

## POVERTY IMPACT ASSESSMENT

**STAGE 1 Screening** – This will inform the policy maker as to whether or not it is necessary to carry out a full poverty impact assessment. A brief overview or background of the proposal should be set out at this stage.

### Screening Tool

Is the policy, programme or proposal significant in terms of:	YES	NO	POSSIBLY
Overall National/Departmental Policy			
The level and/or proportion of expenditure involved.			
The change it will bring about in an existing policy or procedure (specify).			
Its relevance to those groups who have been identified as being most vulnerable to poverty or social exclusion, e.g., <ul style="list-style-type: none"> <li>• Women</li> <li>• Lone parent families</li> <li>• Families with large numbers of children</li> <li>• People with disabilities</li> <li>• Unemployed</li> <li>• Members of the travelling community</li> <li>• People experiencing rural disadvantage</li> <li>• People experiencing urban poverty</li> <li>• Homeless</li> <li>• Migrants and Ethnic minorities</li> <li>• Others ... specify</li> </ul> Also need to consider potential impacts on inequalities which may lead to poverty.			

If the answer is **NO** in **all** cases then it is not necessary to carry out a full poverty impact assessment. In that case the summary sheet (p.27) should be completed and returned to the Departmental social inclusion liaison officer, or directly to the Office for Social Inclusion if there is no liaison officer.

If the answer is **YES** or **POSSIBLY** to any of the above a full poverty impact assessment should be carried out following the steps outlined in Stage 2.<sup>1</sup>

<sup>1</sup> Where, however, it is very clear that a policy, programme or proposal would have no impact from a poverty or social inclusion perspective, even though it may be significant, e.g., in terms of expenditure, then a full PIA would not be necessary. The rationale for such a decision should be set out when completing the summary sheet.

**STAGE 2      Full Poverty Impact Assessment – Summary 1/2**

**Step 1:      Consultation**

To ensure the process is transparent and that poverty impact assessment is integrated into the policy making process it should be incorporated into the consultation process. Stakeholders may include staff in other departments or agencies, non-governmental organisations or individuals who may be directly affected by the policy or programme.

**Step 2:      Define Policy Aims and Target Groups**

2.1    What is the primary objective of this policy / programme / expenditure proposal?

2.2 Who is the proposal aimed at and how will the proposal affect those persons or groups?

2.3 What are the differences within the target group/between the target groups which might lead to them benefiting from the policy/programme in different ways and how could these be addressed?

**Step 3: Identify Available Data and Research**

Consider what data is available within own organisation, other departments or agencies or from alternative sources. Identify data or indicators against which progress can be measured.

**Step 4: Assess Impacts and Consider Alternatives**

4.1 What type of impact on poverty (either in terms of numbers in poverty or level of poverty) would the proposal have, in particular for the vulnerable groups identified? (see table 4.1 on page 22)

4.2 If the proposal would have no effect on poverty what options might be identified to produce a positive effect?

4.3 If the proposal would have a positive effect would it help to prevent people falling into poverty, reduce the level (in terms of numbers and depth) of poverty or ameliorate the effects of poverty? (specify). Explain how these positive effects are achieved and consider whether the position could be improved upon.

4.4 If the proposal would have a negative effect (i.e. it would increase either the numbers in poverty or the level of poverty experienced) what options could be considered to ameliorate this effect?

4.5 Would the proposal contribute to the achievement of the NAPinclusion goals and targets? If yes, explain how this is the case and whether the position can be improved further. If no, can anything be done so that it does contribute to the goals and targets?

**STAGE 2 Full Poverty Impact Assessment – Summary 2/2**

4.6 Would the proposal address the inequalities which may lead to poverty? If not, can anything be done to address inequalities? Consider also any potential negative implications for any group named under equality legislation to ensure that the policy does not adversely affect these groups or discriminate against them. If it is found to adversely affect these groups can anything be done to ensure this is not the case?

**Step 5: Make Decision and Arrange Monitoring**

5.1 Will this proposal be adopted? If the proposal needs any amendment then such changes should be poverty impact assessed to ensure that the alteration is now effective. (proposal may be adopted without change, after necessary change or not at all, based on findings of the PIA)

5.2 If the proposal is to be adopted, how will its impact on poverty be monitored?

**Step 6: Publish Results**

PIA could be published as part of finalised policy/programme or on the web.

**Step 7: Return Summary Sheet to Social Inclusion Liaison Officer**

The Social Inclusion Liaison Officer will then forward a copy to OSI. Where there is no liaison officer a copy should be sent directly to OSI.