

Research Terms of Reference

Longitudinal Survey of People Displaced from Ukraine

[REG2204]

Out of Ukraine regional & Europe-wide response

23 June 2022

IMPACT Shaping practices
Influencing policies
Impacting lives

1. Executive Summary

Country of intervention	Ukraine				
Type of Emergency	<input type="checkbox"/>	Natural disaster	<input checked="" type="checkbox"/>	Conflict	<input type="checkbox"/> Other (<i>specify</i>)
Type of Crisis	<input checked="" type="checkbox"/>	Sudden onset	<input type="checkbox"/>	Slow onset	<input type="checkbox"/> Protracted
Mandating Body/ Agency	Co-funded: Save the Children International, GAC, SDC				
IMPACT Project Code	97AUD				
Overall Research Timeframe (<i>from research design to final outputs / M&E</i>)	15/06/2022 – 15/06/2023				
Research Timeframe <i>Add planned deadlines (for first cycle if more than 1)</i>	1. Pilot/ training: 30/06/2022 _		6. Preliminary presentation: NA		
	2. Start collect data: 06/07/2022		7. Outputs sent for validation: 4 th week of the month		
	3. Data collected: rolling on a monthly basis: weeks 1-4 of each month		8. Outputs published: w1 -2 of following month		
	4. Data analysed: rolling, 1 week after DC		9. Final presentation: tbc		
	5. Data sent for validation: every last week of the month				
Number of assessments	<input type="checkbox"/>	Single assessment (one cycle)			
	<input checked="" type="checkbox"/>	Multi assessment (more than one cycle) <i>Longitudinal study with monthly updated data collection cycles</i>			
Humanitarian milestones <i>Specify what will the assessment inform and when</i> <i>e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;</i>	Milestone			Deadline	
	<input type="checkbox"/>	Donor plan/strategy		_ _ / _ _ / _ _ _ _	
	<input type="checkbox"/>	Inter-cluster plan/strategy		_ _ / _ _ / _ _ _ _	
	<input type="checkbox"/>	Cluster plan/strategy		_ _ / _ _ / _ _ _ _	
	<input type="checkbox"/>	NGO platform plan/strategy		_ _ / _ _ / _ _ _ _	
	<input checked="" type="checkbox"/>	Other (Specify):		Policy makers within the EU; Humanitarian response planning in Ukraine's neighbouring countries	
	Audience type			Dissemination	

Audience Type & Dissemination <i>Specify who will the assessment inform and how you will disseminate to inform the audience</i>	<input checked="" type="checkbox"/> Strategic <input checked="" type="checkbox"/> Programmatic <input type="checkbox"/> Operational <input type="checkbox"/> [Other, Specify]		<input checked="" type="checkbox"/> General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors) <input type="checkbox"/> Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting <input checked="" type="checkbox"/> Presentation of findings (e.g. at HCT meeting; Cluster meeting) <input checked="" type="checkbox"/> Website Dissemination (Relief Web & REACH Resource Centre) <input checked="" type="checkbox"/> Bilateral consultations, targeted information campaigns
Detailed dissemination plan required	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/> No
General Objective	The aim of the study is to inform humanitarian, government and civil society actors responding to the needs of people displaced by the 2022 conflict in Ukraine in Europe and beyond, to support evidence-based direct provision of assistance at a programmatic and strategic level, and policy-making in the short, mid- and longer-term.		
Specific Objective(s)	Adopting a longitudinal study approach, the study aims to follow respondents displaced by the war in Ukraine in their journeys as they leave Ukraine and move to Europe and beyond, with the aim to meet the following specific objectives: <ul style="list-style-type: none"> - To determine movement trajectories and intentions of people displaced by the war in Ukraine, to and within the EU and beyond, including: <ul style="list-style-type: none"> o Where do people go and why o Intentions to stay, move on, return o Decision-making factors (facilitators and barriers) to returning and settling back in Ukraine - To determine the specific needs and challenges respondents face in the locations they decide to (intermittently) settle, in particular in relation to: <ul style="list-style-type: none"> o Access to basic services o Housing o Education o Accessing work opportunities o Protection - To determine facilitators and barriers to integration at the local level, through comparative analysis of respondents' experiences by various indicators, including socio-economic background, social network, country of settling, remote/urban location, etc. - To understand how the above experiences and challenges vary for unaccompanied and separated children. 		
Research Questions	1. What are the movement trajectories of people displaced by the war in Ukraine to the EU or beyond? 1.1. Where do people go and why? 1.2. What are the factors determining the choice to stay in a location vs to move on vs to return?		

