SOCIAL PROTECTION CASH PLUS MIS SYSTEMS
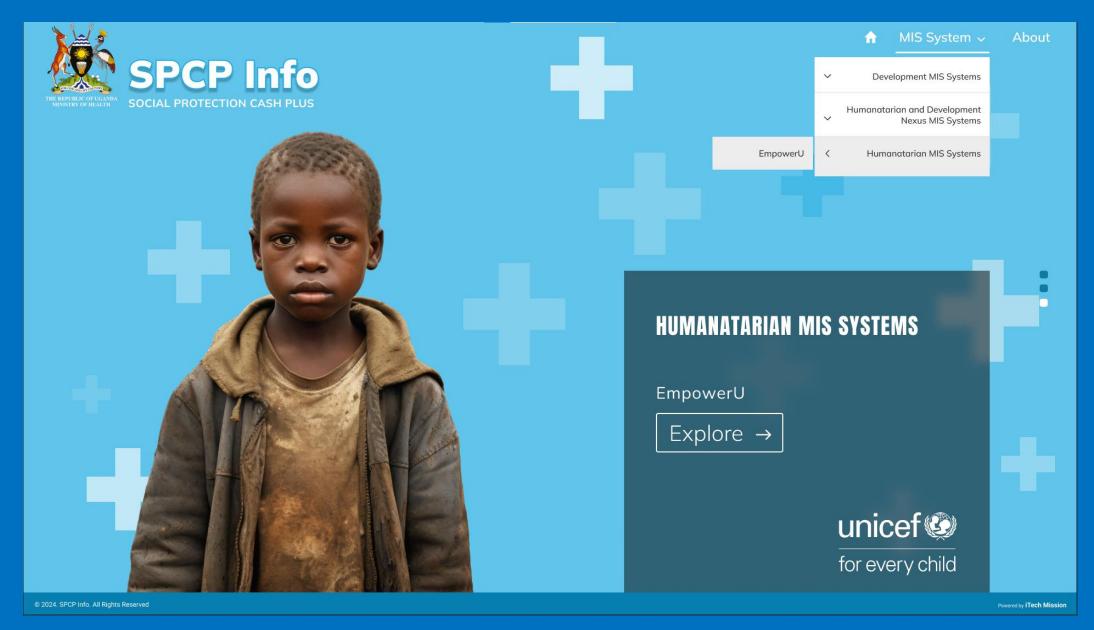
Humanitarian Cash Transfer

- EmpowerU MIS

Humanitarian-Development Nexus

- G4DU MIS
- PROSPECTS MIS
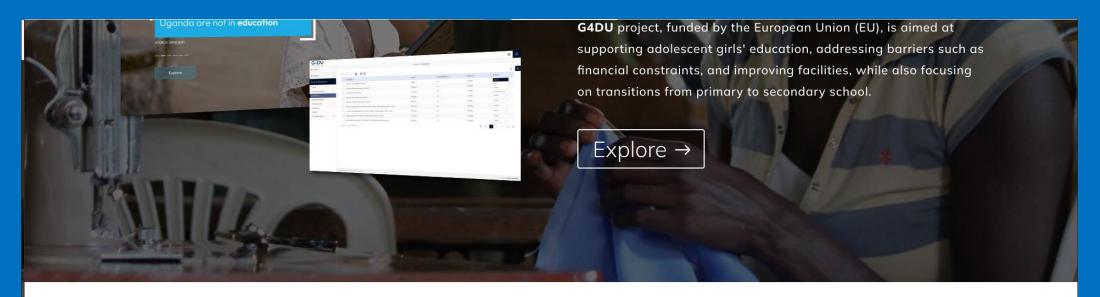
Development Cash Transfer

- GEG MIS

SOCIAL PROTECTION CASH PLUS INTEGRATED MIS

SOCIAL PROTECTION CASH PLUS INTEGRATED MIS

G4DU project, funded by the European Union (EU), is aimed at supporting adolescent girls' education, addressing barriers such as financial constraints, and improving facilities, while also focusing on transitions from primary to secondary school.

