

Research Terms of Reference

Hromada Capacity and Vulnerability Assessment (HCVA) - UHF

UKR 1904b

Ukraine

19 February 2021, V2

AGORA

1. Executive Summary

Country of intervention	Ukraine					
Type of Emergency	<input type="checkbox"/>	Natural disaster	<input checked="" type="checkbox"/>	Conflict		
Type of Crisis	<input type="checkbox"/>	Sudden onset	<input type="checkbox"/>	Slow onset	<input checked="" type="checkbox"/>	Protracted
Mandating Body/ Agency	OCHA – Donor : Ukraine Humanitarian Fund					
Project Code	64ELA					
Overall Research Timeframe	01/03/2021 to 01/06/2021					
Research Timeframe	1. Start collect data: 10/03/2021		5. Preliminary presentation: 25/04/2021			
	2. Data collected: 25/03/2021		6. Outputs sent for validation: 01/05/2021			
	3. Data analysed: 10/04/2021		7. First Outputs published: 15/05/2021			
	4. Data sent for validation: 15/04/2021		8. Final presentation: Rolling basis			
Number of assessments	<input type="checkbox"/>	Single assessment (one cycle):				
	<input checked="" type="checkbox"/>	Multi assessment (more than one cycle)				
Milestones	Milestone		Deadline			
	<input type="checkbox"/>	Donor plan/strategy	--/--/----			
	<input checked="" type="checkbox"/>	Inter-cluster plan/strategy	30/03/2021			
	<input type="checkbox"/>	Cluster plan/strategy	--/--/----			
	<input type="checkbox"/>	NGO platform plan/strategy	--/--/----			
	<input checked="" type="checkbox"/>	Other (Specify): Next HRP, OCHA dissemination cycles	01/06/2021			
Audience Type & Dissemination	Audience type		Dissemination			
	<input type="checkbox"/> Strategic		<input checked="" type="checkbox"/> General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors)			
	<input checked="" type="checkbox"/> Programmatic		<input type="checkbox"/> Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting			
	<input type="checkbox"/> Operational		<input checked="" type="checkbox"/> Presentation of findings (e.g. at HCT meeting; Cluster meeting)			
	<input type="checkbox"/> [Other, Specify]		<input checked="" type="checkbox"/> Website Dissemination (Relief Web & REACH Resource Centre)			
Detailed dissemination plan required	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No		
General Objective	To identify specific gaps in the provision of basic services (by service providers) and the barriers to accessing basic services (by households) in the target communities (Hromadas ¹ and cities) of Myrne, Volnovakha and Olhynka so as to inform local recovery programming in these communities.					
Specific Objective(s)	1. To map the networks of basic service delivery					

¹ A Hromada refers to new administrative territorial units defined in the decentralization reform in Ukraine. It will consist of amalgamated communities at the lowest level of administrative unit.

	<ol style="list-style-type: none"> To understand capacity gaps of education, health, administrative, social, legal and financial service provision as well as state emergency services To identify household-level vulnerabilities that affect households' ability to access basic services in the assessed geographic areas. To understand household satisfaction with access to and availability of basic services in the assessed geographic areas. To understand service provider challenges in delivering basic services in the assessed geographic areas. 																				
Research Questions	<ol style="list-style-type: none"> Which services are available and functional in the target communities (Hromadas and cities)? <ol style="list-style-type: none"> What are the education facilities available? What are the healthcare facilities available? What are the administrative services available? What are the social services available? What are the financial services available? What are the justice and security services available? What are the state emergencies services available? Where are these basic services located? What are the geographical areas and population characteristics of users served by these services? What challenges do households face in accessing these services? <ol style="list-style-type: none"> Which population groups face particular challenges in accessing services? To what extent are service users satisfied with the quality of service they receive? What are the gaps in basic service delivery capacities in terms of meeting the needs of populations in these areas? <ol style="list-style-type: none"> What types of service are needed but unavailable? To what extent are service providers satisfied with the resources that are available to them to deliver quality services? 																				
Geographic Coverage	3 Hromadas = Full AGORA assessment in Myrne hromada, and an extensive SDR + analysis of HCVA data in Volnovakha and Olhynska (already covered by 64DWK / HCVA 1904 funded by UNRPP)																				
Secondary data sources	<ul style="list-style-type: none"> Open Street Map, Google Maps, Wikimapia State Statistics of Ukraine Oblast Statistical Services City statistics REACH Data (Area Based Assessment (64DWK / HCVA 1904 funded by UNRPP), Trend Analysis) 																				
Population(s)	<table border="1"> <tr> <td><input type="checkbox"/></td><td>IDPs in camp</td> <td><input type="checkbox"/></td><td>IDPs in informal sites</td> </tr> <tr> <td>X</td><td>IDPs in host communities</td> <td><input type="checkbox"/></td><td>IDPs [Other, Specify]</td> </tr> <tr> <td><input type="checkbox"/></td><td>Refugees in camp</td> <td><input type="checkbox"/></td><td>Refugees in informal sites</td> </tr> <tr> <td><input type="checkbox"/></td><td>Refugees in host communities</td> <td><input type="checkbox"/></td><td>Refugees [Other, Specify]</td> </tr> <tr> <td>X</td><td>Host communities</td> <td><input type="checkbox"/></td><td>[Other, Specify]</td> </tr> </table>	<input type="checkbox"/>	IDPs in camp	<input type="checkbox"/>	IDPs in informal sites	X	IDPs in host communities	<input type="checkbox"/>	IDPs [Other, Specify]	<input type="checkbox"/>	Refugees in camp	<input type="checkbox"/>	Refugees in informal sites	<input type="checkbox"/>	Refugees in host communities	<input type="checkbox"/>	Refugees [Other, Specify]	X	Host communities	<input type="checkbox"/>	[Other, Specify]
<input type="checkbox"/>	IDPs in camp	<input type="checkbox"/>	IDPs in informal sites																		
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<input type="checkbox"/>	Refugees in host communities	<input type="checkbox"/>	Refugees [Other, Specify]																		
X	Host communities	<input type="checkbox"/>	[Other, Specify]																		
Stratification	<table border="1"> <tr> <td>X</td><td>Geographical #: 2 central/periphery settlements and targeted cities² Population size per strata is known? X Yes <input type="checkbox"/> No</td> <td>X</td><td>Group #: 2: central (including targeted cities) and periphery Population size per strata is known? X Yes <input type="checkbox"/> No</td> <td><input type="checkbox"/></td><td>[Other Specify] #: __ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> </table>	X	Geographical #: 2 central/periphery settlements and targeted cities ² Population size per strata is known? X Yes <input type="checkbox"/> No	X	Group #: 2: central (including targeted cities) and periphery Population size per strata is known? X Yes <input type="checkbox"/> No	<input type="checkbox"/>	[Other Specify] #: __ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No														
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Data collection tool(s)	<table border="1"> <tr> <td>X</td><td>Structured (Quantitative)</td> <td>X</td><td>Semi-structured (Qualitative)</td> </tr> </table>	X	Structured (Quantitative)	X	Semi-structured (Qualitative)																
X	Structured (Quantitative)	X	Semi-structured (Qualitative)																		
	Sampling method	Data collection method																			
Structured data collection tool # 1	<input type="checkbox"/> Purposive	<input type="checkbox"/> Key informant interview (Target #):__																			

² Strata "Center" is an administrative center of hromada; strata "periphery" means other settlements in hromada.