	<p>1.3. How does decision-making over mobility change over time and what are the factors affecting this change?</p> <p>2. What are respondents' intentions to return to Ukraine?</p> <p>2.1. What is the decision-making process of respondents on returning and settling back in Ukraine?</p> <p>2.2. What are the facilitating factors influencing the decision to return?</p> <p>2.3. What are the barriers influencing the decision to return?</p> <p>2.4. What are the barrier to settling back long-term in Ukraine?</p> <p>3. What are the specific needs and challenges respondents face in the locations where they (intermittently) settle, in particular in relation to: access to basic services, housing, education, accessing work opportunities, protection?</p> <p>3.1. What are the main needs and assistance gaps that existing services need to respond to?</p> <p>3.2. How can assistance and policies be improved to respond better to the challenges faced?</p> <p>4. To what extent do people displaced from Ukraine integrate in the host country?</p> <p>4.1. What are the facilitators and barriers to integration at the local level?</p> <p>4.2. How does the experience of integration differ based on location, socio-economic background, social network and other individual or contextual indicators?</p> <p>5. In relation to research questions (RQs) 1 to 4, what is the particular experience of children and of unaccompanied and separated children?</p> <p>6. What are the implications of the findings of RQs 1 to 5 for the direct provision of assistance by humanitarian, civil-society actors and government actors ? What are the implications for policy-making within Europe, in the short, mid and longer terms?</p>																				
Geographic Coverage	Countries outside Ukraine where people displaced by the war have settled in, especially in the immediate regional neighbourhood (i.e. Poland, Moldova, Romania, Slovakia, Hungary) and reported destination countries further into the EU (France, Germany, Italy, Spain).																				
Secondary data sources	<p>Rose (2001), <i>Researching Social and Economic Change: the use of household panel studies</i>.</p> <p>Lynn (2009), <i>Methodology of Longitudinal Surveys</i>.</p> <p>OECD (2018), <i>Working Together for Local Integration of Migrants and Refugees</i>, OECD Publishing, Paris.</p> <p>http://dx.doi.org/10.1787/9789264085350-en</p> <p>IASC, 2010, <i>Framework: DURABLE SOLUTIONS FOR INTERNALLY DISPLACED PERSONS</i></p>																				
Population(s) <i>Select all that apply</i>	<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><input type="checkbox"/></td><td>IDPs in host communities</td> <td><input type="checkbox"/></td><td>IDPs [Other, Specify]</td> </tr> <tr> <td>x</td><td>Refugees in camp (collective sites)</td> <td>x</td><td>Refugees in informal sites</td> </tr> <tr> <td>x</td><td>Refugees in host communities</td> <td><input type="checkbox"/></td><td>Refugees [Other, Specify]</td> </tr> <tr> <td><input type="checkbox"/></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	<input type="checkbox"/>	IDPs in host communities	<input type="checkbox"/>	IDPs [Other, Specify]	x	Refugees in camp (collective sites)	x	Refugees in informal sites	x	Refugees in host communities	<input type="checkbox"/>	Refugees [Other, Specify]	<input type="checkbox"/>	Host communities	<input type="checkbox"/>	[Other, Specify]
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Stratification	<table border="1"> <tr> <td><input type="checkbox"/></td><td>Geographical #: _ _ _</td> <td><input type="checkbox"/></td><td>Group #: _ _ _</td> <td><input type="checkbox"/></td><td>[Other Specify] #: _ _</td> </tr> </table>	<input type="checkbox"/>	Geographical #: _ _ _	<input type="checkbox"/>	Group #: _ _ _	<input type="checkbox"/>	[Other Specify] #: _ _														
<input type="checkbox"/>	Geographical #: _ _ _	<input type="checkbox"/>	Group #: _ _ _	<input type="checkbox"/>	[Other Specify] #: _ _																