Explore →

Partners

| Ministry of Gender Labour & Social Development | Office of Prime Minister | Kampala Capital City Authority |

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unicef for every child

THE REPUBLIC OF UGANDA
MINISTRY OF HEALTH

DEVELOPMENT MIS SYSTEMS

Girls Empowering Girls (GEG)

HUMANATARIAN AND DEVELOPMENT NEXUS MIS SYSTEMS

Gender 4 Development Uganda
PROSPECTS

HUMANATARIAN MIS SYSTEMS

EmpowerU

Powered by **iTech Mission**

WORK PLAN

Information Gathering

1. Project Plan
2. Information Gathering Templates
3. Business Requirements

4

Design Wireframes

1. Design Wireframes
2. Brand Identity
3. Responsive Design
4. Cross-browser UI Development

Database Development

1. Data Structure
2. Data Templates
3. Master Lists
4. Sample Data

WORK PLAN

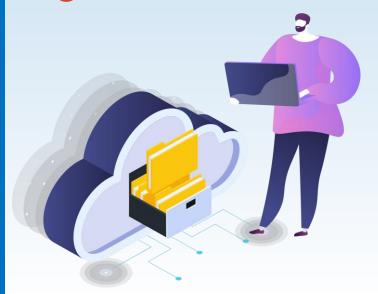## Software Development

1. GIT Repository, CI/CD
2. REST APIs
3. Backend Application
4. Frontend Application

Data Migration

1. Data Migration Strategy
2. Import Templates
3. Rules and Validations
4. Verify Data

Documentation

1. Inception Report
2. Software Requirement Specification
3. User Manuals
4. Product Document

WORK PLAN

Web Deployment

1 Staging Server

2 Production Server

3 Security Testing

4 Deployment Guide

3

User Acceptance Test

1 Use Cases

2 Test Plan

3 Issues Reporting Template

4 Bug Fixing

Capacity Building

1 Training Materials

2 Workbook Exercises

3 Training Workshop

4 Quiz

TASKS LIST

01	**Branding Guidelines**
02	**System Modules**
03	**Registration Process**
04	**Sample Data**
05	**Eligibility Criteria**
06	**Cash Transfer Process**
07	**Services Process Flow**
08	**Roles and Permissions**

01. BRANDING GUIDELINES

- ✓ Logo Files – Type and Size
- ✓ Colour Palette
- ✓ Typography
- ✓ Imagery Style
- ✓ Tone of Voice
- ✓ Graphic Elements

02. SYSTEM MODULES

User Interface

- Home Page
- Information Kiosk
- Login
- Pre-registration
- Beneficiary
- Cash Transfer
- Referrals
- Grievances / Complaints

Admin

- Access Control
- Cohort/Program Cycle
- Area
- Classification
- Import Logs
- Reports

03. REGISTRATION PROCESS

#	Column Name	Type	Question	Rules	Mandatory	Unique Column (s)	Remarks
1	S No	Numeric	Serial number	Auto generate sequence number	Yes		Sample field
2	Category	Single Choice	Select a category	In School, Out of School	Yes		Sample field
3	Name	Text	Enter name	upto 200 characters	Yes		Sample field
4	DOB	Date	Enter date of birth	Show calendar	No		Sample field
5	Age	Numeric	Enter Age	2 digit between 10 to 18 (when DOB is entered)	Yes		Sample field
6	Division	Text	Select location	Category In-School - Show Division and School Category Out-of-School - Show Division, Parish, Village	Yes		Sample field
7	Parish	Text	Select location	Category In-School - Show Division and School Category Out-of-School - Show Division, Parish, Village	No		Sample field
8	School	Text	Select location	Category In-School - Show Division and School Category Out-of-School - Show Division, Parish, Village	No		Sample field
9	Village	Text	Select location	Category In-School - Show Division and School Category Out-of-School - Show Division, Parish, Village	No		Sample field
10	SchoolStatus	Single Choice	Have you even been to school?	Yes, No | Only ask this question if category is out of school	Yes		Sample field
11	YearDropped	Year	Which year the girl dropped out of school?	Only ask this question when answer of element 7 is Yes?	No		Sample field
12	CaretakerName	Text	Enter name of caretaker	upto 200 characters	Yes		Sample field
13	CaretakerContact	Numeric	Enter contact number of caretaker	10 digits	Yes		Sample field
14	Vulnerability	Multiple choice	Select the vulnerabilities (multi selection)	Child mother, Pregnant,with Disability	No		Sample field

