

MODULE 2: BASELINE ASSESSMENT

Session 16: Storing Baseline Data

How is Baseline Data Stored?

Baseline data is stored using the
Baseline Storage Sheet

What is the Baseline Storage Sheet?

The **Baseline Storage Spreadsheet** is a simple Excel spreadsheet that enables field teams to enter, check and analyze individual interview data in the field.

What is the Baseline Storage Sheet?

It is also the basic tool that field teams use to analyze and summarize all the field data during the interim and final data analysis sessions.

What is the Baseline Storage Sheet?

It has space to record the results from two levels of interview:

- community level
- household representative

What is the advantage of using the Baseline Storage Sheet?

The **Baseline Storage Spreadsheet**:

- encourages active checking and cross-checking of data by the field teams
- facilitates rapid on-the-spot analysis, so that any inconsistencies or questions can be resolved by the field teams before they leave the survey area

Cross-checks built into the Baseline Storage Sheet

First, the summary of total food for a wealth group must equal at least 90% of 2100 kcal ppd

2		SUMMARY			
3	WEALTH GROUP	BASELINE			
4		Very Poor	Poor	Mid- le	B/Off
10	Food Summary: total (%)	92%	93%	93%	109%
11	crops	36%	55%	73%	91%
12	livestock products	0%	0%	2%	6%
13	payment in kind	0%	0%	0%	0%
14	purchase	51%	38%	18%	12%
15	food aid	5%	0%	0%	0%
16	gifts, other	0%	0%	0%	0%
17	Income Summary: total (birr) pa	3230	3643	3980	3968
18	crop sales	118	390	560	1147
19	livestock product sales	162	293	450	751
20	livestock sales	91	540	1220	2070
21	employment (e.g. labour) + remittances	515	370	0	0
22	self-employment (e.g. firewood)	294	0	0	0
23	safety nets	750	750	0	0
24	other	1300	1300	1750	0
25	Expenditure Summary: total (birr) pa	3213	3429	3932	3936
26	staple food	1429	1048	528	215
27	non-staple food	92	132	211	452

Cross-checks built into the Baseline Storage Sheet

Second, income must at least cover expenditure

2		SUMMARY			
3	WEALTH GROUP	BASELINE			
4		Very Poor	Poor	Middle	B/Off
10	Food Summary: total (%)	92%	93%	93%	109%
11	crops	36%	55%	73%	91%
12	livestock products	0%	0%	2%	6%
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Cross-checks built into the Baseline Storage Sheet

Third, trends across wealth groups are checked.

E.g.
Acres
culti-
vated
increase
with
wealth

	A	B	AB	AC	AD	AE	AF	AG	AH	AI	AJ	AK	AL	AM	AN	AO	AP	AQ	AR	AS
1	LIVELIHOOD ZONE																			
2																		FINAL!		
3	WEALTH GROUP		M	M	M	M	M	M	M	B/O	B/O	B/O	B/O	B/O	B/O	B/O	B/O		range	
4	District																	mid-point	from	to
5	Village or settlement		Nka maz	Her ef	Budl a 1	Bhu dla 2	Kwe ne	Sigc ineni		Mpof u	Nka maz	Her ef	Budl a 1	Bhu dla 2	Kwe ne	Sigc ineni				
6	Interview number:		2	3	4	5	6	7	8	1	2	3	4	5	6	7	8			
7	Interviewers		Fort un	Fort un		Fort un				Nat hi	Sin di	Lun/ Alx	non e	non e	Sin di	Fort une				
8	Wealth characteristics																			
9	Wealth breakdown (% of households)	VP																13.0	10	15
10		P																40.0	20	45
11		M																30.0	20	35
12		R																17.0	15	20
13			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	100	65	115
17		R								12	5	9								
18	Land cultivated - rainfed (acres)	VP																0.5	0.25	0.75
19		P																0.75	0.5	1
20		M	2.5	0.8	1.5	2	1											1.5	1	2
21		R								1	1.5	2			2	1.5		1.5	1	2

Cross-checks built into the Baseline Storage Sheet

Trends across wealth groups are checked. (cont.) For example:

- Herd size should increase with wealth
- Other asset holdings should increase with wealth
- Yield per acre may increase with wealth

Cross-checks built into the Baseline Storage Sheet

Fourth, the balance between supply and demand can be checked:

For instance, land rented in must balance with land rented out

Wealth breakdown		rented out		rented in	
		<i>per HH</i>	<i>total/ 100 HHs</i>	<i>per HH</i>	<i>total/ 100 HHs</i>
VP	15.0%	3	45		
P	35.0%	1	35		
M	35.0%			1	35
R	15.0%			3	45
total	100.0%		80		80

Cross-checks built into the Baseline Storage Sheet

Fourth, the balance between supply and demand can be checked:

And local ag.
labour income for
the poorer should
more or less match
exp. on labour for
the better off

	A	AL	AM	AN	AO
3	WEALTH GROUP	BASELINE			
		Very Poor	Poor	Middle	B/Off
847	Cross checks				
848	(1) Labour payments				
849	% households	20%	30%	35%	15%
850	income from local labour	240	205	0	0
851	income per 100 HHs, by wealth group	4800	6150	0	0
852	total income per 100 HHs	10950			
853	expenditure on local labour	0	0	150	250
854	expenditure per 100 HHs, by wealth group	0	0	5250	3750
855	total expenditure per 100 HHs	9000			

Cross-checks built into the Baseline Storage Sheet

Fifth, a herd dynamics cross-check is built into the spreadsheet

	A	B	C	D	E	F	G	H	I	J	AI	AJ	AK	AL	AM	AN	AO	AP	AR	AS	AT	AU	AV	AW				
2			Community interviews								Wealth Group Interviews																	
3	WEALTH GROUP										B/O	B/O	B/O	B/O	B/O	B/O	B/O	B/O	summ	range from	to							
94	Cattle: total owned at start of year	B/O	10	6	8	6	10	15	6.5	6	3	4	3	5	9	4	3	4	6	3	9	per 100	6.0	16				
95	adult females	B/O	4.5	2	2.5	2	4	11	3.5	2	2	2	1	2	3	6	1	2	3	1	5	50	2.8	16				
96	no. born during year	B/O									2	1	1	1	3	3	1	2	2	1	3	33	1.7	8				
97	no. sold	B/O									2	1	0	1	0	2	1	1	1	0	2	17	1.0	8				
98	no. slaughtered	B/O									0	0	0	0	0	0	0	0	0	0	0	0	0.0	8				
99	no. died	B/O									1	0	0	0	0	3	0	0	0.25	0	0.5	4	0.2	8				
100	no. bought	B/O									1	0	0	1	0	0	1	0	0	0	0	0	0.3	8				
101	no. at end of reference year	B/O									3	4	4	5	9	4	4	5	6.75	4	9	113	4.3	8				

What is the process for entering data?

Individual interviews are entered as follows:

1. During the interview, the field interviewer completes own calculations
2. That evening, the team leader enters data into the Baseline Storage Sheet

What is the process for entering data?

Individual interviews are entered as follows:

3. The Baseline Storage Sheet *automatically calculates total food and cash income and total expenditure* for immediate comparison with the pencil-and-paper calculations of the interviewer

What is the process for entering data?

The next step is to *summarise the results for each wealth group*.

Two types of comparison are then made:

- a) *individual interview results within each wealth group; and*
- b) *trends across wealth groups.*

What is the process for entering data?

A final cross-check of the results should then be carried out by an experienced supervisor who was not a member of the field team. This can be done either in the field (by a roving supervisor) or at a centralised post-field work analysis session.