Select type(s) and enter number of strata *No stratification will be included at the research design stage		Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No		Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No		Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No
Data collection tool(s)	X	Structured (Quantitative)		<input type="checkbox"/> Semi-structured (Qualitative)		
		Sampling method		Data collection method		
Structured data collection tool (s) # 1		Purposive x Snowballing: anyone who, of respondents who gave their consent during the REACH UNHCR Border Monitoring/ Protection Profiling ¹ exercise to be interviewed for the longitudinal study, and also consents for further participation; also: Viber & Facebook opt-in respondents; Respondents who gave their consent to participation through other REACH data collection exercises in the region <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 #):_ _ _ _ _ X Individual level (Target #):_3000, growing with each data collection round _ _ _ _ _		
Data management platform(s)	x	IMPACT		<input type="checkbox"/> UNHCR		
	<input type="checkbox"/>	[Other, Specify]				
Expected output type(s)	<input type="checkbox"/>	Situation overview #: _ _	x	Report #: 1 final report	<input type="checkbox"/>	Profile #: _ _
	<input type="checkbox"/>	Presentation (Preliminary findings) #: _ _	<input type="checkbox"/>	Presentation (Final) #: _ _	<input type="checkbox"/>	Factsheet #: _ _
	x	Interactive dashboard #:1 (To be updated on a monthly basis)	<input type="checkbox"/>	Webmap #: _ _	<input type="checkbox"/>	Map #: _ _
	x	[Other, Specify] #12 monthly policy briefs				
Access	x	Public (available on IMPACT website and other humanitarian platforms)				
	<input type="checkbox"/>	Restricted (bilateral dissemination only upon agreed dissemination list, no publication on IMPACT or other platforms)				
Visibility Specify which logos should be on outputs		IMPACT Donor: SCI, SDC, GAC Coordination Framework: NA Partners: NA				

2) Rationale

2.1 Background

As of 1 June 2022, the hostilities in Ukraine which escalated on 24 February 2022 have displaced more than 6.8 million people out of Ukraine.² Many of them settle in neighbouring countries or move further into European countries and beyond.

¹ For recent outputs see [here](#) and [here](#).

² [UNHCR](#), 1 June 2022.

While in the immediate term many settle with family and friends, as conflict draws on humanitarian and government actors need to know the needs and challenges people face, both in covering their basic needs, but also in terms of settling and integrating into host communities. This is particularly important as most of those displaced are women and children and as such part of particular vulnerable groups.

This study forms the third research stream of IMPACT's Ukraine response, by informing the response to the needs of people displaced by the crisis in Ukraine in the EU, in Ukraine's neighbouring countries and other EU countries where people may decide to settle.³

2.2 Intended impact

The aim of the study is to inform humanitarian, government and civil society actors responding to the needs of people displaced by the conflict in Ukraine in Europe and beyond, to support evidence-based direct provision of assistance at a programmatic and strategic level, and policy-making in the short, mid- and longer-term.

The study will allow response actors a continued understanding of the decision-making processes over migration and challenges faced by refugees⁴ displaced over time to and within the EU (and further afield). The approach will provide a unique insight and dataset for subsequent cross-sectional in-depth analysis of longer term displacement and integration determinants, decision-making over migration trajectories over time, and intentions to return.

