

SUPPLEMENT TO THE KHDS INTERVIEWER MANUAL

**INSTRUCTIONS FOR RECORDING SCHOOLING EXPENDITURES
IN SECTION 5**

Introduction

There are four sets of questions in Section 5 where you may be asked to record information on schooling expenditures for a member of the household. They are:

1. Question 18 Expenditures by household members for the student's schooling, in the past 12 months
2. Questions 19-22 Value of sponsorships for the student in the past 12 months, by outside organizations.
3. Questions 23-25 Expenditures by persons outside the household for the student's schooling in the past 12 months.
4. Questions 26-28 Value of in-kind contributions to student's schooling from organizations in the past 12 months.

If a person (instead of an organization) gave the student a contribution in kind (for example, an uncle in Nairobi sent textbooks as a contribution), then you should record that information in questions 23-25, on individual contributions from outside the household.

No expenditure should be entered in more than one of these groups in Section 5. For example, you should never enter the same expenditure in questions 19-22 and in questions 26-28, both.

Instructions for completing questions 18 and 25

The schooling expenditures made by household members for the student are recorded in question 18. The schooling expenditures made by other persons on the student's behalf are recorded in question 25. In each of these questions, there are seven columns in which to record itemized expenditures, and an eighth column in which to record the total amount spent by household members in the past 12 months. The rules for recording information are as follows:

1. If you know the amount spent on an item, record it in the correct column (columns A - G).
2. If nothing was spent on an item, write 0.
3. If the respondent cannot provide itemized expenditure, include the non-itemized amount in the total (column H) and leave the columns for the items included as blank.
4. Always write a TOTAL amount in column H. This should be the sum of all items A-G and all other non-itemized amounts.
5. If there was an expenditure on an item but the respondent doesn't know the amount, write "DK" in the column. But this cannot be included in the TOTAL column, since the respondent doesn't know what the amount was.

EXAMPLE 1. The following expenditures were made on behalf of student with ID code 03 by household members in the last 12 months: 300/= for the UPE

fund; 2,000/= for a uniform; 3,200/= for books and school supplies; nothing for transportation to school; nothing for boarding and lodging; 8,000/= for school fees; and 5,000/= for extra tutoring. The answers to question 18 are:

A UPE fund?	B Uniforms/ sports cl	C Books/sch supplies	D Trans- port	E Board/ Lodging	F School fees	G Other	H TOTAL
300	2000	3200	0	0	8000	5000	18500

EXAMPLE 2. In another household, members have made schooling expenditures for a student who is member of the household: 300/= for the UPE, 8000/= for the school fees, and a total of 6500/= on uniforms and school supplies (they cannot itemize the 6500/=). The student lives at home, so the household paid no transportation or lodging/board for him or her. The answers to question 18 are:

A UPE fund?	B Uniforms/ sports cl	C Books/sch supplies	D Trans- port	E Board/ Lodging	F School fees	G Other	H TOTAL
300			0	0	8000	0	14800

EXAMPLE 3. In a third household, the head gave the student 15,500/= with which to pay for all school supplies, uniforms, etc. for the next school year. In this example, the respondent has not been able to itemize, so we write the total amount in column H.

A UPE fund?	B Uniforms/ sports cl	C Books/sch supplies	D Trans- port	E Board/ Lodging	F School fees	G Other	H TOTAL
							15500

Other places to record schooling expenditure

You should not count twice any expenditure within section 5 (the schooling section). However, there are other parts of the household questionnaire where you must record these expenditures again:

Cash sponsorships or in-kind contributions for schooling from an organization or institution (questions 19-22 and 26-29) should also be recorded in section 16, part C, "Receipt of Assistance" (page 59).

Expenditures by persons outside the household for the student's schooling should also be recorded as an incoming gift or loan for the

student in section 19, part A.

THESE ARE THE ONLY TWO PLACES WHERE YOU SHOULD RECORD EDUCATIONAL EXPENDITURES A SECOND TIME -- SECTIONS 16C AND 19A. The expenditures made by household members for the student's schooling are NOT recorded a second time. NO EXPENDITURES FOR SCHOOLING SHALL BE RECORDED IN SECTION 18A OR 18B.

EXAMPLES:

<u>Item</u>	<u>Where recorded:</u>
1. School uniform donated by Social Welfare Office	Section 5, questions 26-28 Section 16C, line 30
2. Contribution to UPE fund by uncle living in Dar	Section 5, questions 23-25 Section 19A
3. Exercise books paid for by a household member	Section 5, question 18C
4. School lunches contributed by World Vision	Section 5, questions 26-28 Section 16C, line 33
5. Textbooks purchased by a relative in Nairobi	Section 5, question 25C Section 19A