	<input type="checkbox"/> Probability / Simple random <input type="checkbox"/> Probability / Stratified simple random <input type="checkbox"/> Probability / Cluster sampling <input type="checkbox"/> Probability / Stratified cluster sampling <input checked="" type="checkbox"/> Probability / 2-staged stratified random sampling	<input type="checkbox"/> Group discussion (Target #):_____ <input checked="" type="checkbox"/> Household interviews (Target #): 646 <input type="checkbox"/> Individual interview (Target #):_____ <input type="checkbox"/> Direct observations (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____
Semi-structured data collection tool (s) # 1	<input checked="" type="checkbox"/> Purposive <input type="checkbox"/> Snowballing <input type="checkbox"/> [Other, Specify]	<input checked="" type="checkbox"/> Key informant interview (Target #): ~ 60 <input type="checkbox"/> Individual interview (Target #):_____ <input type="checkbox"/> Focus group discussion (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____
Semi-structured data collection tool (s) # 2	<input checked="" type="checkbox"/> Purposive <input type="checkbox"/> Snowballing <input type="checkbox"/> [Other, Specify]	<input type="checkbox"/> Key informant interview (Target #):_____ <input type="checkbox"/> Individual interview (Target #):_____ <input type="checkbox"/> Focus group discussion (Target #):_____ <input checked="" type="checkbox"/> [Community Key informant interview] (Target #):_104
Target level of precision if probability sampling	95% level of confidence	5+/- % margin of error
Data management platform(s)	<input checked="" type="checkbox"/> IMPACT <input type="checkbox"/> [Other, Specify]	<input type="checkbox"/> UNHCR
Expected output type(s)	<input checked="" type="checkbox"/> Situation overview #: 2 (Volnovakha, Olhynka) <input checked="" type="checkbox"/> Presentation (Preliminary findings) #: 01 <input checked="" type="checkbox"/> Interactive dashboard #: 1 to populate with new data (created HCVA_1904) <input type="checkbox"/> [Other, Specify] #: __	<input type="checkbox"/> Report #: __ <input checked="" type="checkbox"/> Presentation (Final) #: 02 <input checked="" type="checkbox"/> Webmap #: 6 to populate with new data (maps created for HCVA_1904) <input checked="" type="checkbox"/> Profile #: __ <input checked="" type="checkbox"/> Factsheet #: 1 <input checked="" type="checkbox"/> Map #: ~ 10
Access	<input checked="" type="checkbox"/> Public (available on REACH resource center and other humanitarian platforms) <input type="checkbox"/> Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)	
Visibility	UN Ukraine (UHF), OCHA, AGORA, IMPACT	

2. Rationale

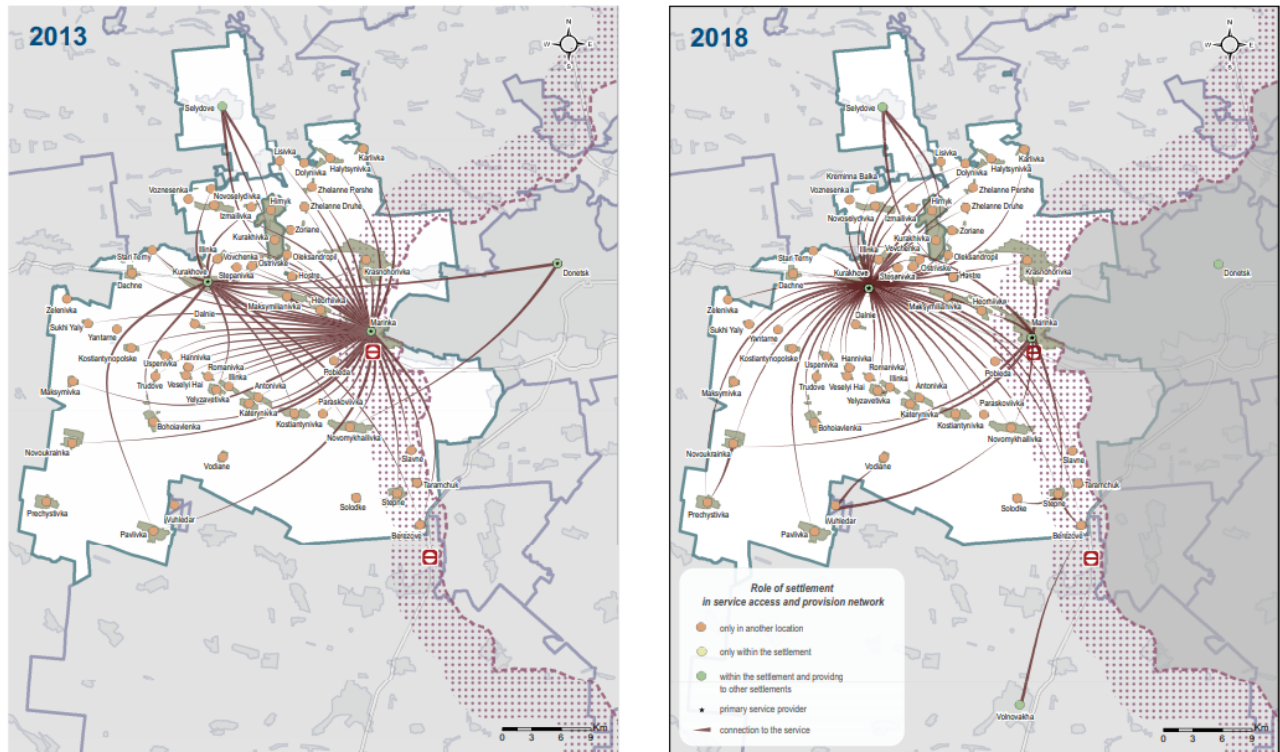
As the conflict in Eastern Ukraine enters its sixth year, the importance of addressing long term recovery needs in the Government Controlled Areas (GCA) of Donetsk and Luhansk oblasts remains a priority for development actors and regional authorities. The significant impact of the crisis is in part due to the separation of the contact line of large urban centres in non-government-controlled areas from their peripheries in government-controlled areas. The separation has impacted people's ability to access to basic services, employment and markets. In parallel, restrictions of movement and significant changes in the dynamics of population flows have meaningfully changed the nature of service delivery through changes in the demand for services and in capacities to deliver them³.