04. SAMPLE DATA

S/N	Name of Adolescent	Sex	Age	Date of Birth	Village of origin	Parish	Sub county	Village of campaign	Nationality	Contact for adolescent	NIN Number	Level of Education	Names of Father / Guardian	Occupation	Contacts	Names of Mother / Guardian	Occupation	Contacts	Total number of children in the HHs	Skilling Course Enrolled	Name of Institution enrolled	Start date of skilling	End date of skilling	Course has been certified
1	SNo	Numeric	Serial number	Auto generate sequence number	Yes		Sample field																	
2	Category	Single Choice	Select a category	In School, Out of School	Yes		Sample field																	
3	Name	Text	Enter name	upto 200 characters	Yes		Sample field																	
4	DOB	Date	Enter date of birth	Show calendar	No		Sample field																	
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8	School	Text	Select location	Category In-School - Show Division and School Category Out-of-School - Show Division, Parish, Village	No		Sample field																	
9	Village	Text	Select location	Category In-School - Show Division and School Category Out-of-School - Show Division, Parish, Village	No		Sample field																	
10	School Status	Single Choice	Have you even been to school?	Yes, No | Only ask this question if category is out of school	Yes		Sample field																	

05. ELIGIBILITY CRITERIA

- ✓ Approved

- ✓ Active Status

- ✓ Attended 50% Mentoring Sessions

- ✓ No Open Caretaker Grievance

06. CASH TRANSFER PROCESS

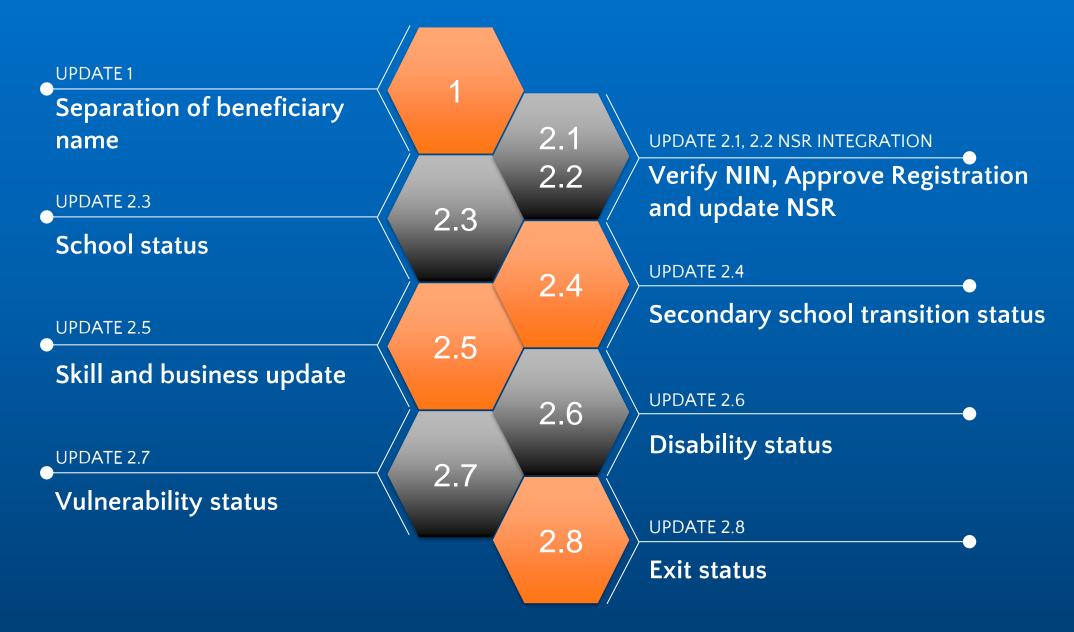| #	Eligible	First Verification	Second Verification	Approval	Payment
Admin	☐	☐	☐	☐	☐
Program Coordinator	☐	☐	☐	☐	☐
Lead Partner	☐	☐	☐	☐	☐
Program Manager	☐	☐	☐	☐	☐
Program Officer	☐	☐	☐	☐	☐

