**MODULE 4.3 – HANDOUT 3**

SAMPLE BUDGET TO COMPLETE 600, 30-MINUTE KAP SURVEYS IN 1 HEALTH ZONE

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Cost per unit** | | **Number required** | **Cost** |
| **Field supervisors (if not already part of your staff)** |  | | 2 |  |
| 5 days of data collection plus 2 additional days for training  and pilot testing |  | |  |  |
| daily pay x 7 days | $ | |  | $ |
| food x 7 days | $ | |  | $ |
| transportation x 7 days | $ | |  | $ |
|  |  | | **subtotal** | $ |
| **Data collectors** |  | | 12 |  |
| 12 data collectors [teams of 2] = 30 interviews per day [5 days of collection] |  | |  |  |
| 2 additional days for training (1 day) and final pilot testing (1 day) |  | |  |  |
| daily pay x 7 days | $ | |  | $ |
| food x 7 days | $ | |  | $ |
| transportation x 7 days | $ | |  | $ |
|  |  | | **subtotal** | $ |
| **Translators** |  | | 2 |  |
| 2 translators, 2 days [assuming the survey is no more than 35 questions, translated into two local languages; 1 day for translation, 1 day for review by volunteer native speaker] |  | |  |  |
| daily pay x 2 days | $ | |  | $ |
| food x 2 days | $ | |  | $ |
| transportation x 2 days | $ | |  | $ |
| **Office supplies,** printing and photocopying of materials | $ | | 300 | $ |
| **Or** |  | |  |  |
| **8 data collection tablets** (1 for each team, and 1 for each field supervisor) | $ | | 8 | $ |
| [This assumes that data collection training, field visits for planning data collection, creation of data collector field packets, and any programming of tablets or printing of surveys are done by regular staff and don't need to be contracted out.] |  | |  | **$0** |
|  |  | **Budget total** | | $ |