Since 2017, REACH has implemented area-based assessments to understand these changing dynamics by conducting a study in 2017 focusing on the 100 cities and villages within 5km of the contact line and later expanding to all raions along the contact line. These assessments have found that the impact of the disruption caused by the contact line differs quite significantly depending on the pre-

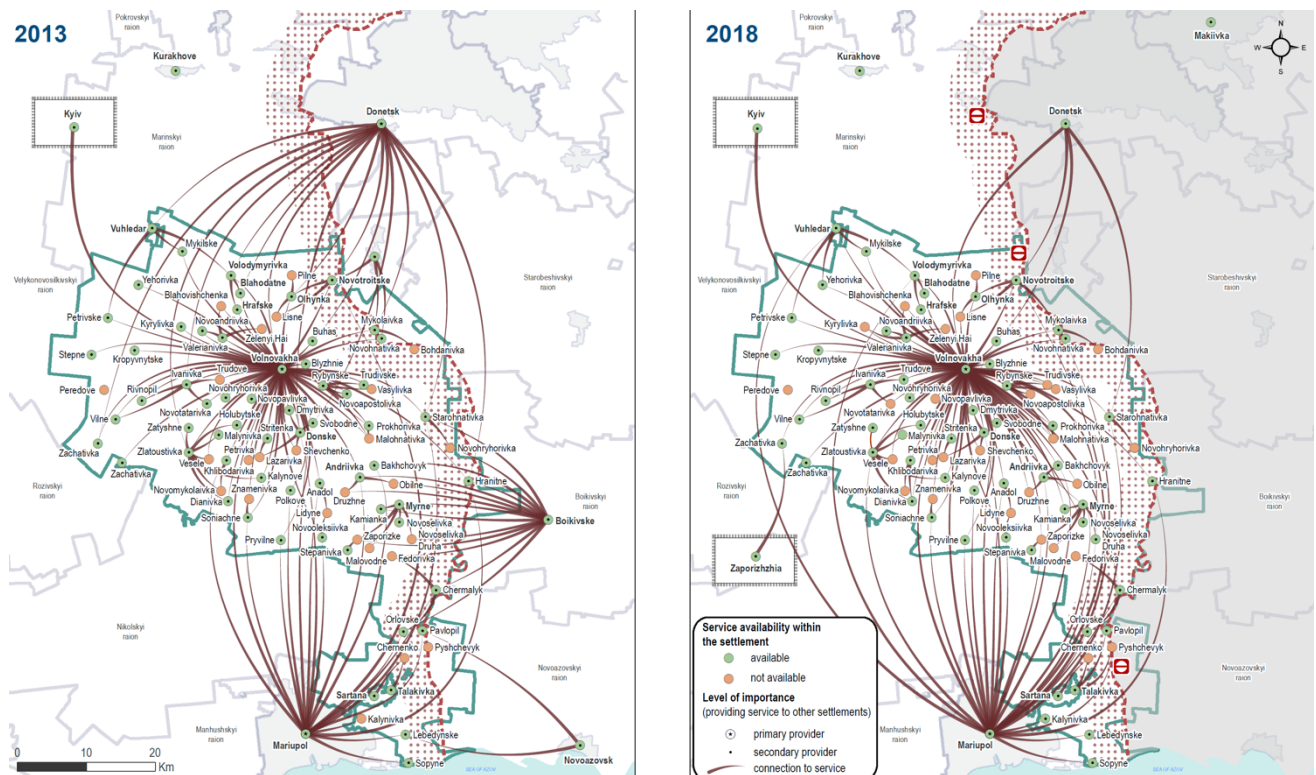
³ REACH, 2017. Situation Overview: Area Based Assessment Along the Contact Line. Available here.

conflict connectivity of settlements to urban centres in NGCA. For example, the contact line has caused settlements in Mariinka raion to significantly reorganize as settlements have lost access to Mariinka city. Conversely, villages in Popasna raion were often already in the catchment area of large cities in Luhansk GCA (apart from a few exemptions), reducing the impact on access to services. The maps below show the reorganization of Mariinka raion social service networks shifting from Mariinka city to Kurakhove, and the reorganization of health services in Volnovakha Raion.

Map 1. Reorganization of social services in Mariinka Raion



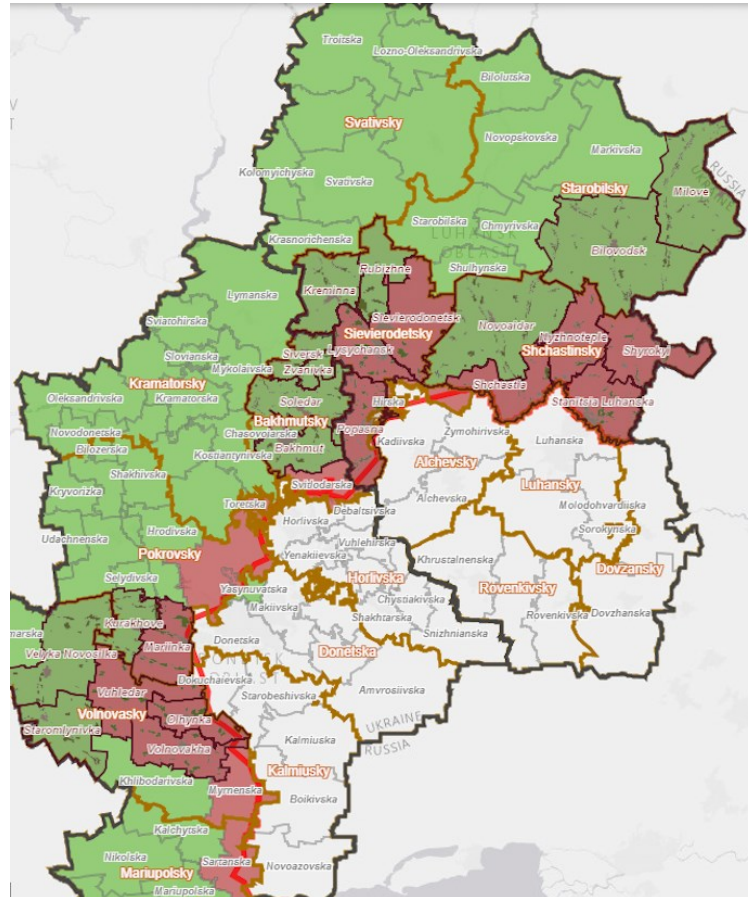
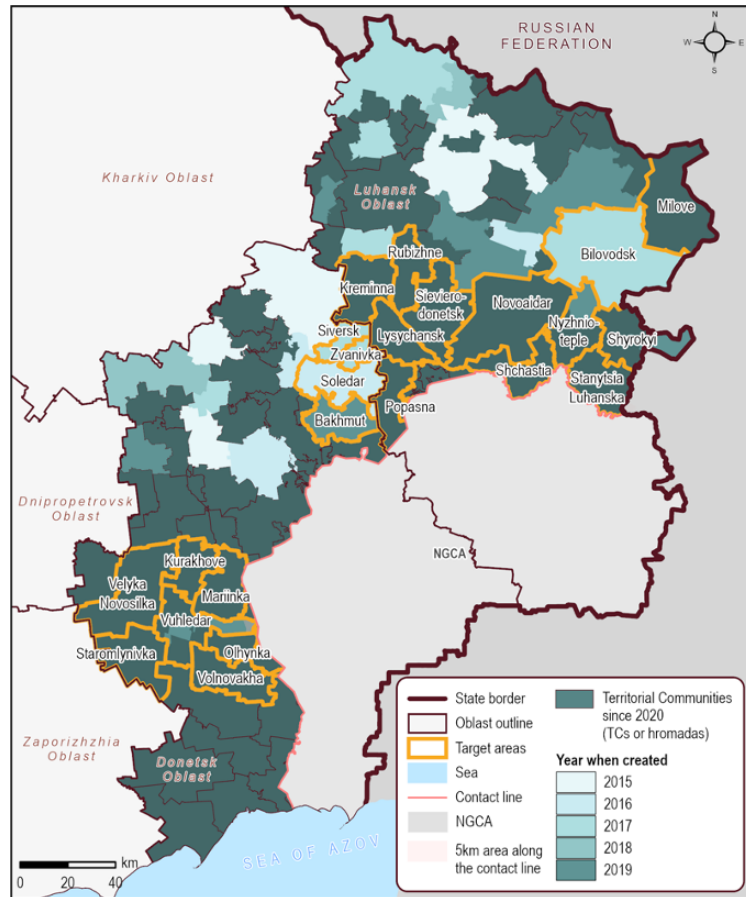
Map 2: Reorganization of health services in Volnovakha Raion