07. SERVICES PROCESS FLOW

- ✓ **Mentoring Module**

- ✓ **Post Distribution Monitoring Module**

- ✓ **Referral Module**
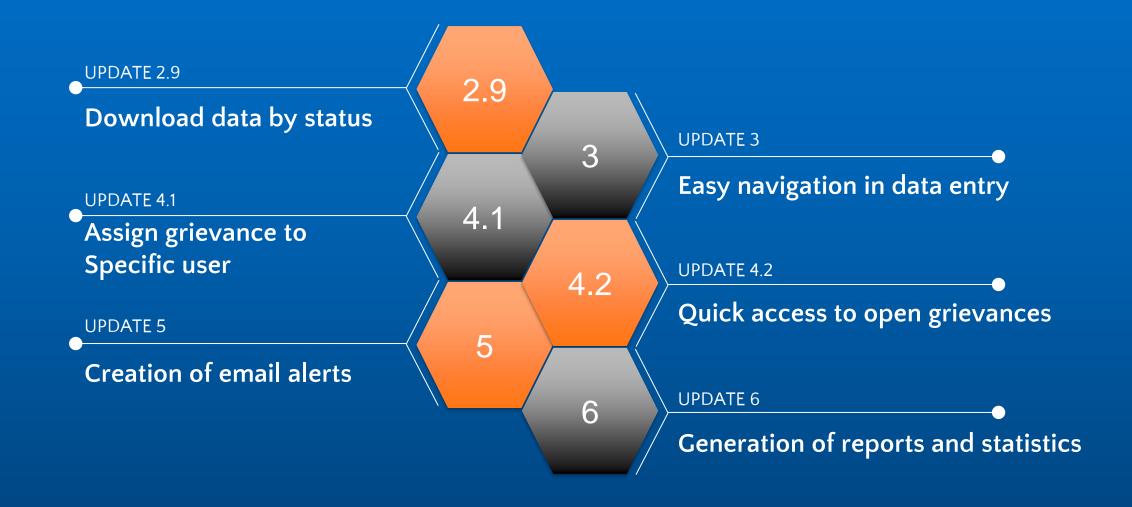
- ✓ **Grievance Module**

08. ROLES AND PERMISSIONS

Role	At a Glance (Dashboard)	Pre-registration	Registration	Mentoring	Referral	Grievance	Cash Transfer	Admin	Reports
Administrator	☐	☐	☐	☐	☐	☐	☐	☐	☐
Partner	☐	☐	☐	☐	☐	☐	☐	☐	☐
Lead Mentor	☐	☐	☐	☐	☐	☐	☐	☐	☐
Peer Mentor	☐	☐	☐	☐	☐	☐	☐	☐	☐
Program Officer	☐	☐	☐	☐	☐	☐	☐	☐	☐
Program Manager	☐	☐	☐	☐	☐	☐	☐	☐	☐
Program Co-ordinator	☐	☐	☐	☐	☐	☐	☐	☐	☐
Lead Partner	☐	☐	☐	☐	☐	☐	☐	☐	☐

