

## IN1: Regular employment income [START]

Fill out this form during the initial interview if a household has regular employment income or if regular employment income starts or stops during the diaries.

**Regular Work:** The person may have engaged in regular work if one or both of the following apply:

- The job is done on a regular basis
- The person earns a regular paycheck, although the job may involve contingent-pay such as tips, commissions, and bonuses.

<b>Interviewer code</b>		
<b>Household code</b>		
<b>Name of person being interviewed (first name only)</b>		
<b>Interview Date (MM/DD/YYYY)</b>		
1	Is this initial input or a new income source?	01= Initial input 02= New resource
2	First name of person earning income?	First name: _____
3	When did the person start receiving this income? ["start date"]	Date (DD/MM/YYYY): _____
4	What type of institution is it that [NAME] works for?	01= Government 02= Non-profit 03= Private company 04= Private household or farm Other. Specify: _____
5	Is this a formal job (with a contract) ?	01= Yes 02 = No
6	What does he/she do?	(Position, Description) _____
7	Is this job part-time or full-time?	01= Full time 02 = Part time

**IN1: Regular employment income [STOP]**

**Fill this out if employment income stops during the diaries**

**Regular Work:** The person may have engaged in regular work if one or both of the following apply:

- The job is done on a regular basis
- The person earns a regular paycheck, although the job may involve contingent-pay such as tips, commissions, and bonuses.

<b>Interviewer code</b>		
<b>Household code</b>		
<b>Name of person being interviewed (first name only)</b>		
<b>Interview Date (MM/DD/YYYY)</b>		
1	First name of person doing with regular employment	First name: _____
2	When did this income stop? <b>["end date"]</b>	Date (DD/MM/YYYY): _____
3	What does he/she do?	(Position Name) _____
4	Why did the income stop?	<p><i>(why_inc_stop)</i></p> <p>01 = Fired            02 = Retired            03 = Transportation problems            04 = No longer needed the money            05 = End of temporary or seasonal job            06 = Government program ended            07 = Couldn't arrange for child care            08 = Quit for pregnancy, childbirth, or adoption of child            09 = Quit to spend time with or take care of children or other family members            10 = Layoff, job eliminated, workplace closed, employer sold business            11 = Quit to take another job            12 = Quit to look for another job            13 = Quit because pay was bad            14 = Quit because hours were bad            15 = Quit because didn't like job, boss, or coworkers            16 = Quit because of sexual harassment            17 = Moved to another geographic area            18 = Quit to attend school or training            19 = Went to jail or prison/had legal problems            20 = Quit because respondent's ill health, disability or medical problems</p> <p>Other Specify: _____</p>
5	Provide any other notes or comments about the closure of this income source.	Comments: _____

## IN2: Casual employment [START]

**Fill out this form during the initial interview if a household has casual employment income or if casual employment income starts or stops during the diaries.**

**Casual Work:** The person may have engaged in casual work if one or more of the following apply:

- person works for one client
- minimal expenses are associated with the work
- the job is not done on a regular basis

<b>Interviewer code</b>		
<b>Household code</b>		
<b>Name of person being interviewed (first name only)</b>		
<b>Interview Date (MM/DD/YYYY)</b>		
1	Is this initial input or a new resource?	01= Initial input 02= New resource
2	First name of person earning income?	First name: _____
3	What type of work does she or he do? <b>"identifier"</b>	Type of work: _____
4	When did the person start receiving this income? <b>["start date"]</b>	Date (DD/MM/YYYY): _____
5	What type of institution does this person work for?	01= Government 02= Non-profit 03= Private company 04= Private household 05 = Other. Describe: _____
6	What does he/she do? (Position Name)	(Position description )

## IN2: Casual employment [STOP]

Fill out this form if casual employment stops during the diaries research

**Interviewer code**

**Household code**

**Name of person being interviewed  
(first name only)**

**Interview Date (MM/DD/YYYY)**

7	First name of person doing with regular employment	First name: _____
8	What does he/she do?	(Position Name)
9	When did the income stop?	Date (MM/DD/YY): _____
10	Why did the income stop?	

