P4.S2.T2 Exit form

(To be adapted)

Survey to collect information of the selected beneficiaries at the end of the ME program.

Please fill out the following information as accurately as possible. When complete, please complete the information in the **ME database excel file**

Introduction

This is a template for the database of <name> project. Your responses are voluntary and will be confidential.

|  |  |  |
| --- | --- | --- |
| **A** | **Interviewer’s name** |  |
| **B** | Date of interview | Day |\_\_|\_\_| Month |\_\_|\_\_| Year |\_\_|\_\_| |

# Personal information

|  |  |  |  |
| --- | --- | --- | --- |
| **1.1.** | **Beneficiary Number** | |\_\_|\_\_|\_\_| | Please make sure you have checked and registered the Beneficiary number before proceeding to interview |

|  |  |  |
| --- | --- | --- |
| **1.2.** | **Name** | **First name** |\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_| **Family name** |\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_| |
| **1.3.** | **Current Address**  |  |
| **1.4.** | **Locality** |  | Rural o Urban o Peri-urban o  |
| **1.5.** | **Municipality** |  | **1.6.** | **District / Province / Region** |  |
| **1.7.** | **Phone number(s)**  |  |  |

# Household economy - income and expenditure

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2.1.** | **Main current source of HH** | ¨ Salary from employment¨ Self-employed (no ME supported by the project)¨ ME supported by the project ¨ Daily labor¨ Aid from international organizations/ NGO¨ Remittances from friends and family abroad¨ Personal savings¨ Loan from family and relatives ¨ Agriculture¨ Livestock¨ Family support¨ No income source | **2.2.** | **Second source of income of the HH** | ¨ Salary from employment¨ Self-employed (no ME supported by the project)¨ ME supported by the project¨ Daily labor¨ Aid from international organizations/ NGO¨ Remittances from friends and family abroad¨ Personal savings¨ Loan from family and relatives ¨ Agriculture¨ Livestock¨ Family support¨ No income source |

|  |  |  |
| --- | --- | --- |
| **2.3.** | **TOTAL expenditures last month for the HH** (food, hygiene items, healthcare/medicines, utilities (gas, fuel, water, electric, etc.), rent, education) | <CURRENCY> |\_\_|\_\_|\_\_|\_\_|\_\_|  |
| **2.4.** | **TOTAL income last month for the HH** (from all income sources: salary from employment, Self-employed, Daily labor, Aid from international organizations/ NGO, Remittances from friends and family abroad, Personal savings, Loans) | <CURRENCY> |\_\_|\_\_|\_\_|\_\_|\_\_|  |

|  |  |  |
| --- | --- | --- |
| **2.5.** | **Do you get remittance?** | ¨ Yes ¨ No |
|  | **2.5.1.** | **If YES, how much?** | <CURRENCY> |\_\_|\_\_|\_\_|\_\_|\_\_|  |
| **2.6.** | **Do you get enough income to cover your basic needs /expenditures?** | ¨ Yes ¨ No |
| **2.6.1.** | **If not, what food related coping mechanisms are you using?**Please, select all that apply | * Reduce the number of daily meals
* Reduce the size of portions during the meals
* Purchase of less appreciated products (with lower prices and/or lower nutritional value
* Reduction of meat / fish / eggs consumption
* Reduction of fresh vegetables consumption
* Consumption of wild products
* Borrowing food or other help from friends or relatives
* Reduce the amounts consumed by adults so that children eat more
* Reduce the amounts consumed by women and girls to the benefit of the man and children
* Don’t know
* No response
 |
| **2.6.2.** | **If not, what livelihoods related coping mechanisms are you using?** | * Selling goods (radio, furniture, refrigerator, television, jewellery, etc.) for food needs
* Sale of productive assets (tools, etc.)
* Selling means of transport (motorbike, etc.)
* Sale of breeding animals
* Sale of more animals (non-productive) than usual
* Sale of land
* Reduced planned expenses for agricultural inputs (seeds, fertilizers) and livestock to purchase food
* Consuming seed stocks that were to be saved for the next season
* Withdrawn children from school
* Reduced essential non-food expenses such as health, education
 |
| **2.7.** | **Do you have savings?** | ¨ Yes ¨ No |
|  | **2.7.1.** | **IF YES, how much?** | <CURRENCY> |\_\_|\_\_|\_\_|\_\_|\_\_|  |
| **2.8.** | **Do you have debts?** | ¨ Yes ¨ No |
|  | **2.8.1** | **IF YES, how much?** | <CURRENCY> |\_\_|\_\_|\_\_|\_\_|\_\_|  |
|  | **2.8.2** | **IF YES, from where?** |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **2B.7.** | **Work space available at this time**  | ¨ Yes ¨ No | **2.4.1**  | **If YES, month rent for workspace** | <CURRENCY> |\_\_|\_\_|\_\_|\_\_|\_\_| (In case there is no rent, mark CERO “0”  |
| **2B.8 Business training** ¨ Yes ¨ No  |
|  | **2B.8.1** | **From:** Day |\_\_|\_\_| Month |\_\_|\_\_| Year |\_\_|\_\_|**To:** Day |\_\_|\_\_| Month |\_\_|\_\_| Year |\_\_|\_\_| |
| **2B.9** | **Have you participated in any additional technical / skill upgrade training?** | ¨ Yes ¨ No  |
|  | **2B.9.1** | **If yes, which one?**  |  |
|  | **2B.9.2** | **What organization / training institution facilitated the training?** |  |
|  | **2B.9.3.** | **Dates** | **From:** Day |\_\_|\_\_| Month |\_\_|\_\_| Year |\_\_|\_\_|**To:** Day |\_\_|\_\_| Month |\_\_|\_\_| Year |\_\_|\_\_| |

