



IATI Implementation Schedule for:

Lepra

IATI Organisation Identifier:

GB-CHC-213251

(Click on hyperlink above for more information on IATI Organisation Identifiers)

Version:

1

Date:

12/12/2013

1. When will data be published?

Timetable and frequency of publication		
Which organisations/agencies/programmes will your IATI data cover? (What % of your total development flows does this cover? What is missing?)		
<i>Percentage of total budget / ODA</i>	<i>Narrative</i>	
100%	Initially we will publish all projects funded by UK income. For full implementation we will include in-country income. Core support costs will be published as separate activities as these are not usually included under projects.	
Overall timetable for publication (Provide a date for when these organisations will publish (a) an initial (incomplete) set of IATI data and (b) full IATI implementation)		
<i>Date of initial implementation</i>	<i>Date of full implementation</i>	<i>Narrative</i>
Apr-14	Apr-15	a) Initial publication covering projects funded by income in the UK will be completed by April 2014 b) Full IATI implementation to cover all projects in the organisation will be completed by April 2015
Timeliness and frequency of publication (How soon after data is captured and available internally will data be published? How frequently will data be published?)		
<i>Frequency of publication</i>	<i>Timeliness of publication</i>	<i>Narrative</i>
Quarterly	2 months in arrears	Data will be updated quarterly within 6 weeks in arrears.
How early in lifecycle will activity details be published? (Will activity details be published during the pipeline/identification stage or not until they are approved and in the implementation stage)		

<i>Lifecycle status at publication</i>	<i>Narrative</i>
Implementation	Projects will be published once work has commenced and the first transactions taken place.
Data quality status (Do you want to identify the status of the quality/audit/statistical verification of data that is published in registry? Please indicate whether you anticipate doing this, and the likely timing of moving from unverified data to verified data)	
<i>Data quality</i>	<i>Narrative</i>
Unverified	We will be updating data quarterly it will therefore be verified internally not verified by audit.
Approach to publication (Please outline what staff and system resources are being made available to implement IATI, any relevant organisational structures e.g. working groups, and who is leading on IATI implementation)	
<i>System resource</i>	<i>Narrative</i>
Manual capture through an online tool (web entry platform)	We will initially use Aidstream to capture and publish our data in the IATI format and have formed a working group of finance, programmes and IT staff to manage this process. Programmes staff will be responsible for leading the process and data entry. Finance staff will provide and verify data.
Other notes	

2. What are the exclusions from publication?

Exceptions and constraints: general rules that exclude activities from being published. *Any specific data item exclusions should be listed in the data tables (Organisation data tab and Activity data tab).*

Thresholds *(are there any thresholds on the value of activities or transactions to be published. Please specify what the general threshold limits are for*

We will aggregate all expenditure transactions for directly implemented projects under budget lines within the project activity.

Exclusions *(Please identify any rules for excluding data or information that will either be applied automatically or used as a basis to manually exclude*

Salaries will always be aggregated into one transaction. We will not exclude any other data.

Any general issues or other constraints

3. How will data be published?

Information for prospective users of information

Licensing (Under which license will data be published: public domain or attribution? If the license does not meet the IATI standard please specify why. Please state whether you intend to use the IATI authorised license or another)

Licence type

Narrative

Attribution-only	
Definition of an activity and multi-level activities (How is an activity defined e.g. projects and programmes, or some other structure? Do you have multi-tiered project structures e.g. projects and sub-projects or components? At which level do you intend to publish details (e.g. transactions)?)	
<i>Multi-level activities reported?</i>	<i>Narrative</i>
No	All data will be published at the project level
Segmenting data for publication (The recommendation is to publish data segmented by country i.e. one data file for each country. Duplicate project data must not exist within different files, so projects targeting multiple countries or regional/worldwide by nature should be held within a non-country specific file(s). Is this a practical suggestion for your programme? How many projects are not specific to one country and what non-country files best suit your programme?)	
<i>Segmentation</i>	<i>Narrative</i>
By country / region	We will publish data by country for Bangladesh and by state for India projects
Do you intend to provide a user interface in addition to raw (XML) IATI data? (Will IATI data be accessible for end users through an existing or a new user interface on your website? [Note: this is not an IATI requirement])	
<i>User interface?</i>	<i>Narrative</i>
No	Initially we will not consider creating a user interface

Organisation

Note: definitions and code lists can be found at:
<http://iatistandard.org/organisation-standard>

Note: For further information or support please go to the Knowledge Base:
<http://support.iatistandard.org/forums>

Information Area	Status	Publication date	Exclusions & Thresholds	Exclusion category	Data provider definition	Publication notes
Annual forward planning budget data for agency	Fully compliant	Apr-14		n/a (No exclusions)	Annual budget covering the whole organisation	Updated annually
Annual forward planning budget for funded institutions	Unable to publish			a) Not applicable to organisation		
Annual forward planning budget data for countries	Fully compliant	Apr-14		n/a (No exclusions)	Annual budget covering country programmes	Updated annually
Organisation documents	Future publication	Apr-14	Organisation strategy and India country strategy published April 2014. Bangladesh strategy to be published from April 2015	n/a (No exclusions)	Organisation strategy and country strategies	Updated at strategy review