EXAMPLE

## IN4: Non-employment income [START]

**Fill out this form during the initial interview if a household has non-employment income or if non-employment income starts or stops during the diaries.**

Examples of non-employment income:

1. Pension
2. Military pension
3. City benefits
4. Money for disabled
5. Help from an NGO
6. Help from a religious organization
7. Payment from a legal settlement
8. Survivor benefits from government or a company
9. Annuity payment
10. Alimony

<b>Interviewer code</b>	
<b>Household code</b>	
<b>Name of person being interviewed (first name only)</b>	
<b>Interview Date (MM/DD/YYYY)</b>	

1.	Is this initial input or a new resource?	01= Initial input 02= New resource
2.	First name of person receiving non-employment income. <i>If person is a child, enter the name of the child.</i>	First name: _____
3.	When did the person start receiving this income?	Date (MM/DD/YYYY): _____
4.	Type of income	01=Pension 02=Military pension 03=City benefits 04=Money for disabled 05=Help from an NGO 06=Help from a religious organization 07=Payment from a legal settlement 08=Survivor benefits from government or a company 09=Annuity payment 10=Alimony Other Specify: _____

## IN4: Non-employment income [STOP]

Fill out this form during the initial interview if a household has non-employment income or if non-employment income starts or stops during the diaries.

<b>Interviewer code</b>	
<b>Household code</b>	
<b>Name of person being interviewed (first name only)</b>	
<b>Interview Date (MM/DD/YYYY)</b>	

1.	First name of person no longer receiving non-employment income. <i>If person is a child, enter the name of the child.</i>	First name: _____
2.	When did the person stop receiving this income?	Date (MM/DD/YYYY): _____
3.	Type of income	01=Pension 02=Military pension 03=City benefits 04=Money for disabled 05=Help from an NGO 06=Help from a religious organization 07=Payment from a legal settlement 08=Survivor benefits from government or a company 09=Annuity payment 10=Alimony Other Specify: _____
4.	Why did the income stop?	01 = No longer meet criteria for eligibility 02= Time period for benefits stopped 03 = One time benefit only 04 = Decided to no longer accept 05= Unfairly terminated 06= Program ended 99= Don't know Other Specify: _____
5.	Provide any other notes or comments about the closure of this income source.	Comments

## IN5: Regular rental income

**INSTRUCTIONS:**

1. Fill out this form during the initial interview if a household member has regular rental income or if non regular rental income starts during the diaries.
2. Fill out one of these forms for each type of regular rental income that the person receives.

**Regular rental Income:** The person earns rental income if they rent a housing unit, flat, plot, or event space to others for money.

<b>Interviewer name</b>	
<b>Household code</b>	
<b>Name of person being interviewed (first name only)</b>	
<b>Interview Date (DD/MM/YYYY)</b>	

1	First name of person <u>receiving</u> regular rental income?	First name:
2	Who is renting the property (i.e. who is paying rent)? [list as " <b>identifier</b> "—first question in database]	Name of renter:
3	When did the person start receiving this income? [ <b>"start date"</b> ]	Date (DD/MM/YYYY):
4	When did the income stop? (DON'T ANSWER)	DON'T ANSWER
5	Is this enrollment input or a new resource?	(enrollment) 01 Enrollment input 02 New resource

EXAM

## IN5 Regular Rental Income [STOP]

**Fill out this form if self-employment income stops during the diaries**

**Self-employment:** The person may have been self-employed if one or more of the following apply:

- the person is running his/her own business with no other boss to report to
- the business may be either formal or informal, and the work may be full-time, part-time, or occasional.
- the person usually has more than one client
- the person has expenditures for which they are not reimbursed by the clients.

<b>Interviewer code</b>	
<b>Household code</b>	
<b>Name of person being interviewed (first name only)</b>	
<b>Interview Date (MM/DD/YYYY)</b>	

**If rental income is stopping, fill out the following section:**

1. First name of person doing self-employment	First name: _____
2. When did the income stop?	Date (MM/DD/YY): _____
3. Why did the income stop?	

## IN6: Agricultural income [START]

Fill out this form during the initial interview if a household has any income from agriculture or if income from agriculture starts during the diaries. Record each CROP separately.

**Agricultural Income:** The person earns an income from agriculture if the following conditions apply:

- The person sells crops or vegetables that they produce (like maize, beans, cassava, sorghum, vegetables, fruits) for a profit.
- The person pays for the costs of production, like seed, fertilizer, and labour (or does the labour him or herself or with help from family and friends for free).
- The person sells eggs, milk, cheese, etc. that he or she produces
- But, this does NOT include selling animals or land—that is an asset sale.

