

THE INSTITUTE OF FINANCE MANAGEMENT
FACULTY OF INSURANCE AND SOCIAL PROTECTION
DEPARTMENT OF SOCIAL PROTECTION
BACHELOR OF SCIENCE IN SOCIAL PROTECTION (BSC. SP)
YEAR 3: 2016/2017

PROJECT WORK

The objectives of the project work

1. To conduct an independent study and write a project report
2. Demonstrate and improve personal skills, particularly on areas of time and work management, report writing and general presentation.
3. Integrate the material learnt throughout the academic period, by applying it to an open ended problem.

Supervisor's responsibilities

What is the role of the supervisor?

It is your report and not your supervisor's. They are there to provide academic guidance, to provide you with feedback on your progress and help you to make necessary changes and correction as your work progresses.

How does the supervision process work?

From the supervisor's point of view, different supervisors may have different approaches or philosophy about how frequently and to what degree they should intervene. Our experience suggests that the number of meetings between supervisor and the student varies from about 3 to 7. With e-mail and electronic interactions, appointments do not have to be face to face and some supervisors may give you detailed written comments and send these by email.

You can expect the following from your supervisor:

- Giving you a reasonable number of appointments at times suitable to both of you.
- Providing academic feedback on your work within a reasonable period of time. Such feedback can be in various forms depending on the supervisor's preference:
 - Verbal feedback and discussion during meetings or telephone
 - Annotated comments on draft chapters (either on hardcopy or on softcopy)
 - Summary written comments in the form of a note.
 - Relevant materials to be used by candidate and its sources
 - Structure of the report
- Reading the complete draft of your report before submission.

- Marking the final report.

QUESTION ONE:

Child Sensitive Social Protection;

UNICEF et al. (2009) has settled some key principles to make social protection “child-sensitive”, including: avoiding adverse impact on children; intervening as early as possible when children are at risk; addressing age specific vulnerabilities through a life-cycle approach; making ad-hoc provisions for children with specific vulnerabilities or belonging to specific groups; taking into account the mechanisms of intra-households dynamics; promoting legislative framework to protect children. Social assistance can be administered in the form of regular and predictable transfers (cash or in-kind) targeted to those within household that could better address children poverty in order to ensure access to basic social services, support access to healthcare, support families and promote employment, provide alternative care for children out of families, provide support to include children in education.

Question for Analysis: You are required to design a social assistance programme for children from chronically poor households from a selected area of your choice from the mainland or from Zanzibar.

SUGGESTED PROJECT STRUCTURE FOR QUESTION ONE *(See the pages below)*

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**FACULTY OF INSURANCE AND SOCIAL PROTECTION
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YEAR II 2016/2017**

A PROJECT REPORT BASED ON XXXXXXXXXXXXXXXXXXXX

NAME : XXXXXXXX
REG. NO : XXXXXXXX
ACADEMIC YEAR XXXXXXXX
SUPERVISOR: XXXXXXXX
SUBMISSION DATE: XXXXXXXX

TITLE – should appear on both cover pages (outer & inner cover) of the report document.

PRELIMINARY PAGES

- **Acknowledgement** (Maximum of Three Brief Paragraphs)
- **Dedication** (Only one sentence is good enough, or at most two)
- **List of Acronyms** (if any)
- **List of Tables & Figures** (if any)
- **List of Acronyms** (if any)
- **Executive summary** (half page only)
- **Table of contents** (1 page only)

CHAPTER 1: INTRODUCTION (about 2 pages only).

- 1.1 The Objective of the Project Work & Why a specific focus on children?
(Provide some statistics as supporting evidence for your reasons).
- 1.2 What are the expected gains/returns as a result of this intervention?
- 1.3 What are the types of child vulnerabilities and deprivation exist in your country case, i.e., Tanzania? (see; DHS, 2010).
- 1.4 What kind of social protection instruments (i.e. benefit transfers) are appropriate or beneficial for children?
- 1.5 Organization of the Report

CHAPTER 2: LITERATURE REVIEW (*Review different literature in relation to*): (Up to 4 pages)

2.1 Review of Theories and Concepts

- Defining Social Protection (from at least two distinct perspectives)
- Definitions & Description of concepts relating to the project design

2.2 Some Best Practice Experiences

- Present (in this chapter) at least two examples of best practices that are related to the project you are going to design in the next chapters.

