

Survey on Financial Flows for Family Planning in 2012 Government Departments¹

**The term "Family Planning"²
refers to projects, programmes and activities
that offer the following methods and services**

1. Family planning methods

Male Condom

Female Condom

Pills

Emergency contraceptives (pills)

Injectables (all types)

Diaphragm

IUDs (Copper T and other IUDs)

Implants (all forms)

Standard Days Method (SDM)

Other

2. Family planning services

Counseling on contraceptive methods and any other FP advise

Treating any FP medical need (consultation, diagnosis, monitoring health conditions, clinical assessment)

Female and male sterilization

Prescription and provision of FP goods (first time or continued supply of FP goods)

Other

¹"Government Departments" include *all* government-related departments involved in family planning.

Departments can be incorporated in e.g. Ministries of Health, Population, Education, but also in central statistical offices, government-run research centres or universities.

²The aim of family-planning programmes must be to enable couples and individuals to decide freely and responsibly the number and spacing of their children and to have the information and means to do so and to ensure informed choices and make available a full range of safe and effective methods.

Key Actions for the Further Implementation of the Programme of Action of the ICPD, UNFPA, 2004.

A. General Information 2012

Information to be registered:

A 1. Name of organisation:

Street/nr. or P.O. Box nr.:

Zip code / City:
Country:
Telephone:
Fax:
E-mail:
Website:

Name of respondent: Mr./Ms.
Position and unit:
Telephone:
Fax:
E-mail:

A 2. Please indicate whether you use 'calendar year' or 'financial year' in this questionnaire:
(tick appropriate box)

Calendar year 2012 Financial year from: day/month/year /.... /.... to: day/month/year /.... /....

A 3. Currency used throughout the questionnaire:

(Should be the same throughout the survey) (please write in full as well as the acronym)

A 4. If applicable, please specify the currency rate you have used:

Note: please use exchange rates provided in the annex of the manual

A 5. At what administrative level is your department working? (tick appropriate box)

Central Lower level (State / Provincial, Regional, Municipal)

A 6. Please indicate the type of your organisation. (tick appropriate box; only one answer possible)

a. Government Department d. Central Statistical Office
b. University e. Other:
c. Research Institute

B. Overview of Financial Flows 2012 for Family Planning

Income received from domestic sources¹ for 2012

B 1. Income received in 2012 from domestic sources for family planning:

| | Name of organisation: | Government | | Administrative level: ² | Amount received: |
|--------|---|--------------------------|--------------------------|------------------------------------|---|
| | | Yes | No | | |
| 1. | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 2. | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 3. | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 4. | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 5. | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| Total: | | | | | <input style="width: 100%;" type="text"/> |

B 2. Income in 2012 for family planning, generated from own sources (e.g. interest earned on endowments, taxes, fees-for-services):

Amount:

Income received from international sources for 2012

B 3. Income received in 2012 from international sources for family planning:

| | Name of organisation: <i>(plus acronym)</i> | Country: | Type: ³ | Amount received in 2012 |
|--------|--|---|--------------------------|---|
| 1. | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 2. | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 3. | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 4. | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 5. | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 6. | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 7. | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 8. | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 9. | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| 10. | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> | <input type="checkbox"/> | <input style="width: 100%;" type="text"/> |
| Total: | | | | <input style="width: 100%;" type="text"/> |

B 4. Summation of B 1, 2 and B 3:

Total income for family planning in 2012:

Amount:

Expenditures for Family Planning in 2012

B 5. Total domestic expenditures for family planning projects/programmes in 2012:

(Please include all project/programme expenditures, both direct and systems costs related to the project, including salaries of project staff and non-personnel expenses such as rent of the building)

Amount:

A specification of the domestic expenditures will be requested in section C.

B 6. Does the amount of B 5 include salaries of proj./prog. personnel as well as non-personnel expenses?