<b>Interviewer code</b>		
<b>Household code</b>		
<b>Name of person being interviewed (first name only)</b>		
<b>Interview Date (DD/MM/YYYY)</b>		
		(initial) 01 Initial input 02 New resource
1	Is this initial input or new resource?	
1	First name of person earning income?	First name: _____
2	What does this person produce for sale? [list as “ <b>identifier</b> ”—first question in database]	(Name of Crop or Product): _____
3	When did the person start receiving this income? [“ <b>start date</b> ”]	Date (DD/MM/YYYY): _____
4	When did the income stop? (DON'T ANSWER)	DON'T ANSWER
5	What does this person produce? Agricultural product (Choose only ONE per form)	(ag_prod) 01 Maize 02 Wheat, rice, or other grains 03 Beans or grams 04 Fruit (ex: mango, pineapple, banana, papaya, others) 05 Vegetables (ex: tomato, onion, skuma, potato, sweet potato, etc) 06 Tea 07 Coffee 08 Herbs and spices 09 Milk 10 Eggs 11 Non-food crops (sisal, cotton, tobacco) 12 Broilers or fish from fish pond/fish farming 13 Other animal product (NOT animal itself) Other Specify: _____
6	Is this crop intended for consumption, sale, or both?	01 = consumption →skip to 9 02 = consumption and selling 03=selling
7	Was this crop produced for any particular arrangement (i.e. a buyer has already been identified)?	01=Yes 02=No →skip to 9
8	If yes, briefly describe.	

9	Do you usually use any fertilizer for this crop?	01=Yes 02=No
10	Do you usually use insecticides for this crop?	01=Yes 02=No
11	How many hectares do you plant this crop on?	Hectares: _____
12	Did this person receive any income from this source in the past 14 days (or since my last visit)?	No → skip to next income source Yes

### **IN6: Agricultural income [STOP]**

Fill out this form if agricultural income stops during the diaries.

<b>Interviewer code</b>		
<b>Household code</b>		
<b>Name of person being interviewed (first name only)</b>		
<b>Interview Date (DD/MM/YYYY)</b>		
1	First name of person no longer earning regular employment income.	First name: _____
2	When did the income stop? [ <b>"end date"</b> ]	Date (DD/MM/YYYY): _____
3	What did this person stop producing? Agricultural product (Choose only ONE per form)	(ag_prod) 01 Maize 02 Wheat, rice, or other grains 03 Beans or grams 04 Fruit (ex: mango, pineapple, banana, papaya, others) 05 Vegetables (ex: tomato, onion, skuma, potato, sweet potato, etc.) 06 Tea 07 Coffee 08 Herbs and spices 09 Milk 10 Eggs 11 Non-food crops (sisal, cotton, tobacco) 12 Broilers or fish from fish pond/fish farming 13 Other animal product (NOT animal itself) Other Specify: _____
4	Why did the income stop?	(why_ag_stop) 01 Not profitable 02 Lack of labour 03 Lack of upfront capital for inputs and/or labour 04 Unfavourable growing conditions 05 High risk on production side 06 Volatile or unfavourable prices 07 End of contract 08 Health reasons Other Specify: _____

5

Provide any other notes or comments about the closure of this income source.

*Comments.*

EXAMPLE

## IN7: Other income-generating activity [START]

Fill out this form during the initial interview if a household has other income-generating activity or if other income-generating activity starts or stops during the diaries.

**Other Income-generating activity** includes activities such as:

- Bottle collection/recycling
- Recycling or reselling discarded items (besides bottles)
- Sale of non-asset personal possessions,
- Sale of crops, animals, or other food grown by the household
- Blood donation
- Sperm or egg donation,
- One-time lotto winnings
- One-time legal settlement
- Compensation for participation in surveys, studies, or focus groups

<b>Interviewer code</b>	
<b>Household code</b>	
<b>Name of person being interviewed (first name only)</b>	
<b>Interview Date (MM/DD/YYYY)</b>	

1	Is this initial input or new resources?	01: Initial input 02: New resource
2	Date income started or stopped	(MM/DD/YYYY) _____
3	First name of household member doing income-generating activity	First name: _____
4	Type of activity.	01=Bottle collection/recycling 02=Recycling or reselling discarded items (besides bottles) 03=Sale of non-asset personal possessions, 04=Sale of crops, animals, or other food grown by the household 05=Blood donation 06=Sperm or egg donation, 07=One-time lotto winnings 08=One-time legal settlement 09=Compensation for participation in surveys, studies, or focus groups

## IN7: Other income-generating activity [STOP]

Fill out this form during the initial interview if a household has other income-generating activity or if other income-generating activity starts or stops during the diaries.

**Other Income-generating activity** includes activities such as:

- Bottle collection/recycling

- Recycling or reselling discarded items (besides bottles)
- Sale of non-asset personal possessions,
- Sale of crops, animals, or other food grown by the household
- Blood donation
- Sperm or egg donation,
- One-time lotto winnings
- One-time legal settlement
- Compensation for participation in surveys, studies, or focus groups

<b>Interviewer code</b>	
<b>Household code</b>	
<b>Name of person being interviewed (first name only)</b>	
<b>Interview Date (MM/DD/YYYY)</b>	

1	First name of person receiving non-employment income. <i>If person is a child, enter the name of the child.</i>	First name: _____
2	When did the person stop receiving this income?	Date (MM/DD/YYYY): _____
3	Type of activity:	
4	Why did income stop?	01= It was one-time activity 02= It was not worth the effort 03= The opportunity was no longer available Other (specify): _____
5	Provide any other notes or comments about the closure of this income source.	Comments.