In parallel, the Ukrainian government mandated that decentralization reform would be implemented across the country via local elections in 2020. Although all Amalgamated Territorial Communities (ATCs or hromadas) were defined by the perspective plan, the local elections were postponed in 13 ATCs along the Contact Line in Donetsk and Luhansk oblasts due to security concerns. As of February 2021 the 13 ATCs are still pending to be formed and restructure the local governance and service provision networks.

Map 3: evolution of hromada creation over the last 5 years (left)

Map 4: ATC where local elections were conducted as of October 2020 (green) and were not conducted (red) (right)



In comparison to former basic level administrative units, hromadas are empowered with a broader range of governance tools and larger budgetary resources. In addition, they are assigned with new responsibilities to make decisions about provision of most public services and development at the community level. Land management and utilities, infrastructure and local economy, education and healthcare, social and administrative services are the segments of public life where ATC authorities now have executive functions to deliver those services to the population, to which they are now directly accountable. The capacity of newly created (or to-be-formed) executive local authorities to maintain quality governance practices and effectively implement the original ambitions of the reform is crucial to the sustainable development of the targeted areas.

The joint effects of conflict, decentralization and urbanization makes understanding actual service access dynamics in eastern Ukraine critical to ensure that development support effectively targets the communities that are most in need of long-term recovery and develop sustainably. By providing accurate, up to date data on specific vulnerabilities and capacity gaps in service provision at the hromada level, the assessment will address an important information gap at the local level to support recovery actors deliver assistance in an evidence based manner aligned with local-level priorities to provide integrated and inclusive services to communities affected by conflict.

3. Methodology

3.1. Methodology overview

In Myrne hromada; not covered by 2020 HCVA

The initial phase of this study will be a mapping exercise of settlements in Myrne Hromada. In addition, direct field observations from AGORA enumerators will be conducted to check the location and status of all facilities that provide basic services in the assessed area (education, health, social, legal, financial, administrative, and State Emergency services). Contact information will be collected and validated during the field observations to ensure that AGORA has an accurate database and map of all assessed services in the target areas. The list of facilities will then be confirmed by a relevant sectoral or local authority. For information that will not be available through secondary data, AGORA will conduct key informant (KI) interviews with representatives of each service provider/retailer to gather information about the nature of services provided, pressures on service providers, changing service access dynamics, facility infrastructure and suitability, barriers to service provision and user needs (including access and quality).

The service delivery analysis will be followed by a quantitative and qualitative investigation of service/market demand by conducting household surveys with service users in each neighborhood/strata of the surveyed region. This primary data collection effort will explore perceptions of service at the time of the assessment to inform future recovery/development programming. The assessment will analyze current service delivery and demand to identify specific sectors that should be prioritized based on current service delivery systems and user priorities.

Finally, Community Key Informant will be conducted to cross-check the most relevant data and populate network maps and catchment area maps for facilities.

In Olhynka and Volnovakha hromada, already covered by 2020 HCVA.

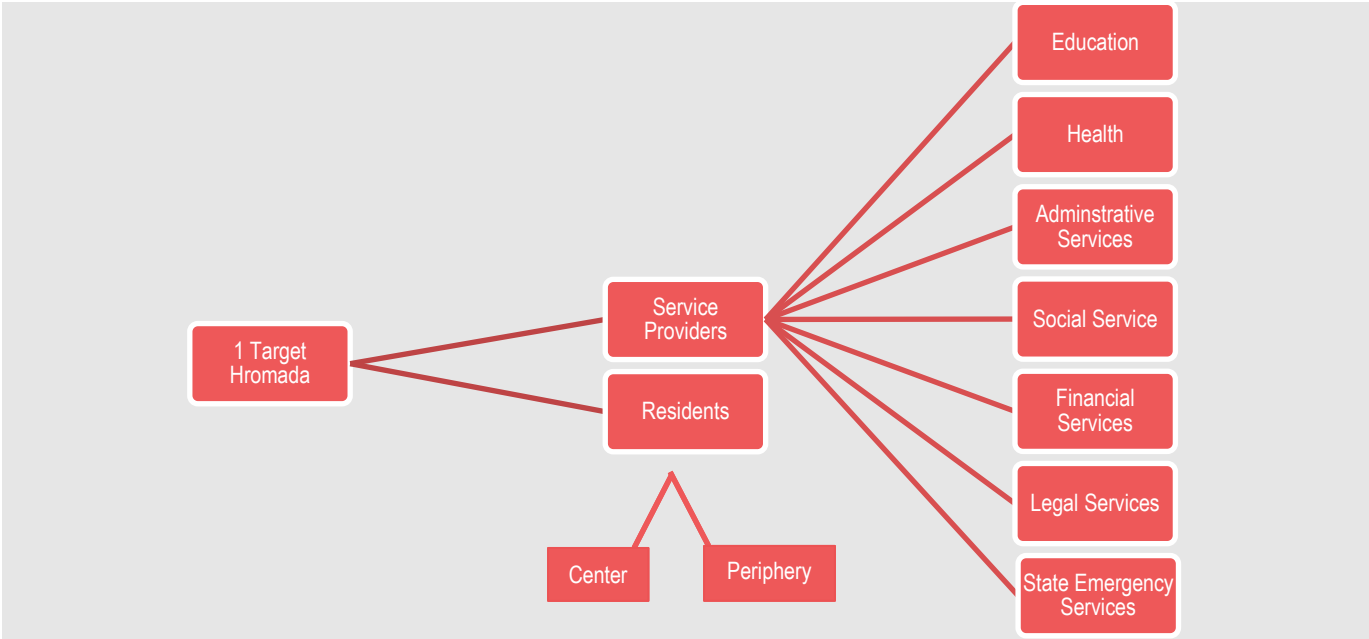
In Volnovakha and Olhynka, AGORA will perform an in-depth secondary data review of data collected under the UNRPP from April to September 2020, collected from 64 and 19 facilities, and 694 and 441 HHs in Volnovakha and Olhynka respectively. Under the UNRPP, AGORA has developed a detailed dashboard of indicators and plans to develop a factsheet for each hromada to cover a few of the main indicators. Considering the wealth of data available from the HH surveys and facility key informant (FKI) questionnaires, resources will be dedicated under the proposed project to provide additional analysis. This additional in-depth analysis for Volnovakha and Olhynka Situation Overviews will include AGORA data, secondary data review and disaster risk reduction data with the maps being developed by IMPACT/AGORA and DRR teams.

