

Malaria Indicator Survey

Calculating the Cost of the Malaria Indicator Survey

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The following survey costing guide has been adapted from Chapter 2 of the United Nations Children’s Fund (UNICEF) *Multiple Indicator Cluster Survey (MICS) Manual*.

Costs for the survey will vary widely from country to country. This variability depends not only on currency and labour costs, but also on the degree to which one can reduce costs by using existing facilities. For example, you can achieve important savings by using government personnel for interviewing, employing public or government-provided transportation, obtaining free accommodations and meals for the survey team from local institutions, and so forth.

Table 1 contains a comprehensive checklist of expenditure items. Many of the items may not be applicable for particular countries. When applicable, the expenditure is described for a survey with five teams—each team consisting of four interviewers, a supervisor, and a driver—spending four weeks in the field. Three additional weeks, for training and the pilot study, are budgeted for supervisors and interviewers. Their accommodation costs cover the training period as well as the fieldwork because it is recommended that they be brought to a central location for all training.

The UNICEF MICS survey manual proposes a comprehensive costing framework to help standardize the process of figuring survey costs. The framework incorporates a breakdown of expenditures within each type of activity. It is intended to help national statistical offices identify activities needing donor support, and to be used by donors in deciding how to share costs.

This framework is shown in Tables 2 and 3. Using the standard categories provided (which can be expanded if desired), costs can be allocated to each type of activity involved in the survey process.

Table 1
Common Survey Budget Items and Approximate Estimates
for a Survey of 4,500 Households

Budget item	Basis for calculation
Personnel (salaries plus indirect costs)	
Consultants	variable
Field supervisors	5 supervisors x 8 weeks
Interviewers	20 interviewers x 8 weeks
Drivers	5 drivers x 4 weeks
Translators	variable
Local guides	5 guides x 4 weeks
Data entry clerks	4 clerks x 6 weeks
Data processing supervisor	1 supervisor x 6 weeks
Computer programmers	1 programmer x 8 weeks
Transportation	
Vehicle rental.....	5 cars x 4 weeks
Public transportation allowance (urban areas)	variable
Fuel	provision for 5 cars x 4 weeks
Contingency costs (repairs, ferries, etc.).....	variable
Consultant's visit	variable
Per diems (room and board)	
Field supervisors	5 supervisors x 8 weeks
Interviewers	20 interviewers x 8 weeks
Drivers	5 drivers x 4 weeks
Translators	variable
Local guides (meal allowance)	variable
Consumables	
Stationery (paper, pencils, pens, etc.).....	variable
Identification cards	variable
Envelopes for filing	120 envelopes
Computing supplies (paper, diskettes, ribbons, cartridges)	variable
Other costs	
Questionnaire and form printing	6,000 sets
Photocopies of maps, listings and instruction manuals.....	100 maps, etc.
Anaemia testing equipment.....	test kits
Communications (phone, fax, postage, etc.).....	variable
Report writing and printing	variable

Table 2
MIS Costing Framework:
Items Included in Cost and Activity Categories

Cost categories	Activity categories
<p><i>Personnel (salaries)</i> Consultants Field supervisors Interviewers/enumerators Drivers Translators Local guides Data entry clerks Computer programmers Overtime payments Incentive allowance Coordinating committee</p> <p><i>Per diem (room and board)</i> Field supervisors Interviewers/enumerators Drivers Translators Local guides (meal allowance) Consultants/monitors</p> <p><i>Transportation</i> Vehicle rental Public transportation allowance Fuel Maintenance costs Consultant visits</p> <p><i>Consumables</i> Stationery (papers, pencils, pens, etc.) Identification cards Envelopes for filing Computing supplies (paper, diskettes, ribbons, cartridges)</p> <p><i>Equipment</i> Anaemia testing Parasite testing</p> <p><i>Other costs</i> Printing (questionnaire, etc.) Photocopies of maps, listings, instruction manuals Equipment maintenance Communications (phone, fax, postage, etc.)</p>	<p><i>Preparation/sensitisation</i> Preparation of questionnaire Preparation of dummy tables Translation and back-translation Pre-testing of questionnaire Publicity before and after enumeration</p> <p><i>Pilot study</i> Training Data collection Data analysis Report on the pilot study</p> <p><i>Survey design and sample preparation</i> Planning Sample preparation</p> <p><i>Training</i> Preparation of training materials Translation into training language Implementation of training</p> <p><i>Main survey implementation</i> Implementation Monitoring and supervision Data retrieval</p> <p><i>Data input</i> Data entry Error checking</p> <p><i>Data processing and analysis</i> Data processing Data cleaning Indicator production Tables of analysis</p> <p><i>Report writing</i></p> <p><i>Dissemination and further analysis</i> Report printing Distribution Feedback meetings Further analysis</p>

Table 3
MIS Costing Framework

COST CATEGORIES	TOTAL COSTS	ACTIVITY CATEGORIES								
		Preparation/sensitisation	Pilot study	Survey design and sample preparation	Training	Main survey implementation	Data input	Data processing and analysis	Report writing	Dissemination and further analysis
Personnel										
Per diem										
Transportation										
Consumables										
Equipment										
Other costs										
TOTAL COSTS										
Implementing agencies (names)										

Supplementary details

1. **Sample size:** _____ **Number of households in cluster:** _____ **Number of clusters:** _____
2. **Number of field enumerators/supervisors** Enumerators: _____ Supervisors: _____
3. **Duration of training for enumerators (number of days):** _____
4. **Duration of enumeration (number of days):** _____
5. **Data entry/key strokes per questionnaire:** _____

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