Activities

Note: definitions and code lists can be found at:

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Information Area	Status	Publication date	Exclusions & Thresholds	Exclusion category	Data provider definition	Publication notes
Identification						
Reporting Organisation	Fully compliant	Apr-14		n/a (No exclusions)	Organisation information	
IATI activity identifier	Fully compliant	Apr-14		n/a (No exclusions)	Project number	
Other activity identifiers	Unable to publish			a) Not applicable to organisation		
Basic Activity Information						
Activity Title (Agency language)	Fully compliant	Apr-14		n/a (No exclusions)	Project title	
Activity Title (Recipient language)	Unable to publish			a) Not applicable to organisation		
Activity Description (Agency language)	Fully compliant	Apr-14		n/a (No exclusions)	Project summary	
Activity Description (Recipient language)	Unable to publish			a) Not applicable to organisation		
Activity Status	Fully compliant	Apr-14		n/a (No exclusions)	Whether the project is being implemented or is closed	
Activity Dates (Start Date)	Fully compliant				Project start date	

Activity Dates (End Date)	Partially compliant	Apr-14		d) Other	Project end date	Some core funded service delivery projects do not have specified end dates and are reviewed on an annual basis
Activity Contacts	Partially compliant	Apr-14		b) A non-disclosure policy	Contact details	Contact details will include general contact email address and website address. No specific staff names or contact details will be published
Participating Organisation (Funding)	Fully compliant	Apr-14			Funding source/donor	
Participating Organisation (Extending)	Unable to publish			a) Not applicable to organisation		
Participating Organisation (Implementing)	Fully compliant	Apr-14			Implementing organisation	
Participating Organisation (Accountable)	Fully compliant	Apr-14			Accountable organisation	
Geopolitical Information						
Recipient Country	Fully compliant	Apr-14			Country where the project is being run. Only applies to Bangladesh	
Recipient Region	Fully compliant	Apr-14			Region where the project is being run. Only applies to Indian states	
Sub-national Geographic Location	Unable to publish			c) Not currently captured and prohibitive cost	We currently have no system to capture and geo-code this data	
Classifications						
<u>Sector (DAC CRS)</u>	Fully compliant	Apr-14			The sector or sectors that the activity is covered under, in accordance with the DAC CRS Sector codes	
Sector (Agency specific)	Fully compliant	Apr-14			The sector or sectors that the activity is covered under, according to an internal or other pre-existing set of sectors.	
Policy Markers	Unable to publish			a) Not applicable to organisation		

Collaboration Type	Unable to publish			a) Not applicable to organisation		
Default Flow Type	Unable to publish			a) Not applicable to organisation		
Default Finance Type	Unable to publish			a) Not applicable to organisation		
Default Aid Type	Fully compliant			n/a (No exclusions)	CO1	
Default Tied Aid Status	Unable to publish			a) Not applicable to organisation		
Financial						
Activity Budget	Fully compliant	Apr-14		n/a (No exclusions)	Forward looking annual budget matching financial year	
Planned Disbursements	Unable to publish			a) Not applicable to organisation		We will only publish disbursements once taken place
(UNDER DEVELOPMENT) Recipient Country Budget Identifier	Unable to publish			a) Not applicable to organisation		
Financial Transaction						
Financial transaction (Commitment)	Fully compliant	Apr-14		n/a (No exclusions)	The total budget of the project	
Financial transaction (Disbursement & Expenditure)	Fully compliant	Apr-14		n/a (No exclusions)	Disbursements to country partners and expenditures to other parties	Expenditures will be aggregated by budget line. Bangladesh activity transactions will be shown as expenditure from April 2014. India project transactions will be published as disbursements to our country programme from April 2014, and from April 2015 Lepra Society will be required to publish their expenditure.
Financial transaction (Reimbursement)	Unable to publish			a) Not applicable to organisation		

Financial transaction (Incoming Funds)	Fully compliant	Apr-14		n/a (No exclusions)	Income from other organisations/funders or own financial commitment	We will publish commitment of own funds as income to ensure that income and expenditure/disbursements balance
Financial transaction (Loan repayment / interest repayment)	Unable to publish			a) Not applicable to organisation		
Related Documents						
Activity Documents	Partially compliant	Apr-14		d) Other	Project plan, logframe and evaluations	Published for DFID projects and other projects where available. These documents will not be published for all projects
Activity Website	Fully compliant	Apr-14		n/a (No exclusions)	Country websites	Activity information will be included on the website for each country programme www.lepra.org.uk
Related Activity	Unable to publish			a) Not applicable to organisation		
Performance						
Conditions attached Y/N	Unable to publish			a) Not applicable to organisation		
Text of Conditions	Unable to publish			a) Not applicable to organisation		
Results data	Unable to publish			c) Not currently captured and prohibitive cost		This data will only be included as separate activity documents covering evaluations and impact assessments, not published in the IATI format