**RG: Resources given to non-household members [START]**

Fill out this form during the initial interview if a household is providing resources to non-household members or if resource provision starts or stops during the diaries.

Please **INCLUDE** help received both as in kind (goods or services) and as money.  
Do **NOT** include money that the respondent is only holding for someone or that is given as a loan.

<b>Interviewer code</b>		
<b>Household code</b>		
<b>Name of person being interviewed (first name only)</b>		
<b>Interview Date (MM/DD/YYYY)</b>		
1.	Is this initial input or a new resource?	01= Initial input 02= New resource
2.	First name of the person giving the resource	First name: _____
3.	Who are they giving resources to? [list as "identifier"- first question in database]	(name of receiver): _____
4.	Date resources giving started	Date (DD/MM/YY): _____
5.	How is the person receiving help from the household related to the person giving it? (If the help is being given by the household in general, how is the person receiving it related to the head of the household?)	01=Husband or wife 02= Unmarried partner 03= Ex-husband or ex-wife 04= Son or daughter 05=Parent (mother or father) 06= Sibling 07= Aunt or uncle 08= Other relative outside of household 09=Friend or neighbor 10. Other Specify: _____ 99. = Don't know
6.	Where does the person receiving help live?	01-in the community 02-in a neighboring village 03-in a nearby city 04-in a distant city 05-outside the country
7.	Are you giving you this help as money or as goods?	01=Money 02=In kind

**RG-OH: Resources given to non-household members [STOP]**

Fill out this form during the initial interview if a household is receiving resources from non-household members or if income received from non-household members starts or stops during the diaries.

Interviewer code

Household code

Name of person being interviewed  
(first name only)

Interview Date (MM/DD/YYYY)

If resources are no longer being given, fill out the following section.

- |    |  |                        |
|----|--|------------------------|
| 1. | First name of person giving resources                                  | First name: _____      |
| 2. | To whom does the person give resources?                                | Name: _____            |
| 3. | When did the giving of resources stop?<br>["end date"]                 | Date (MM/DD/YY): _____ |
| 4. | Provide any notes or comments about the closure of this income source. | Comments: _____        |

**RR-OH: Resources received from non-household members [START ]**

Fill out this form during the initial interview if a household is receiving resources from non-household members or if income received from non-household members starts or stops during the diaries.

<b>Interviewer code</b>	
<b>Household code</b>	
<b>Name of person being interviewed (first name only)</b>	
<b>Interview Date (MM/DD/YYYY)</b>	

Do friends, relatives, or other individuals living outside the household help the household out? That is, does anyone outside of the household send money to the household or provide the household with goods or services, including odd jobs around the house (such as fixing things or cooking food)? This form needs to be filled out for EACH PERSON who provides resources to the study household, whether these resources are money, goods or services.

Please INCLUDE help received both as in kind (goods or services) and as money.  
Do NOT include money that the respondent is only holding for someone or that is given as a loan.

1.	Is this initial input or a new resource?	01= Initial input 02= New resource
2.	First name of the person receiving the resource	First name: _____
3.	Who provides this resource? (List as "identifier" first question in database)	Name of sender: _____
4.	When did the person or household start receiving this income? ["start date"]	Date (DD/MM/YY): _____
5.	How is the person contributing to the household related to the person receiving the money, goods, or services?	01=Husband or wife 02= Unmarried partner 03= Ex-husband or ex-wife 04= Son or daughter 05=Parent (mother or father) 06= Sibling 07= Aunt or uncle 08= Other relative outside of household 09=Friend or neighbor 10. Other Specify: _____ 99. = Don't know
6.	Where does the sender live?	01-in the community 02-in a neighboring village 03-in a nearby city 04-in a distant city 05-outside the country
7.	Are they giving you this help as money or as goods?	01=Money 02=In kind

**RR-OH: Resources received from non-household members [STOP]**

Fill out this form during the initial interview if a household is receiving resources from non-household members or if income received from non-household members starts or stops during the diaries.

<b>Interviewer code</b>	
<b>Household code</b>	
<b>Name of person being interviewed (first name only)</b>	
<b>Interview Date (MM/DD/YYYY)</b>	

**If income is stopping, fill out the following section.**

5.	First name of person receiving resources	<i>First name:</i> _____
6.	From whom does the person receive income?	<i>Name:</i> _____
7.	When did the income stop? ["end date"]	<i>Date (MM/DD/YY):</i> _____
8.	Provide any notes or comments about the closure of this income source.	<i>Comments:</i> _____

EXAMPLE