GEG MIS UPDATES

BUSINESS REQUIREMENTS

UPDATE 1

Separation of beneficiary name

UPDATE 2.3

School status

UPDATE 2.5

Skill and business update

UPDATE 2.7

Vulnerability status

1

2.1
2.2

UPDATE 2.1, 2.2 NSR INTEGRATION

Verify NIN, Approve Registration and update NSR

2.3

2.4

UPDATE 2.4

Secondary school transition status

2.5

2.6

UPDATE 2.6

Disability status

2.7

2.8

UPDATE 2.8

Exit status

BUSINESS REQUIREMENTS

UPDATE 2.9

Download data by status

UPDATE 4.1

Assign grievance to Specific user

UPDATE 5

Creation of email alerts

2.9

3

4.1

4.2

5

6

UPDATE 3

Easy navigation in data entry

UPDATE 4.2

Quick access to open grievances

UPDATE 6

Generation of reports and statistics

EmpowerU MIS SYSTEM

BUSINESS REQUIREMENTS

UPDATE 1

Separation of beneficiary name

UPDATE 2.3

School status

UPDATE 2.5

Skill and business update

UPDATE 2.7

Vulnerability status

1

2.1
2.2

2.3

2.4

2.5

2.6

2.7

2.8

UPDATE 2.1, 2.2 NSR INTEGRATION

Verify NIN, Approve Registration and update NSR

UPDATE 2.4

Secondary school transition status

UPDATE 2.6