As such, the intended impact of the study is that humanitarian actors, civil society and, crucially, governments and policy makers have the relevant information on refugees' situation in the EU and beyond to provide assistance and develop policies in line with refugees' needs, both to respond to short-term priorities, but also longer-term policies, such as on integration and safe sustainable return. The study will also aim to shed a particular eye on the response and programming to reach those not taken charge of in collective/government/NGO-run sites, who otherwise risk to be completely invisible to responders. These groups are also those that are at particular risk of abuse, as many stay in informal arrangements with friends or people who offer to host them, away from institutional eyes.

3) Methodology

3.1 Methodology overview

The following two step approach will be implemented:

1- Collection of respondents' consent and contact details for remote phone interviews:

1.1. Protection Profiling interviews: as part of a partnership REACH holds with UNHCR in Poland, Moldova, Romania, Slovakia, REACH staff interview refugees as they cross borders and are hosted in first reception sites on the following topics: immediate needs assessment, population estimation, collection of contact details. This data collection exercise allows us to gather respondents' contact and consent for follow up phone interviews.⁵

1.2. Partnerships with Viber and Facebook Data for Good: IMPACT has established pro bono partnerships with Viber and Facebook, which allow for the dissemination of an introduction to the survey and optional, GDPR-compliant sign-up with people who fled the war from Ukraine through sharing of the survey through Viber Ukrainian refugee community groups and targeted Facebook surveys.

1.3. Inclusion of the consent component in other ongoing REACH data collection exercise in Ukraine's neighbouring region: The consent tool has also been included in other data collection exercises IMPACT or REACH

³ The other two workstreams focus on informing the humanitarian response (1) within Ukraine and (2) in its neighbouring countries.

⁴ For ease of reference people displaced by the conflict in Ukraine out of the country are here referred to "refugees", even if they have not formally applied for international protection.

⁵ As such, the detailed methodology for this approach is outlined in a separate TORs, focused on the protection profiling assessment.

are implementing with people who fled Ukraine, to increase our outreach to potential respondents to the longitudinal study.

2- Follow up surveys with refugees: regular follow-up data collection will be conducted on a monthly basis with everyone who agreed to be contacted for follow-up interviews and, at the end of each new interview round, is re-asked to confirm their consent to continue participating in the study. Data is collected through computer-assisted telephone interviewing (CATI), to determine changes in migration decision-making, challenges, integration in host countries and intentions over time. While some indicators will be monitored continuously, to determine changes over time, others will be adapted for each data collection round, to mirror the changing situation and challenges faced by the population of interest.

3.2 Population of interest

The population of interest are people who fled Ukraine in response to the crisis which started on 24 February 2022. More specifically, our pool of respondents is based on the respondents of REACH's UNHCR border protection monitoring and protection profiling assessment conducted for UNHCR, for which REACH teams interview people who leave Ukraine at border crossing points, as well as at key transit locations (bus and train stations, etc) and reception centres in neighbouring countries. This includes Ukrainian and third party nationals. Only adults (i.e. 18 years or older) are interviewed, however, the presence of children and their needs is also recorded during the interview process.

The unit of measurement is the individual, with some questions asked about the situation of the individual's household as a whole.

3.3 Secondary data review

Key information sources are: UNHCR data portal on the Ukraine crisis situation (secondary data review). Results of UNHCR/REACH's border monitoring tool and returns and UNHCR's intentions survey for contextual understanding and triangulation of findings in relation to intentions and challenges faced. Other ongoing data collection initiatives on people displaced from the war in Ukraine towards and beyond Europe, once findings are available.⁶

Questions are based on already existing question banks and questionnaires, among other:

- [IASC Framework for Durable Solutions](#);
- the European Union Labour Force Survey ([EU-LFS](#));
- the European Union Statistics on Income and Living Conditions ([EU-SILC](#)).

