from the community leadership
- someone familiar with the health problems of the community
- someone familiar with agricultural and life stock practices of the community

Thus, the respondents can consist, for instance, of the village chief, leading citizens, traders, teachers, or others who have lived in the village for several years. In some instances, one respondent will satisfy more than one of these criteria. The minimum number of respondents is three, but there may be more. In cases in which there is disagreement in the group of respondents about a response, rely on the person with the most experience on the issue at hand, and note the disagreement in the group on the last page of the questionnaire.

**II. Community Questionnaire: Instructions**

The community questionnaire has seven sections:

- Demographic Information
- Economy and Infrastructure
- Education
- Health
- Agriculture
- Culture
- Shocks

Except in a few instances, the community questionnaire is entirely pre-coded, like the household questionnaire, and it follows the same conventions for indicating skip instructions. In particular, answer codes in BLOCK LETTERS should not be read aloud to the respondents.

For some questions, the respondents may name up to four answers. When the coding boxes indicate that this is a possibility, the first answer should be the one judged most important by the respondents, followed by the next most important or common answer, etc. If the respondents list fewer answers than there are answer boxes, leave the extra boxes blank. Please do not add answer code boxes to a question when there are more answers than code boxes. Simply write the most important down and do not record the least important answers, according to the respondents.

Several questions ask for information on the price or cost of an item -- like an acre of land or a day's work of an agricultural labor. Please do not attempt to change the units in the question. That is, if the question is about the price of an acre of land, please do not write the price down for a hectare or any other unit.

Section 1: Demographic information. Question 4 asks the population share of religions within the community. **Other protestants:** Includes all religions that branched from Martin Luther eg Mitume, Full Gospel Bible Fellowship etc. **Other Christians:** Includes other Christians denominations not branched from Martin Luther eg. Anglicans and Orthodox.

Section 2 Economy and Infrastructure. Question 5: Distance should be recorded to nearest half a kilometer. That means if a distance is said to be 3.75 km you should round up the distance to 4 km. If the distance is said to be 3.7 you should round up to 3.5 km.

Distance in km	Recorded distance
0.25 – 0.74	0.5
0.75 – 1.24	1.0
1.25 – 1.74	1.5

Section 7 Shocks. Question 39. Note that the answer very good or very bad are followed by an additional question on the reason as why. And the answer very bad is followed by a third question which about the coping mechanism.

**Link to the School and Price Questionnaires**

One of the most important pieces of information collected on the community questionnaire is the location of the nearest primary school and daily market. It is from the answers to these questions that you will determine where to conduct interviews for the school and price questionnaires. The nearest primary school or market is the one that is closest to most households in the cluster being interviewed. It may be public or private. It may or may not be the facility or market that most people use.

**III. Price Questionnaire: General Instructions**

You must complete two price questionnaires for every cluster of households. The price questionnaires should be completed for every cluster, both urban and rural. One is to be completed at the local market. The second is to be completed at the nearest shop (*duka*).

The price questionnaire contains a list of 30 food items, six pharmaceutical products and 13 non-food items.

Local market. You must collect three prices for each item in the questionnaire from the nearest open market (stalls or vendors). The prices should be obtained from three traders at different locations in the market.

You should begin by explaining to the traders that you do not intend to buy their goods. You are only conducting a survey of prices and the information will not be used for tax purposes. The first price quoted by the trader should be recorded. On no account should there be any bargaining. If you bargain for the price, the trader will be annoyed if you make no purchase.

Shops. The second questionnaire will be completed at the nearest shop (*duka*). If there is more than one shop near or in the cluster, then you should collect price data from each shop. Otherwise, if there is only one shop, then only one price for each item will be collected.

#### IV. Price Questionnaire: Food items

The price of food items is to be measured by weighing each item and recording both the price and the weight on the questionnaire. For this purpose you will be provided with a food scale. The scale must be kept in working order. Before making each measurement, you should "zero" the scale. This means that you should adjust the scale so that it reads "zero grams" when it is empty. If the food to be measured is in a container, the scale must be "zeroed" with the container empty before the food is added. This procedure must be followed for each food item.

The weight of all food items must be recorded in grams. One kilogram is the same as 1000 vgrams; half a kilogram is 500 grams; one quarter of a kilogram is 250 grams. If a food item weights two kilograms, you must write 2000 grams.

The weight should be recorded to the nearest 50 grams. This means that if a food item weighs 375 grams, you should round up the weight to 400 grams. If the item weights 370 grams, you should round down the weight to 350 grams.

<u>Weight in grams</u>	<u>Weight recorded</u>
25 - 74	50
75 - 124	100
125 - 174	150
175 - 224	200
225 - 274	250
...	
925 - 974	950
975 - 1024	1000

You must always record the weight of food items in grams, unless the questionnaire instructs otherwise. For example, if someone is selling bananas by the piece, you should ask the price of one banana, weigh it, and record the weight in grams. If bananas are sold in bunches, you should ask the price of a bunch and weigh a bunch. You should not write "1 banana" or "1 bunch" on the questionnaire as this will be entered in the computer as one gram, which is incorrect. If someone is selling potatoes in groups of three, you should ask the price for three potatoes, weigh them and record the price and weight, in grams. You must not write "3 potatoes", as this will be entered in the computer as three grams, which is also incorrect.