3.2 Population of interest

The population of interest in this study are all residents living in target communities (Hromadas and cities). As the study focuses on access to basic services there will be no distinction between displaced population or host communities. For the two target area, AGORA will sample residents from central and periphery settlements to understand periphery/urban dynamics with regards to service access with a confidence level of 95% and a margin of error of 5% for each stratum.

The second population of interest for this research are all service providers of the seven target sector including education, health, administrative, social, financial, legal, and State Emergency services. For this population AGORA will use a census approach of surveying all service providers within the target area. This will provide facility level details on main challenges with regards to service delivery.

Figure 2. Target Services and Populations and Target Geographical Areas (1 hromada)



Map 1. Geographic coverage of Hromada Capacity and Vulnerability Assessment

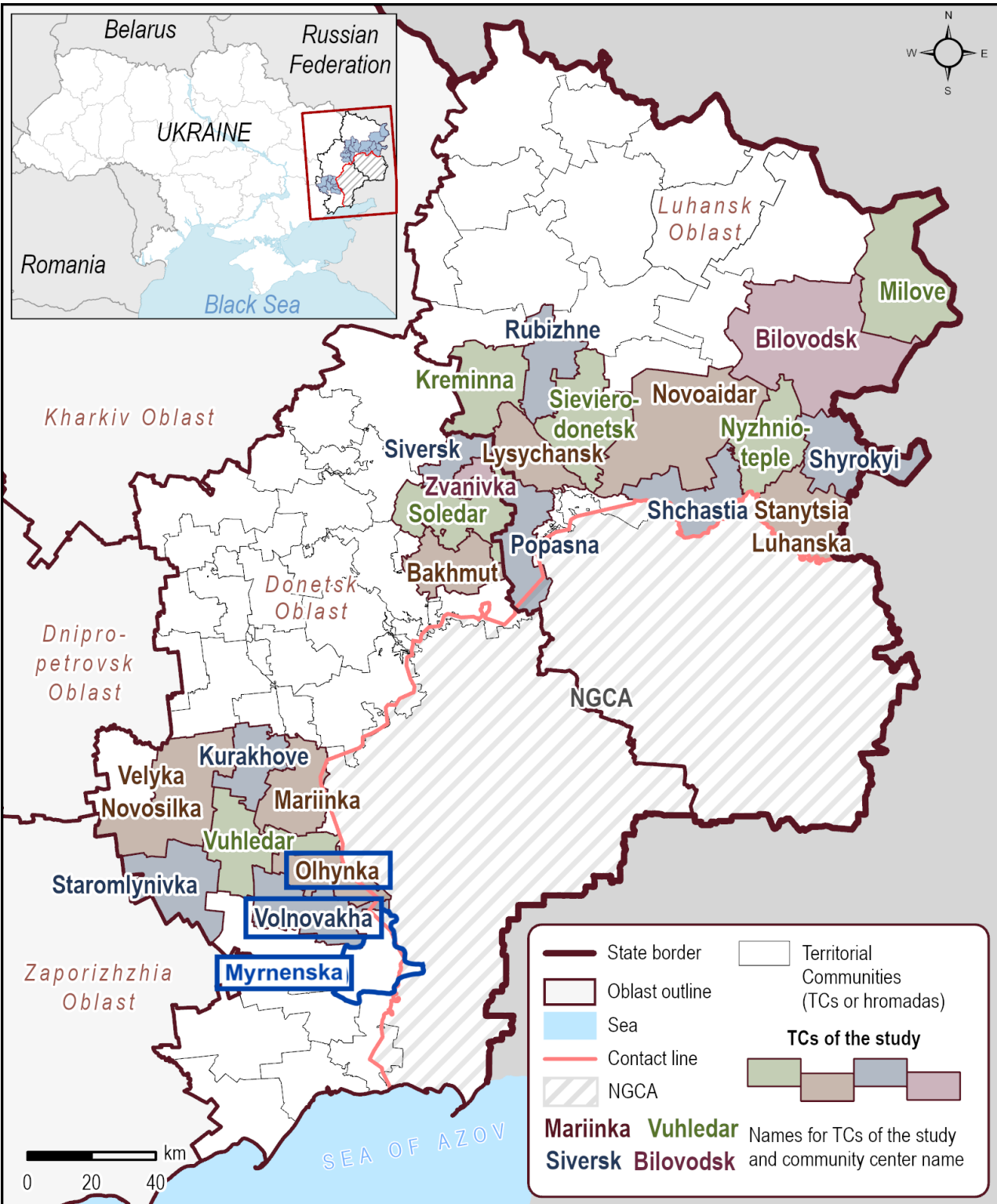


Table 1. Geographic coverage of Capacity and Vulnerability Assessment

ID	Oblast	Community	Area	Stratum	# of functional hromada	# of central settlements	# of periphery settlements	Total # of settlements
1	Donetsk	Myrne	city	Myrne Center	1	X	0	15-1 (not accessible)
			periphery area	Myrne Periphery		0	X	
2	Donetsk	Volnovakha	2 cities	Volnovakha - Central	2	2	0	40
			periphery area	Volnovakha + Ohlynka - Periphery		0	33	
			central area	Olhynka - Central		5	0	
TOTAL					3			64

3.3 Secondary data review

The following resources will be reviewed as part of the secondary review phase:

Table 2. List of secondary data sources

Source	Document
REACH	HCVA, Donetsk Situation Overview (Olhynka & Volnovakha FS), 2021 (Link)
REACH	Area Based Assessment, 2017 (Link)
REACH	Volnovakha 2018 CVA Capacity and Vulnerability Assessment
REACH	Volnovakha ABRA
Donetsk Regional Administration/UNDP	Donetsk Region Development Strategy Until 2020 (Link)
Luhansk Regional Administration/UNDP	Luhansk Development Strategy Until 2020 (Link)
UNDP	UN SCORE for Eastern Ukraine (Link)
IOM	National Monitoring System (Link)
World Bank	Conflict In Ukraine: Socio-Economic Impacts Of Internal Displacement And Veteran Return (Link)
UNDP	Small And Medium Businesses In The Donbas: Development And Support Policy (Link)
International Alert	Decentralisation in Ukraine Achievements, expectations and concerns (Link)
OECD	Maintaining the Momentum of Decentralisation in Ukraine (Link)
State Statistics Service of Ukraine	Multiple datasets
World Bank	Ukraine Centralization Review (Link)
UNDP	Security and Justice Survey (Link)
UNRPP	Community Profiles
UNDP	Analysis of the VET System in Donetsk and Luhansk

3.4 Primary Data Collection

Key informant interviews

In Myrne hromada, AGORA will conduct key informant interviews (KIIs) with representatives of the main service providers to measure the availability and quality of service delivery outputs. To properly reach a census of all facilities in the assessed areas (education, health,

social, legal, financial, administrative, and State Emergency services), the assessment team has conducted an extensive secondary data review of existing facilities, cross-checked results with google map, OSM, governmental sources, and previous CVA assessment with GPS coordinates previously collected by IMPACT enumerators. The list of facilities has subsequently been validated by a relevant sectoral or local authority, namely the Education department of Myrne hromada council, Healthcare centre of Volnovakha raion center; and administrative units/councils of all settlements of Myrne Hromada. The [list](#) will then be cross-checked with direct observations in the field. This preliminary exercise has demonstrated the inexistence of social, financial and SESU facilities in Myrne hromada. All facilities have then been geocoded to populate the general AGORA facility list, which will then be used for all AGORA interactive and non-interactive information products (facility webmaps, facility maps).