Yes

No

| | |
|------------------------------------|--|
| Reason: | |
| Amount for salaries/non-personnel: | |

B 7. Kindly compare the amounts for total income (B4) and total expenditures (B5).
Are the amounts considerably different *(please tick box)*?

No

Yes

| |
|---------|
| Reason: |
|---------|

¹ Funds from *international* donors should be mentioned in question B 3.

² To identify the type of administrative level, use *a)* for central and *b)* for lower level (State/Province, Municipality, Region).

³ Please fill in the corresponding code:

- a. Foreign government
 - b. UN organisation/agency
 - c. International development bank
 - d. International NGO
 - e. Foreign foundation
 - f. Foreign private for-profit company
 - g. Other international organisations/individuals
-

C. New and Continuing Family Planning Projects/Programmes in 2012

ATTENTION:

Please use a separate sheet for each project or programme.

If this detailed information is not available, kindly aggregate all FP projects and fill in one sheet in section C.

Please include all project/programme expenditures, both direct and systems costs related to the project, including salaries of project staff and non-personnel expenses such as rent of the building

ONLY INCLUDE PROJECTS/PROGRAMMES WHICH BENEFITED DOMESTIC FAMILY PLANNING PROJECTS/PROGRAMMES

C 1. Name of project/programme:

C 2. Reference number of project/
programme:

C 3. Project/programme period:

day/month/year *day/month/year*

From: .../.../..... To: /...../.....

C 4. Project location (detailed):
(e.g. village/district/region)

C 5. Tick appropriate box:

General development
project/programme with a
family planning component

Project/programme exclusivel
dedicated to family planning

C 6. Was income received from other organisations/departments specifically for this project/programme in 2012? (tick appropriate box)

Yes

| | Name of organisation: | Type org.(domes./intern.) | Amount received in 2012: |
|----|--|--|--|
| 1. | <input style="width: 95%; height: 20px;" type="text"/> | <input style="width: 95%; height: 20px;" type="text"/> | <input style="width: 95%; height: 20px;" type="text"/> |
| 2. | <input style="width: 95%; height: 20px;" type="text"/> | <input style="width: 95%; height: 20px;" type="text"/> | <input style="width: 95%; height: 20px;" type="text"/> |
| 3. | <input style="width: 95%; height: 20px;" type="text"/> | <input style="width: 95%; height: 20px;" type="text"/> | <input style="width: 95%; height: 20px;" type="text"/> |

No

C 7. Amount spent/disbursed by your organisation for family planning in this project/programme in 2012:

Total Amount (A+B):

Of which: A. Recurrent expenses

B. Capital investment

Note: the total amount should be equal to the sum of A + B amounts provided in question C8.

C 8. Breakdown of amount spent/disbursed by your organisation for family planning for this project/programme in 2012:

In case you cannot provide amounts, please provide estimated percentages.

C. New and Continuing Family Planning Projects/Programmes in 2012

A: Recurrent expenses

Recurrent expenses are those which occur to produce the FP services in your organization E.g. the distribution of condoms, quarterly dissemination of FP information to employees and the resources involved to provide those services.

Note: further explanation and examples for question C 8.1- C 8.14 can be found in the manual

Expenditure by services

| | Amount (A): | Percentage: |
|---|-------------|-------------|
| C 8.1 Internal service staff costs (for direct service provision) | | |
| C 8.1.1 <i>Of which:</i> Out-Patient Services | | |
| C 8.1.2 Inpatient Services | | |
| C 8.2 Outsourcing of services | | |
| C 8.2.1 <i>Of which:</i> Out-Patient Services | | |
| C 8.2.2 Inpatient Services | | |
| C 8.3 Contraceptives, medicine & other consumables (retailed and provided) | | |
| C 8.4 Information, Education and Communication (IEC) | | |
| C 8.5 Policy Development and Advocacy | | |
| C 8.6 Management Information System (MIS) and Health Information System (HIS) | | |
| C 8.7 Monitoring, Evaluation and Research | | |
| C 8.8 Capacity building/training (for all categories mentioned above) | | |
| C 8.9 Program Management Staff costs (non-service delivery) | | |
| C 8.10 Operational expenditures | | |
| C 8.11 Other: please specify: _____ | | |
| A: Recurrent Total: | | 100% |

