Institutional Network and Self Organized Adaptation (INSA)
Civic (non-state) Institution Survey

Date of interview:_____ Enumerator:_____ Panchayat ID:_____

Institution Name:	Institution ID

1. General (Yes = 1; No = 0)

Is it a customary institution?	
Is the institution formally registered?	

2. What is the scale of operations of this institution? _____
1= small group or ward; 2=panchayat; 3=multi-panchayat; 4 = block; 5 =district; 6=state; 7 = national; 8 = international

3. Is the institution a subsidiary of another institution? (if yes, Institution ID) _____

4. How many households in this panchayat are members of this institution?

Total households	SC Households	ST Households	Women (total)

5. What year was this institution formed? _____

6. Elections

Does this institution elect its executive?	
When was the last time that elections were held?	
When was the last time that head of institution changed through elections?	

7. Leadership profile (list 3, at present)

Position	Age	Gender	Caste	Years in office

8. Does the institution keep records of its activities? _____
1 = Yes; 2 = No

9. Revenue: Does this institution receive money from (1 = yes/ 2= no):

Government grants	
Membership fees	
Sale of products	
Aid from NGO/donor	

10. Level of conflict within this institution?

Financial irregularities	
Decision-making processes/rule-making	

Resources distribution and benefits sharing	
Leadership election/selection	
Discrimination (gender/social identify)	
Other (describe)	

Level of conflict; No conflict =0, low=1, medium=2, high34

11. What are the objectives/activities of this institution?

(1 = primary; 2 = secondary; if not an objective = NA)

Asset creation		Marketing	
Resource management		Finance and credit	
Economic/livelihood development		Conflict resolution	
Human health		Cultural activities	
Animal health		Representation to higher levels	
Social welfare		Capacity building/education	

12. Activities in the past year:

(**please fill out a separate sheet for each activity**)

Possible activities include:

- Responding to a threat
- Responding to covid/lockdown
- Information sharing
- Creation of assets
- Management of resources
- Distribution of resources
- Marketing of products
- Banking and credit
- Conflict resolution
- Seeking action at higher scales
- Capacity building
- Anything supporting a livelihood
- Anything else!