The following typology of facilities has been used for each assessed sector:

Sector	Typology of facilities
Health	Primary (Rural Medical Point; Ambulatories (of general practice and family medicine); Primary Health Care Centers); Secondary (Multidisciplinary intensive care hospitals; Hospitals of rehabilitation planned treatment); Tertiary (Highly specialized multidisciplinary or single-discipline healthcare institutions) services
Education	I stage of school education (kindergartens); II stage of school education; III stage of school education; I-II stage of school education; I-III stage of school education; II-III stage of school education; Vocational education (ex. Vocational Lyceum); Special school (boarding school); Gymnasium; Educational complex; Center for Inclusive Education; Oblast Specialised School; Oblast Sanatorium School; College
Admin	Administrative services center (ASC); ATC (Amalgamated Territorial Communities); Bureau of Technical Inventory; City Council; Civil Registry Office of the Justice Department; Civil–Military Administration; Devision of the State Migration Service Department; Oblast State Administration; Pension Fund; Raion Council; Raion State Administration; Starosta district; Village Council
Social	Center of social rehabilitation of children; Children Affairs Service; Employment Center; Social Insurance Fund; Social Protection Department; Territorial center of social services; Center of Social Services for Families, Children and Youth
Legal	Police; Courts (Raion Court); Free legal aid services; Department of SESU; Legal Aid Office
Finance	Banks; Local Fiscal Bodies

KI questionnaires (one for each assessed area) will seek to inform core indicators and qualitative measures of changes in service delivery as well as challenges faced by the facility in providing comprehensive and quality services. These data collection surveying tools will be shared with humanitarian actors (ACTED, R2P, the Danish and Ukrainian Red Cross societies), local authorities and representatives of service providers to seek their feedback and engage them at the research design stage before the beginning of data collection to ensure better informing of all relevant stakeholders.

Due to COVID-19 restrictions, the questionnaires will be self-administred by facility representatives themselves, or conducted by enumerators via semi-structured interviews by phone. Those which refuse to participate in web or phone interview will be visited by team leaders as an exception

Household Surveys

In Myrne hromada, the household survey will explore perceptions of the residents of assessed communities (Hromadas and cities) in terms of current service delivery systems. The survey will use a two-stage stratified random sampling approach with a 95% confidence level and 5% margin of error stratified by central or periphery settlement (targeted cities belong to urban strata). Sampling frame is available through a webmap accessible [online](#). Due to COVID-19 restrictions, AGORA will first collect phone numbers in the field (at randomly generated GPS points in the areas of interest), exceeding the target number of HH interviews by 30% to buffer for the relatively high non-response rate (851 phone numbers for 646 completed phone interviews). Enumerators will then conduct the interviews by phone.

The household questionnaire will focus on household barriers to accessing services and satisfaction with the availability of services, as well as identifying which households are most vulnerable to disruptions in access (both due to conflict or to other conditions). For each household a detailed household member profiling will be conducted to enable comparison between different household (HH) types (ie. single headed, female single headed, HHs with a pregnant member)⁴. Similarly, depending on the actual presence of specific vulnerable groups (HHs with IDPs, HHs with PwDs, etc.) in the target population of communities the sampling will enable analysis of those groups so long as an acceptable sample size is reached.

Due to the uncertain nature of the conflict in some of the assessed geographic areas, randomly selected households may be in communities that are inaccessible due to safety concerns for enumerators. In the case that safety and security staff recommend that a randomly selected community be excluded, this community will be removed from the random sample and new settlements will be randomly selected. As of January 2021, the Staromarivka settlement was not accessible.

The sampling will be based on the size of the settlements based on the following strata.

Table 3. HH Data Collection Plan

ID	Oblast	Community	Area	Strata	No. of hromadas covered by a community	No. of urban/periphery settlements	Central	Periphery	# of household interviews
1	Donetsk	Myrne	City	Myrne - Center	1 Hromada	14	272		
			Rural	Myrne - Periphery				374	
Total						14			646

Randomization of the household selection will be done using geospatial sampling methods in which interviews on settlement level will be distributed by rectangular network which cover whole settlement. Number of interviews per rectangle is distributed using R sampling script and population distribution raster of Global Human Settlement layer from the Joint European Research Centre⁵ which define probability of interview distribution (more populated areas of the settlement gets more interviews). In the unlikely event of an unpopulated area, interviews are moved to neighbouring rectangle (updated sampling frame available through a [webmap](#))

Community Key informant interviews

Community Key informant will be selected via purposive sampling by the field team. Examples of CKIs are: farmers, local businessmen, shop owners, postmen, pensioners, etc. In total, 103 Community Key Informant interviews will be conducted, stratified by central or periphery settlement.

Direct observation by Enumerators

Following each day of field data collection, enumerators will meet and conduct a debrief of their data collection as well as complete semi-structured discussion activity about their direct observations of the communities that were surveyed as well as their observations of survey participants and KIs. This directly observed data will provide additional qualitative and comparative data about the security situation, infrastructure/damage, access to services, the data collection process, as well as any anecdotal stories from the day's data collection.

3.5 Data Processing & Analysis

Primary data from both household interviews and KIs will be exported into Excel instantaneously from Kobo. During primary data collection, IMPACT Assessment Officer will review data daily to ensure collection methodology is being followed by enumerators and investigate any extreme outliers or other problematic data, including ensuring the sampling methodology is being carried out in accordance with the sampling plan. The Assessment Officer will keep a log of any changes, including cleaning of data. Data from household interviews, KI and CKI will be analysed in Microsoft Excel and R, and the cleaned datasets will be shared with the UHF partners. FGDs with enumerators will be transcribed, translated and analysed for thematic trends in Excel.

⁴ The findings about the difference between HH profiles can be generalizable if the observed data are consistent with the given hypothesis about a population, therefore when the findings are statistically significant. The sample of this assessment does not aim at being representative for different HH profiles.