| Of the total consumables, please indicate what percentage benefited which consumables: | |
|--|-------------|
| Condoms | |
| Pills | |
| Emergency contraceptives (pills) | |
| Diaphragm | |
| Injectables | |
| Implants | |
| IUDs | |
| Standard Days Method | |
| Medicine e.g. painkillers | |
| Other consumables e.g gloves, gauze, cotton, antiseptics, etc. | |
| Total | 100% |

Note: total percentages must add to 100%

C. New and Continuing Family Planning Projects/Programmes in 2012

B: Capital investment (for goods used more than one year)

Durable goods which are used in the production of goods and services. E.g. purchase of a car or medical equipment which lasts longer than 1 year. Kindly estimate the amount which benefits FP.

| | | Amount (B): | Percentage: |
|----------|--|-------------|-------------|
| C 8.12 | Infrastructure and Upgrading of Facilities | | |
| C 8.13 | Equipment | | |
| C 8.13.1 | Of which: Car purchase | | |
| C 8.13.2 | Computer and ICT purchase | | |
| C 8.13.3 | Office Furniture | | |
| C 8.13.4 | Medical equipment: (specify:) | | |
| C 8.13.5 | Other equipment | | |
| C 8.14 | Other: please specify: _____ | | |
| | B: Capital Total: | | 100% |
| | Total Amount (A+B): | | |

Note: Total Amount = Recurrent Total + Capital Total and should equal the total amount in C7

C. New and Continuing Family Planning Projects/Programmes in 2012

C 9. Organisation to which expenditures for this project/programme were made directly:

| Channel: | Name(s) of organisation(s): | Amount: |
|--|---|---|
| <input type="checkbox"/> directly from your organisation to project/programme | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| <input type="checkbox"/> directly to a (central, state/provincial, municipal) government department or institution | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| <input type="checkbox"/> directly to another national NGO/foundation | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| <input type="checkbox"/> directly to hospitals, ambulances, pharmacies, and other health care providers | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| <input type="checkbox"/> directly to an umbrella organisation | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| <input type="checkbox"/> directly to other organisations (universities, private organisations) or individuals | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |

C 10. Please indicate a percentage to the population which was targeted during this FP project/programme. E.g. if the entire budget was for targeting men, indicate 100% next to this population.

| | % |
|-----------------------------|---|
| - Adolescents (10-19 years) | <input style="width: 100%;" type="text"/> |
| - Youth (15-24 years) | <input style="width: 100%;" type="text"/> |
| - Women | <input style="width: 100%;" type="text"/> |
| - Men | <input style="width: 100%;" type="text"/> |
| - HIV positive individuals | <input style="width: 100%;" type="text"/> |
| - Migrants | <input style="width: 100%;" type="text"/> |
| - Sex workers | <input style="width: 100%;" type="text"/> |
| - Health care workers | <input style="width: 100%;" type="text"/> |
| - Employees | <input style="width: 100%;" type="text"/> |
| - Rural population | <input style="width: 100%;" type="text"/> |
| - Researchers | <input style="width: 100%;" type="text"/> |
| - Other (specify): _____ | <input style="width: 100%;" type="text"/> |
| | 100% |

C 11. Indicate the specific age of this population: From _____ to _____ years

C 12. Objectives of the project/programme:

Remarks:

In case you estimated FP expenditures, explain how you did this in the box below.
Also add any other remarks you may have.

NOTE: THIS SECTION IS ONLY FOR THE USE OF THE CONSULTANT

Confirmation of the verification of the figures in this survey:

Signature: _____

Date: ____/____/____
DD / MM / YYYY