# Microentrepreneurship information

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| --- | --- | --- |
| **3.1.** | **Business name**  |  |
| **3.5** | **What is the current status of the ME** |
|  | ¨ Not started  | ¨ Stopped | ¨ Partially running  | ¨ Fully running  |
|  | **3.5.1** | **If the ME is not fully running, explain why?** |
|  |  |  |
| **Profitability**  |
| **3.6** | **Review the project expenditures and earnings registers, and fill out the totals below for the last quarterly form. Calculate the net quarterly gain/loss by subtracting the expenditures from the earnings.** |
|  | **Quarterly income (selling)** <CURRENCY> | **Quarterly Expenditures to maintain/expand** the project <CURRENCY> |  | **Net quarterly profit** <CURRENCY> |
|  |  |\_\_|\_\_|\_\_|\_\_|\_\_| **-** |\_\_|\_\_|\_\_|\_\_|\_\_| | **=** | |\_\_|\_\_|\_\_|\_\_|\_\_| |
| **3.6.1** | **If the project had positive net gains, what did you use the income for?***Select only one option* |
|  | ¨ Invest in the project¨ Saving¨ Household Daily expenses | ¨ Pay debts¨ Invest and HH expenses¨ No income yet |
| **3.7.** | **Since the start of the business, have you hired any new staff/workers for it?** | ¨ Yes ¨ No |
|  | **5.3.1** | **If yes, how many?** | |\_\_|\_\_|\_\_|  |

# Economic resilience

|  |  |  |
| --- | --- | --- |
| **4.1** | **Do you feel you have enhanced your knowledge and skills after the project to deal with micro entrepreneurship (ME)?** | ¨ Yes¨ No I do not know. |
| **4.2** | **What type of income do you get from your ME?** | ¨ I have a regular income. ¨ I have occasional income.¨ I have assets but not yet income.¨ No income. |
| **4.3** | **Do you feel that you are more integrated in your community after the project?** | ¨ Yes, I have more support from the community.¨ Yes, there have been changes but not a lot.¨ No changes. No, my situation has worsened. |
| **4.3.1** | **If** No changes or my situation has worsened, why? |  |
| **4.4** | **Overall, do you feel socioeconomically stronger after participating in program activities?**  | ¨ Yes ¨ Yes, there have been changes in my economic situation but I need more time.¨ No changes. No, my situation has worsened |
| **4.4.1** | **Yes** No, my situation has worsened, why? |  |

# Comments & Observations

|  |  |
| --- | --- |
| **Additional comments** |  |

# Signature

¨ I hereby give my consent to <National Society> to collect, handle and store my personal data.

|  |
| --- |
| **First name** |\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_| **Family name** |\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_| |
| **Beneficiary’s signature** | **Date and place** |
| **First name** |\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_| **Family name** |\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_| |
| **Field Officer signature**  | **Date and place**  |