CHAPTER 3: THE PROGRAMME DESIGN (up to 4 pages only)

This chapter explains the methodology of designing the child sensitive social protection programme, in this case the social assistance programme. The design elements should answer the question “*How?*” In the course of designing a social assistance programme, the design, implementation and evaluation elements should include the following;

3.1 Objective(s) of the program

3.2 Targeting: criteria and mechanism (entry & exit)

3.3 Conditionality: without being too soft or harsh

3.4 Financing: sources, transfer amount & costing, payment mechanism

3.5 Implementation set-up: which Ministry in charge, contracting out?

3.6 Issues of Affordability, Sustainability & Fiscal Space

3.7 Expected Outcomes

3.8 Monitoring & evaluation framework

CHAPTER 4: CONCLUSION AND RECOMMENDATIONS (1 page only)

Try to direct your conclusion in explaining the importance of social assistance or social safety net programmes. Make it brief – about three short paragraphs – revealing clearly in your description that you do understand the concept you are writing about, not simply writing for the sake of it. Your recommendation should analytically show that if certain political, administrative, institutional and fiscal barriers are successfully overcome, any country- no matter how poor- can still afford a minimum floor of social protection for its socially and economically most vulnerable people.

REFERENCES – (1 page only or less)

You are required to use books, articles, journals, financial reports or policy documents in hard copy or electronic version or information from the National Bureau of Statistics (NBS), Ministry of Finance, Ministry of Labour, SSRA, ILO, OECD and any other official dataset or statistics to support your work where necessary. APA referencing style should be applied within the contents as well as the REFERENCES.

APPENDICES

Note 1:

Total Number of Written Pages = approx. 15 pages.

Note 2:

Students should make proper citations and avoid making false assumptions or using fake or outdated data in their analysis, and; in the strictest sense, avoid plagiarism at all stages of development of their academic paper.

ADDITIONAL NOTES:

REFERENCE/ BIBLIOGRAPHY

- Use either reference or bibliography as your heading for this section. In both cases, make sure that you discuss with your supervisor and agree on which term to use.
- Adhere to the alphabetical order i.e. different entries should be arranged in alphabetical order by the surname of the first author. Each entry starts with a hanging indent and **1.5 lines spacing** between.
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APPENDICES

- Attach all supporting files/materials you used in your project, if any.

Formatting

Font; Times New Roman, size 12.0

Line spacing 1.5

Alignment: Justified both left and right.

Headings: chapter heading print size **16 in bold** typeface. Sub heading print size **14 in bold** typeface.

Word length: your report should not **exceed 5,000 words**

Binding: One hand bounded of the Project work report is to be collected in the **December 2017**.
Specific date to be notifies/communicated.

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- ✓ You are advised to plan your work carefully and back-up your work using different storage devices in order to avoid problems as a result of computer crash, virus attack or any other reason. Computing and printing problems will NOT be accepted as reasons for non-submission.
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QUESTION TWO:

Towards Universal Social Protection of the Most Vulnerable

Universal coverage and access to social protection are central to ending poverty and boosting shared prosperity, the World Bank's twin goals by 2030. Universal social protection coverage is at the core of the ILO's mandate, guided by ILO social security standards including the Social Protection Floors Recommendation, No. 202, adopted by 185 states in 2012. Many countries have embarked in expanding social protection coverage and are reporting significant progress. Since the 2000s, universality has re-entered the development agenda. First it was education: universal primary education became a Millennium Development Goal in 2000. Then it was health: in December 2013, the World Bank and WHO committed to universal health coverage. Now it is time for universal social protection. For the World Bank and the ILO, universal social protection refers to the integrated set of policies designed to ensure income security and support to all people across the life cycle – paying particular attention to the poor and the vulnerable. Anyone who needs social protection should be able to access it. Universal social protection includes adequate cash transfers for all who need it, especially: children; benefits/support for people of working age in case of maternity, disability, work injury or for those without jobs; and pensions for all older persons. This protection can be provided through social insurance, tax-funded social benefits, social assistance services, public works programs and other schemes guaranteeing basic income security.