3.4 Primary Data Collection

During the initial interview (in person or web-based), respondents are asked whether they are willing to be contacted again for follow up surveys few weeks after the first interview. Those who agree are called 1 month after the first interview with the first follow-up data collection survey. The tool is designed to be as short and unobtrusive as possible and has been piloted to ensure Do No Harm principles are respected. Respondents are called using Viber, WhatsApp and Telegram online calling services, as these are more readily accessible than actual phone calls. After this first follow up survey, respondents will be called again on a monthly basis. Some indicators (such as living situation, key challenges faced) remain constant, to monitor changes over time, while others are adapted from data collection round to data collection round, to ensure that questions adapt to the changing situation of people interviewed.

Each data collection round will take place on a fixed monthly schedule. This means that as new consents to participate are collected through our protection profiling surveys on the ground, these participants will be included in the panel and

⁶ This includes an ongoing data collection exercise by the [OECD](#). Further data sources are monitored and will be added to the SDR as they become available.

interviewed during the next round of data collection following their consent, together with ongoing respondents. Adding new respondents to the panel as consents are given on a monthly basis will allow for a more representative sample of the target population incorporating people displaced later than when the survey started. To ensure we have the same level of information for all respondents, the tool used during each round will be made up of different modules, with all modules to fill for new respondents, compared to only the most recently added module for respondents who have already been interviewed in previous rounds. This way, we plan to have a panel of at least 3000 respondents at the end of Round 3 of data collection. This panel will continue to grow as we incorporate new consents in later rounds, allowing us to reach up to 12,000 respondents. We will hereby follow a “panel + birth” design, whereby while we have a panel that we follow from the start of data collection, new respondents are added with each monthly round of data collection.⁷

As such, our tool will include the following modules:

- 1- Welcome module: asked to every respondent we interview for the first time over phone – asked once
- 2- Core module: a set of questions asked on mobility, needs, intentions, which will be asked during each data collection round to determine changes over time in key indicators
- 3- Ad hoc modules: which will change and focus on specific topics of interest to the response. These will be developed in a roving fashion, but at a minimum we expect to have modules on: returns, integration, livelihoods, protection.

Different access strategies to include respondents (interviews at the border, Facebook and Viber, other in-person data collection efforts) are used to diversify our access to respondents and therefore limit the risk of bias through the use of one singular data source. To note, there is currently no comprehensive and complete understanding of our population of interest's primary characteristics. As such, we cannot ensure statistical representativeness at sampling stage. This is also because the initial sampling of respondents (be that protection profiling or Viber/Facebook is based on a convenience sampling method)- Rather, as we expect more information on the population's profile being produced over the next months (as EU government publish data on registration rates etc), we aim for the following approach:

- 1- Interview as many respondents as possible through various access sources
- 2- Of them, interview as many as possible through our longitudinal survey
- 3- As respondents drop out from one round to another, “refill” the sample of respondents through calling new respondents, all the while adding new respondents.

The addition of new respondents to the panel allows for two aims: (1) incorporating people displaced after the beginning of data collection, who are likely to have a different profile of those who left at first; (2) It also allows for an overall larger sample size: while the present data is based on 2,972 respondents, the aim is to eventually interview more than 10,000 respondents on a monthly basis. This way, more disaggregated data can be provided by, for instance, country and specific socio-economic or vulnerability profiles. The purpose of the refill will hence not be to re-fill respondents based on the characteristics of those who dropped out, but rather to be able to interview as many respondents as possible. Adjustment of the sample, to avoid any biases or increase accuracy based on data on the overall population, may be done in subsequent data collection rounds, should available accurate and representative data on the population of interest increase. Weighting may be included at a later stage to account for under- or over-representation of specific groups, to be determined at a later stage, based on sources available.

