

Module 5: Understanding the Public Sector Budget Process

Activity A: Diving into the public sector budget process

In training module 5, we take a comprehensive look at key aspects of the public sector budget process, covering its phases, information requirements and challenges, key actors, and opportunities for influence. After viewing this training video, we recommend reviewing the key components of your own budget process with your colleagues to familiarize yourself with different activities involved in your country's budget cycle, in order to know when key budget decisions are made, by whom, and when best you should intervene with your budget advocacy messaging to influence decision-makers. To do this, work with your colleagues to identify the following:

- Strengths and weaknesses of your budget systems, in terms of the elements of a good budgeting system outlined in this module.
 - The IBP Open Budget Survey reports might be the best source of the information. Search if your country is part of the IBP survey then look for your country report on the IBP website. [Reports | International Budget Partnership](#)
- Constitutional obligations or rights (and court case rulings) with regards to health services; relevant legislation; and policy documents
 - Information on constitutional obligations, rights, legislation and policies is typically contained in the introductory section of each ministry's budget statements, providing the legal foundation for the ministry's mandate and budgets. If the relevant ministry's budget statements do not provide these details then you will need to find the information from somewhere else, e.g. ministry and parliament's websites.
- Programme materials and indicators of progress towards the achievement of programme goals
 - Programme details could be found in strategic plans, budget statements, quarterly progress reports and annual reports. If information is not available online it is necessary to build a relationship with public servants from whom you will request the information. They will need to trust you to share information which may be seen as sensitive, so you need to clearly indicate how you will use the information and how that will benefit the ministry or programme itself. This could include, for example, indicating that the required information will assist in developing advocacy for increased programme allocations will be more attractive to public servants than to say the information will show how bad the ministry or programme has performed.