Disability status

UPDATE 2.8

Exit status

BUSINESS REQUIREMENTS

BR 2.1

Login interface

BR 2.2

Data entry

BR 2.3

Workflow process

BR 2.4

Tracking

BR 2.5

Data visualization

BR 2.6

Reporting

2.1

2.2

2.3

2.4
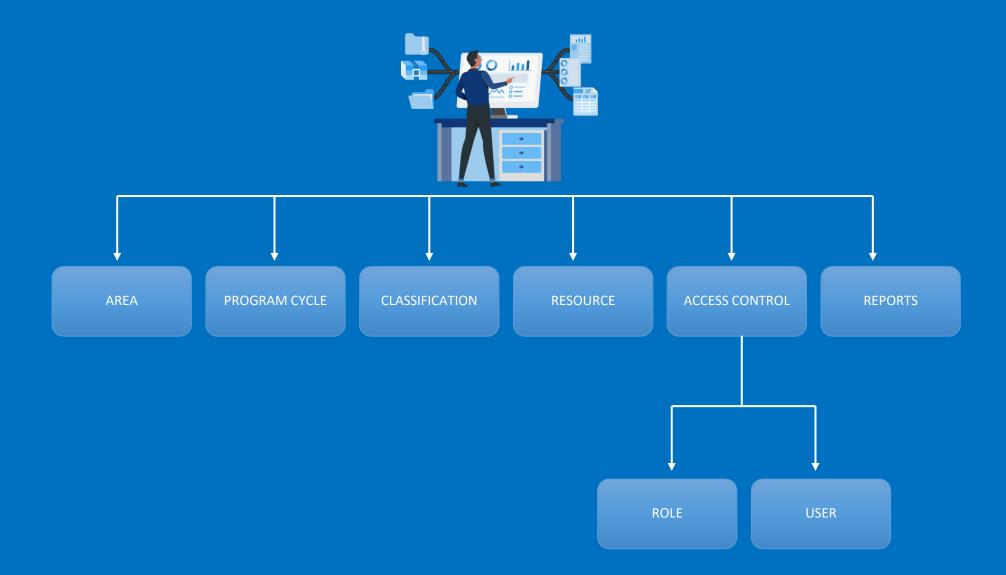
2.5

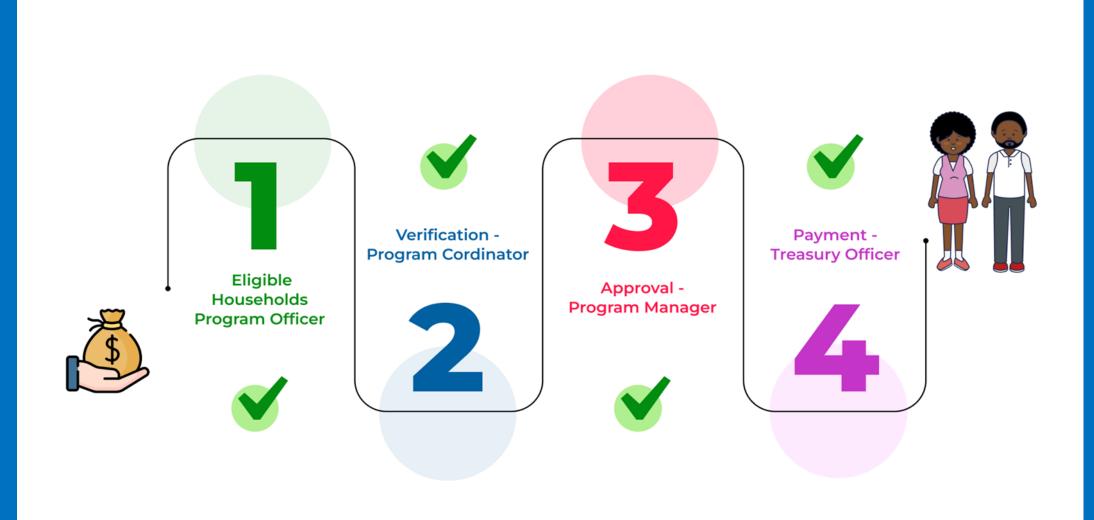2.6

MIS SYSTEM APPLICATIONS

EmpowerU Cash+

USER INTERFACE

ADMIN

HOME

ABOUT Us

INFORMATION KIOSK

CONTACT

AT A GLANCE

LOGIN

IMPORT LOG

REGISTRATION

CASH TRANSFER

Post Distribution Monitoring

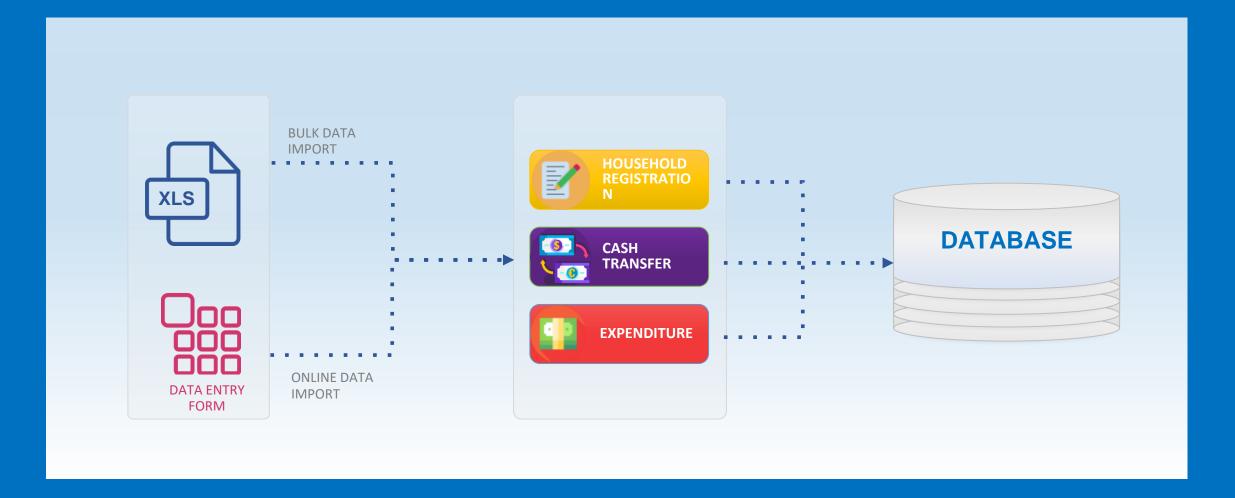# CASH TRANSFER PROCESS

PROSPECTS MIS SYSTEM
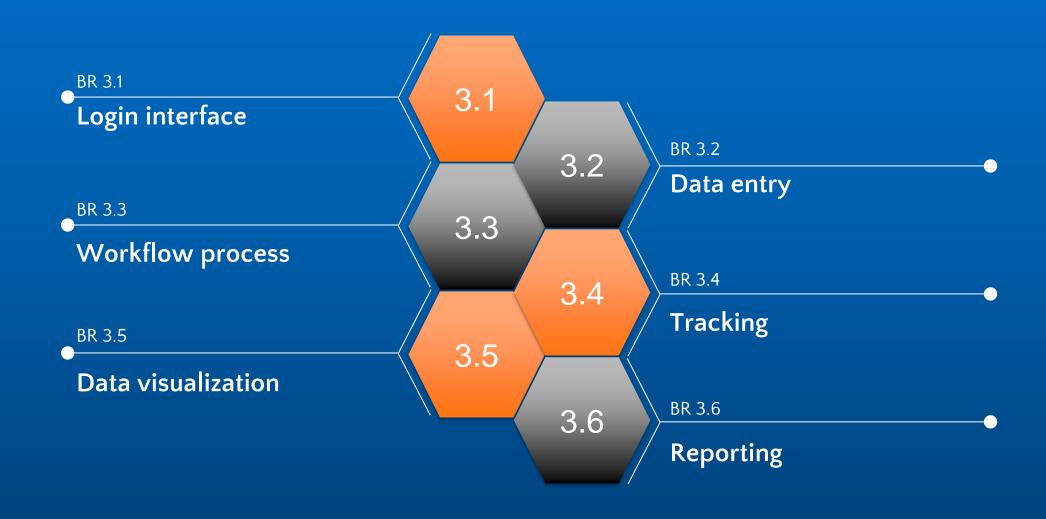
BUSINESS REQUIREMENTS

BR 3.1
Login interface

BR 3.2
Data entry

BR 3.3
Workflow process

BR 3.4
Tracking

BR 3.5
Data visualization

BR 3.6
Reporting

3.1

3.2

3.3

3.4

3.5

3.6

G4DU MIS SYSTEM

BUSINESS REQUIREMENTS

BR 4.1

Login interface

BR 4.2

Data entry

BR 4.3

Workflow process

BR 4.4

Tracking

BR 4.5

Data visualization

BR 4.6

Reporting

4.1

4.2

4.3

4.4

4.5

4.6

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