Once we receive the first round of data, we will produce different checks to understand: (1) who gives their consent not be interviewed; (2) who later actually responds to the phone call and completes the interview, (3) reasons for drop-out in order to adapt tools and procedures to minimise attrition rate, and (4) how our sample compares to the expected increased understanding of our population of interest. Based on this we may implement at analysis stage weighting of findings to make sure our sample better represents the wider population.

⁷ For more info on this approach, please consult: Rose (2001), *Researching Social and Economic Change: the use of household panel studies*; Lynn (2009), *Methodology of Longitudinal Surveys*.

Data collection set-up:

A total of 30 enumerators who are remotely located within Ukraine are collecting the data through phone calls done via messaging platforms Viber/Whatsapp/Telegram. The interviews are conducted in Ukrainian and Russian (depending on the respondents' mother tongue), as well as English if needed. In adherence to GDPR, enumerators are given access to only the minimum information and personal data necessary for each to begin an interview. The minimum information necessary for each round of data collection is placed in a calling list stored in IMPACT's server and only accessible through credentials and password. The calling list contains the numbers to call on a regular basis, as well as the preferred messaging platform and language. Whether and to what extent respondents participate and interviews are successfully concluded is tracked by each enumerator through a phone call tracking sheet, where enumerators record when they tried to reach out to respondents and how, etc. This tracking sheet ensures that every enumerator follows the same system in outreach and (repeated) follow-up with respondents. Should respondents not reply to a call/message for three times or more, their number is removed from the list for subsequent interviews.

At every follow up survey the respondent's consent to participate in the survey is confirmed. On this basis, the phone calling sheets are regularly updated.

Enumerators will be grouped in groups of 5, each of them headed by a head enumerator, who is more experienced than the others and will operate as a team lead, to assign and overall manage the daily workload of colleagues, and report to the AO in charge with the data and any challenges faced.

Enumerators are briefed and debriefed on a regular basis with team and bilateral calls to check on homogenisation, data collection progress, challenges and trends. At the beginning of each round of data collection, enumerators are provided with clear list of respondents to be interviewed, weekly targets and any other information needed to conduct the interviews.

3.5 Data Processing & Analysis

Enumerators enter the data directly on KOBO. The data is entered in the language enumerators conduct the interview in and later translated by a dedicated staff prior to analysis. Data is cleaned on a rolling basis based on daily feedback sessions with enumerators. Any changes in the data during the cleaning process will be recorded in a cleaning log.

For the first data collection rounds, analysis is done using basic frequencies, as well as by comparing reporting in first vs second follow up rounds. As the pool of respondents grows, more intricate analysis will be run, including comparing reporting based on time respondents left Ukraine and socio-economic background, as well as based on country of destination and other key indicators. Excel and R will be used for analysis.

As respondents are both tracked over time, while new ones are added with each month of data collection, data will be analysed in two ways: first, cohorts' experiences will be tracked over time, tracking the same set of respondents and changes in their responses over time ("cohort analysis"). Second, data will also be presented when relevant in a "snapshot" fashion, where findings are presented for all respondents in a given month to give an up-to-date picture of the situation for respondents at a specific point in time. Longitudinal analysis, however, will be conducted looking at changes over time of different cohorts, to ensure the same people and changes in their situation are tracked (without other external factors potentially confounding the analysis).

3. Roles and responsibilities

Table 2: Description of roles and responsibilities⁸

⁸ The below represents the set-up as of 26 April 2022, ie during the early stages of the project. It is anticipated that the set-up will change as the scope of the research (and team) grows. This table will be updated accordingly.