Question for Analysis:

You are required to write an academic project report clearly presenting your thoughts and the need for and practicability of a nationally defined floor of social protection for your native country aiming broadly at extending social security coverage to the broad majority of the population who are not adequately covered who are extremely vulnerable to life cycle risks, livelihood shocks and poverty. To make your report easier to understand and implement by the relevant authorities as a social protection policy strategy, it should be structured as follows;

SUGGESTED PROJECT STRUCTURE FOR QUESTION ONE

(See the pages below)

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CHAPTER 1: INTRODUCTION (about 2 pages)

- 1.1 Brief Geographic, Demographic & Economic Context of Your Country (write in three very short paragraphs)
- 1.2 Brief Overview of Social Security Coverage in Your Country
- 1.3 Why the Need to Provide Social Protection?
- 1.4 Why Support Universal Social Protection?

CHAPTER 2: LITERATURE REVIEW (*Review different literature in relation to*): (Up to 4 pages)

- 2.1 Meaning, Types and Characteristics of Universal Social Protection Coverage;
 - 1.1 Global Universal Social Protection Coverage Today
 - 1.2 How Universal Benefits are Designed or Regulated and Financed (use any international standards from the ILO; EU;UN or OECD that explain these instruments)
 - 1.3 Background to the Concept of SPF; Meaning & Origin. Explain also what difference it makes, if any, to have a recommendation for the SPF (R.202) and the minimum standard convention (C.102) both addressing social security benefits at the same time.
 - 1.4 Two Best Practices or Experiences of Universal Social Protection Coverage, one from Sub-saharan Africa & another from Asia or Latin America.

CHAPTER 3: FINDINGS AND DISCUSSION OF THE RESULTS (Up to 4 pages)

- 3.1 Briefly present any existing legislation, policies that address the issue of universal benefits in your country (*You will need to explain very briefly all the relevant sections of the act or policy, if any*).
- 3.2 With relevant examples, briefly explain why or how a nationally defined floor of social protection for your country could be the appropriate path towards universal social protection.
- 3.3 Briefly present the sources of financing social protection, then clearly identify which of them are relevant in the context of financing SPFs for your country. With evidence from your country's own experience or other countries' experiences explain why or why not the cost of financing the envisaged SPF is going to be affordable and sustainable.
- 3.4 Challenges for extending social protection coverage for all in your country.

CHAPTER 4: CONCLUSION AND RECOMMENDATIONS (1 page only)

Try to direct your conclusion in explaining the importance of universal social protection in the Post 2015 Development Agenda. Make it brief – about three short paragraphs – revealing clearly in your description that you do understand the concept you are writing about, not simply writing for the sake of it. Your recommendation should analytically show that if certain political, administrative, institutional and fiscal barriers are successfully overcome, any country- no matter how poor- can still afford a minimum floor of social protection for its socially and economically most vulnerable people.

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NOTE:

Presentation Layout/Format

- Each chapter should begin on a fresh page.
- Write on only one side of the page using “Times New Roman” font selection with 1.5 lines and 2.0 paragraphs spacing, respectively.
- Font size should be twelve (12) for body text, headings size 16, and subheadings size 14, respectively.
- Margins at least top “0.78”, right “0.98”, and left “1.58,” or use the size in cm depending on your computer operating system(s).
- Page numbers should be centered at the bottom of the page, using Roman numbers for the preliminary pages, and English numbers for all the chapter pages.
- Text should be justified left and right.
- The entire report (as starting from chapter one) should be no less than or exceed a total of 15 pages.
- Other arising matters will be settled by the supervisor(s) as they see fit.

ADDITIONAL NOTES:

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END