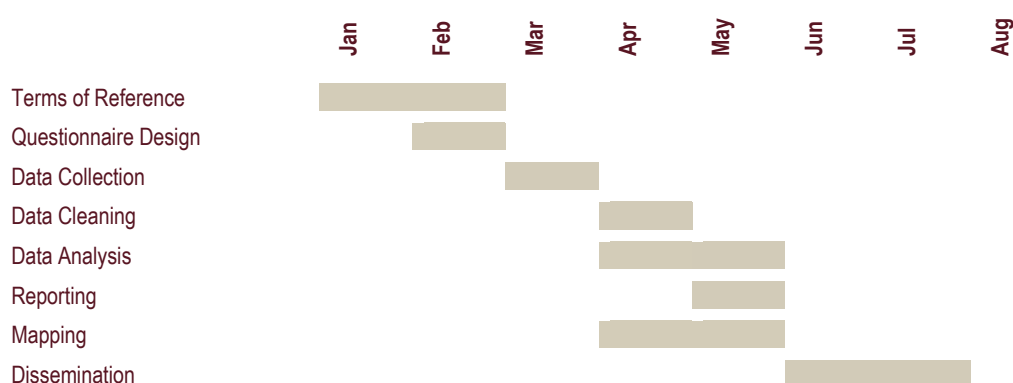
⁵ European Commission, GHSL - Global Human Settlement Layer. Available [here](#).

The data collected in Myrne will then be processed and operationalized so as to be uploaded to the interactive dashboard created under the UNRPP, directly feeding the results of this project into a much larger-scale effort which aims to directly support local authorities to access local information for evidence-based planning. This will also allow exogenous actors to target their own investment to achieve more sustainable humanitarian outcomes.

At the research design stage, the example of factsheets developed for other hromada factsheet created under the UNRPP will be shared with local authority (LA) of Myrne hromada to identify most important findings and most appropriate visualisation methods. At the data analysis stage, preliminary findings of the data collection will be shared with LA of Myrne hromada to identify most important findings and most appropriate visualisation methods for Myrne hromada factsheet.

In Volnovakha and Olhynka, AGORA will perform an in-depth secondary data review of data collected under the UNRPP from April to September 2020, collected from 64 and 19 facilities, and 694 and 441 HHs in Volnovakha and Olhynska respectively. Considering the wealth of data available from the HH surveys, facility key informant (FKI) and CKI questionnaires, resources will be dedicated under the proposed project to provide additional analysis. Emphasis will be on access to social and public services, in line with the Protection component of the proposed project, and generally to facilitate recovery and handover of the humanitarian response to local government.

3.6 Assessment Timeline



4. Roles and responsibilities

Table 2: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
Research design	Assessment Managers (Inna & Antoine)	Country Coordinator	UHF partners, IMPACT HQ	ATAG
Supervising data collection	Field Operations Manager	Assessment Managers	Country Coordinator	UHF partners, IMPACT HQ
Data processing (checking, cleaning)	Database Officer	Assessment Managers	Country Coordinator, IMPACT HQ	UHF partners
Data analysis	Assessment Officer	Assessment Managers	Country Coordinator, IMPACT HQ	UHF partners
Output production	Assessment Officer	Assessment Managers	UHF partners, IMPACT HQ	
Dissemination	Assessment Manager	Country Coordinator	UHF partners, IMPACT HQ	
Monitoring & Evaluation	Assessment Officer	Assessment Managers	Country Coordinator	IMPACT HQ
Lessons learned	Assessment Officer	Assessment Managers	Country Coordinator	IMPACT HQ

Responsible: the person(s) who executes the task

Accountable: the person who validates the completion of the task and is accountable of the final output or milestone

Consulted: the person(s) who must be consulted when the task is implemented

Informed: the person(s) who need to be informed when the task is completed

5.Data Analysis Plan

<https://www.impact-repository.org/resources/view-resource/?id=39830>

Annex 1: METHODOLOGICAL NOTE – UHF FOLLOW-UP SURVEY (UKR1904b).

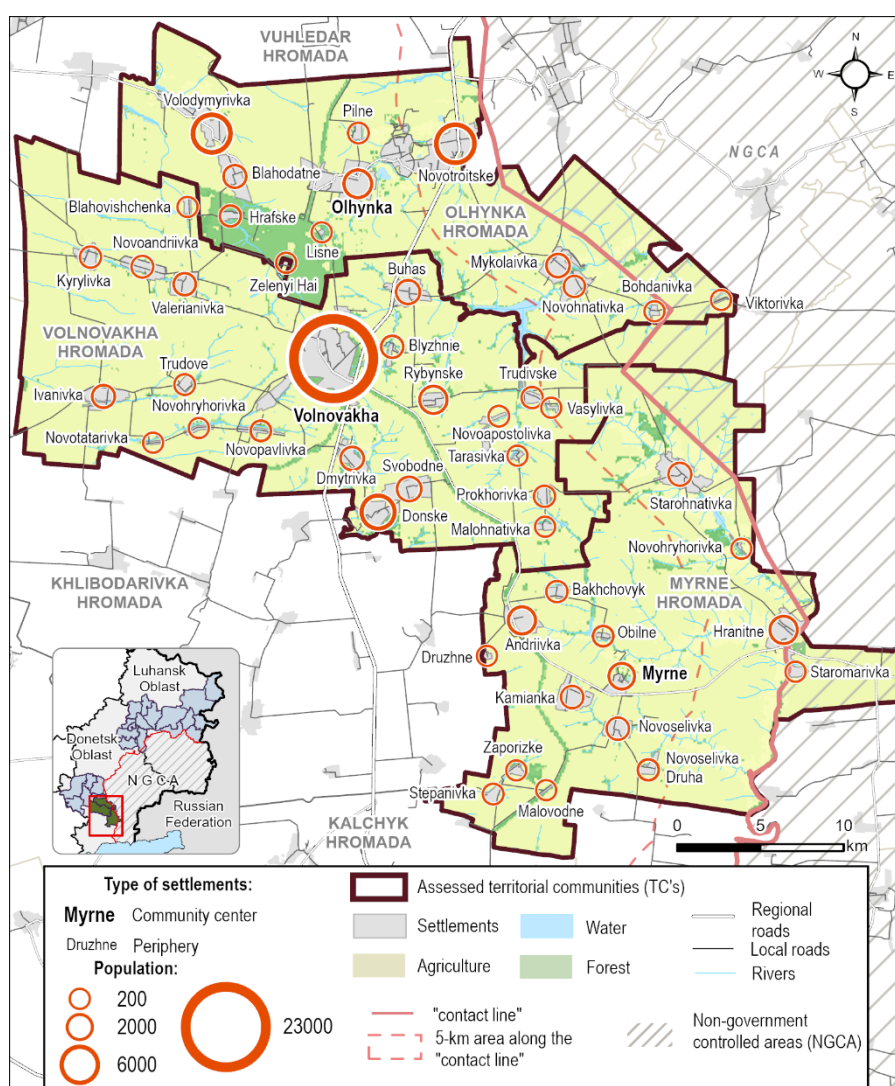
Assessing the change in social and administrative service provision in the selected hromadas under CMA in Donetsk oblast.

Context and rationale:

As the Decentralization Process continues to unfold in Eastern Ukraine, the complex territorial restructuring has produced certain “blind spots” in the provision of social & administrative services to affected communities residing in the region. In Olhynka and Myrne Hromadas in particular, the lack of elected or appointed leadership up until now has exacerbated this effect and created undue hardship for communities in need of assistance, with many social services simply unavailable in their communities at all.

While Civil Military Authorities have now been appointed in these two Hromadas as of July 2021, from the humanitarian perspective it is critical to monitor and assess the impact that these social & administrative service gaps have had on individuals so that lessons can be learned for future planning and service provision, as it was highlighted by the “*note on the impact of the ongoing decentralization*” made by the Protection, Wash and Health clusters. This is why the findings of this assessment will be duly shared with the newly appointed heads of CMAs to support them in their planning needs.