Everything written on the questionnaire will be recorded into the computer. The weight should be recorded clearly and without the unit of measurement. For example, 500 grams of sugar at a price of 100 Tshs should be recorded as follows:

OBSERVATION

		GRAMS	PRICE
06	Sugar	500	100

Do not write "g" or "gm" after the weight or "Tshs" or /= after the price.

There is only one food item in the price questionnaire that is not measured in grams -- chicken eggs. You must ask the price of one egg. The number 1 is already written in the questionnaire, and it means "one egg" not "one gram". Eggs should not be weighed.

#### V. Price Questionnaire: Pharmaceutical products

There are six pharmaceutical products in the price questionnaire. These products should not be weighed. The first four items should be measured in tablets. For example, if nivaquine tablets are being sold at two tablets for 25 Tshs, then it should be recorded as:

		1ST OBSERVATION	
		TABLETS	PRICE
33	Nivaquine	2	25

If aspirin tablets are sold one at a time for two Tshs each, then you should record 1 in the column for tablets and 2 in the column for price.

Two of the items -- liver salts and milk of magnesia -- are not sold in tablet form. You must record the price of one packet of liver salts and one bottle of milk of magnesia. The amount is already written in the questionnaire; you should only copy the price for these two items.

#### VI. Price Questionnaire: Non-food items

There are 13 non-food items for which prices must be collected. Most of the non-food items do not have to be weighed. The prices should always correspond to the description of the item in the questionnaire. For example, the price recorded for a battery should always be for one battery of 1.5 volts. A price should not be recorded for a 4-volt battery. The price for firewood should be for a bunch about one foot in diameter -- no smaller, no larger.

The last non-food item is charcoal. This is the only non-food item that must be weighed, in grams. The price should be asked for a small amount of charcoal -- not a large sack.

#### VII. Price Questionnaire: Problems

Sometimes, sellers of food items will not allow their goods to be weighed unless a purchase is made. In this case, you should wait for a customer to make a purchase and record the weight and the price paid.

Occasionally you will have problems finding certain items. For example, smoked fish may not be sold in the markets of mountain villages. When this happens, write "NA" in all of the columns for that item. NA means "not available". In this example:

	GRAMS	PRICE	GRAMS	PRICE	GRAMS	PRICE
_____						

25	Smoke Fish	NA	NA	NA	NA	NA	NA
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You may also find that only one person in the market sells an item. Then you will only be able to get one price. You should record the price from this one vendor, then write in the columns for the second and third prices "NA".

You must make every effort to locate all of the items and to get three prices for each. All cases of "NA" will be examined closely by the project team.

### VIII. School Questionnaire: General Instructions

A school questionnaire will be completed for every primary school in the cluster. If there is no primary school in the cluster, then a school questionnaire will be completed for the nearest primary school to the cluster.

There are two parts to the School Questionnaire. Each has a different procedure.

**Part A is completed by the interviewer.** The respondent is the headmaster or head teacher of the school.

**Part B is left by the interviewer at the school,** to be completed by the headmaster or head teacher, after referring to school records.

The School Questionnaire can be completed at any time while the team is in the community, but at a time after the supervisor has completed the Community Questionnaire, from which he/she obtains the list of schools in the cluster. Since part of the School Questionnaire must be left at the facility to be completed, you must make arrangements to make a second visit to the school to retrieve Part B sometime later, before leaving the community.

### IX. School Questionnaire: Instructions

#### Cover

Your supervisor will write the name of the primary school and the number of the school on the cover of the questionnaire. (The schools should be numbered from one upwards within each cluster, according to the numbering in the community questionnaire.)

Before continuing, please copy the cluster number and school number on the top of every page where it says "Cluster: \_\_\_\_\_ School: \_\_\_\_\_". This will be very helpful if any of the pages become detached.

#### Part A

The first part of the School Questionnaire has three sections:

- I. Characteristics
- II. Enrollments
- III. Fees

This questionnaire follows the same conventions as the household questionnaire -- the skip instructions are indicated in the same way and the response codes are in block letters if they are not to be read aloud to the respondent.

Section III, question 2. If there is no annual fee for one of these grades, please leave the space blank.

**Part B**

The second part of the questionnaire concerns the number of textbooks currently available at the school and the enrollments in the most recent school year.

Question 1. If there are no books for some grades, the respondent should write zero. If the school does not have a grade, the space for textbooks should be left blank. The interviewer should verify the addition of the respondent to come up with the total books in each column.

Question 2. Every cell of this table should have a number in it for the grades that exist at that school. If a grade is not offered, leave its cells "blank". The interviewer should verify with a calculator the sum of each column as reported in the TOTAL row.