Map 1: Overview and population of the Volnovakha, Myrne and Olhynka hromadas

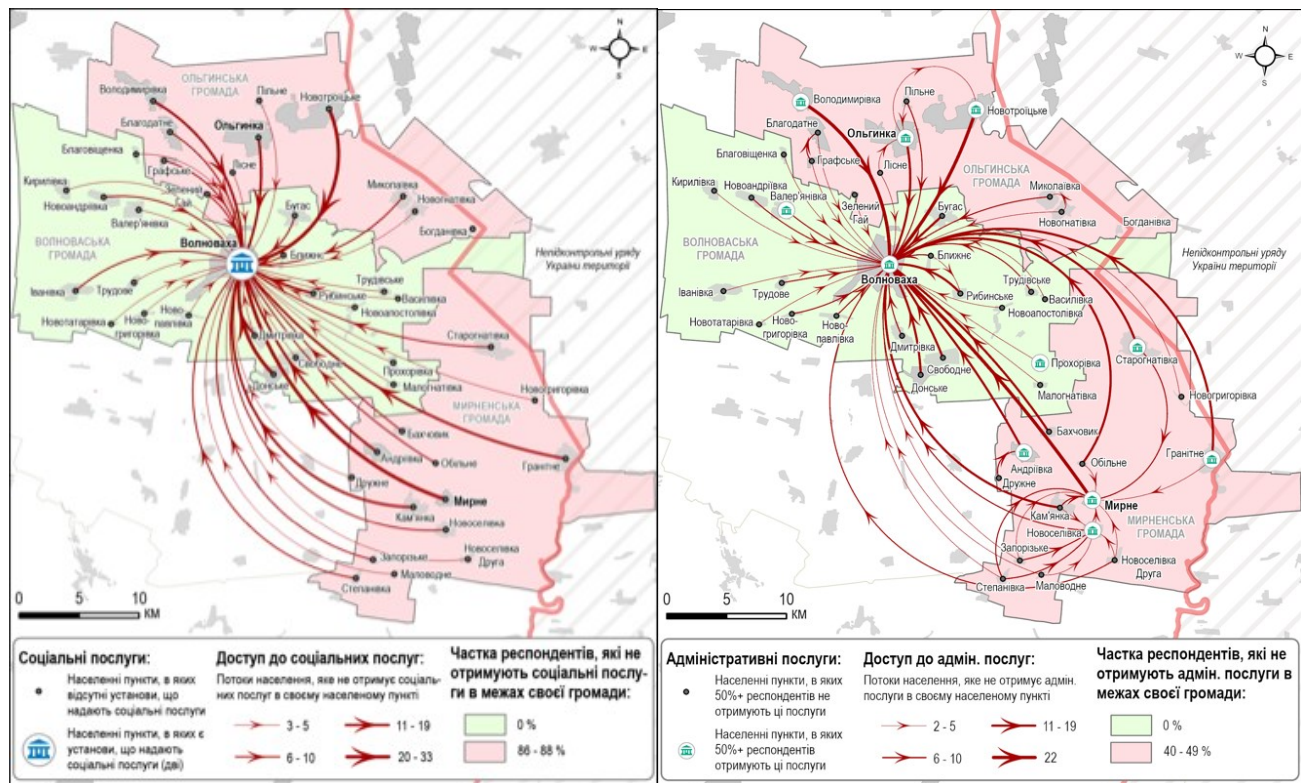


Existing AGORA data:

The three hromadas have already been covered via the AGORA Area/hromada-Based assessments with data collected between July and September 2020 for the hromadas covered by the 64DWK project (Olhynka & Volnovakha hromadas); and in March 2021 for Myrne hromada (64ELA project, funded by UHF). The objectives of these territorial assessments were to identify gaps in the provision of basic

services (by service providers) and the barriers to accessing basic services (by households) in the target communities of the newly created administrative units, the hromadas, to inform local recovery programming in these communities. The questionnaires administered were multi-sectoral and covered in particular social and administrative services. It appeared quite clearly that most households were accessing their social and administrative services in Volnovakha, as the two maps below demonstrates:

Map 2 & 3: Reported household access to social (left) and administrative (right) services, in 2020



A thematic report on access to social services was also created in collaboration with UHF partners ([link](#))

Methodology proposed:

- HH survey

The following data collection exercise is proposed to cover the abovementioned research question:

- Due to COVID-19 restrictions, both assessments were conducted via phone interviews; with field teams first collecting phone numbers in randomly generated points with a two-stage stratified random sampling approach; with 95% confidence level and 5% margin of error for each stratum (each hromada is divided by central or periphery stratas). After this first phase, enumerators then administered the questionnaires from their home or in local field offices.
- It is proposed to use this existing database of phone numbers and call respondents who agreed on participating to a follow-up survey.
- Given the nature of the assessment, the team will aim for a representativity of 95/7 for the HH surveys.
- In Olhynka Center strata; the AGORA team will first collect phone numbers in the field (via randomly generated points in the areas of interest), exceeding the target number of HH interviews by 30% to buffer for the relatively high non-response rate. As much as possible, the geographic deployment of enumerators will be made to avoid as much as possible the zones that were already covered by the previous assessment.

Figure 1: Sampling frame for UHF survey (full sampling frame [here](#))

Row Labels	Sum of contacts_available	Sum of HH_target	Sum of delta	Interviews conducted
myrnenska_center	179	162	17	164
myrnenska_periphery	356	198	158	216
olhynska_center	63	180	-117	179
olhynska_periphery	368	201	167	226
volnovaska_center	266	202	64	202
volnovaska_periphery	374	202	172	216
Grand Total	1606	1145	461	1203

- Enumerators will then conduct the interviews by phone. HH will be asked about their settlement of residency at the beginning of the questionnaire. In Myrne Center Strata; an additional 40 household surveys will be collected in the same manner (only 17 exceeding phone numbers to the target number)
- The updated HH survey is available via this [link](#)

Facility Key informant interviews (FKI)

- Updating list of existing facilities

- The AGORA GIS team will update the existing exhaustive facility list that has been created for previous AGORA assessment (census approach) through extensive SDR, but also by sharing the list with UHF partners. Updated list can be found via [this link](#).
- Once this step done; the updated list will be cross-checked in the field. On July 20-21th the AGORA team has organized first introductory meetings with the heads of Myrne and Olhynka CMA, to present Olhynka extended product and Myrne factsheet; but also to discuss and update the aforementioned list. The team will seek to jointly develop the questionnaires that the heads of CMAs might be interested into asking to all active FKIs.

Individual service providers interviews (ISPI)

- Two separate questionnaires for 2 different types of administrative and social service provider were created: *Individual Admin Service Providers* and *Individual Social Service Providers*. Because of the establishment of new local government units, in Myrne and Olhynka hromadas, there were no social and administrative facilities. But right now, some people are providing those services, so it was decided to survey them as KI, named Individual Service Provider Interview (ISPI). ISPI questionnaires are similar to FKI but address person who provide service, not facility.