Task Description	Responsible	Accountable	Consulted	Informed
Research design	Research Specialist / Senior Assessment Officer (SAO)	Research Specialist	HQ research team	
Supervising data collection	SAO	SAO		HQ research team
Data processing (checking, cleaning)	SAO	Research Specialist	HQ research team	
Data analysis	SAO	Research Specialist	HQ research team	
Output production	SAO/Research Specialist	Research Specialist	HQ research team	
Dissemination	SAO, Research Specialist	Research Specialist		HQ research team
Monitoring & Evaluation	SAO, Research Specialist	Research Specialist		HQ research team
Lessons learned	SAO, Research Specialist	Research Specialist		HQ research team

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

4) Key ethical considerations and related risks

For detailed guidance on how to complete this section, see also Step 5 of the IMPACT Research Design Guidelines

The proposed research design meets / does not meet the following criteria:

The proposed research design...	Yes/ No	Details if no (including mitigation)
... Has been coordinated with relevant stakeholders to avoid unnecessary duplication of data collection efforts?	Y	
... Respects respondents, their rights and dignity (specifically by: seeking informed consent, designing length of survey/ discussion while being considerate of participants' time, ensuring accurate reporting of information provided)?	Y	
... Does not expose data collectors to any risks as a direct result of participation in data collection?	Y	
... Does not expose respondents / their communities to any risks as a direct result of participation in data collection?	Y	

... Does not involve collecting information on specific topics which may be stressful and/ or re-traumatising for research participants (both respondents and data collectors)?	Y	
... Does not involve data collection with minors i.e. anyone less than 18 years old?	Y	
... Does not involve data collection with other vulnerable groups e.g. persons with disabilities, victims/ survivors of protection incidents, etc.?	Y	
... Follows IMPACT SOPs for management of personally identifiable information ?	Y	

5) Data Analysis Plan

Please consult the tool, separately available, upon request.

6) Data Management Plan

Available upon request.

7) Monitoring & Evaluation Plan

IMPACT Objective	External M&E Indicator	Internal M&E Indicator	Focal point	Tool	Will indicator be tracked?
Humanitarian stakeholders are accessing IMPACT products	Number of humanitarian organisations accessing IMPACT services/products	# of downloads of x product from Resource Center	Country request to HQ	User_log	x Yes
		# of downloads of x product from Relief Web	Country request to HQ		x Yes
		# of downloads of x product from Country level platforms	Country team		<input type="checkbox"/> Yes
	Number of individuals accessing IMPACT services/products	# of page clicks on x product from REACH global newsletter	Country request to HQ		x Yes
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly	Country team		<input type="checkbox"/> Yes
		# of visits to x webmap/x dashboard	Country request to HQ		x Yes
IMPACT activities contribute to better program implementation and	Number of humanitarian organisations utilizing IMPACT services/products	# references in HPC documents (HNO, SRP, Flash appeals, Cluster/sector strategies)	Country team	Reference_log	[List here relevant HPC-documents to be monitored: E.g. Iraq HNO 2018, Iraq Flash Appeal Mosul, Shelter Cluster strategy]

coordination of the humanitarian response		# references in single agency documents			[List here relevant agency-documents to be monitored: E.g. UNHCR Country Strategy, UNICEF WASH Response Strategy]
Humanitarian stakeholders are using IMPACT products	Humanitarian actors use IMPACT evidence/products as a basis for decision making, aid planning and delivery Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	Perceived relevance of IMPACT country-programs	Country team	Usage_Feedback and Usage_Survey template	[Outline here the usage survey to be implemented for this research cycle E.g. Usage survey to be conducted in November 2017, following the release of x outputs, targeting at least 10 partners E.g. Usage survey to be conducted at the end of the research cycle related to all outputs, targeting at least 20 partners]
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			
		Perceived capacity of IMPACT staff			
		Perceived quality of outputs/programs			
		Recommendations to strengthen IMPACT programs			
Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle	Number and/or percentage of humanitarian organizations directly contributing to IMPACT programs (providing resources, participating to presentations, etc.)	# of organisations providing resources (i.e. staff, vehicles, meeting space, budget, etc.) for activity implementation	Country team	Engagement_log	x Yes
		# of organisations/clusters inputting in research design and joint analysis			x Yes
		# of organisations/clusters attending briefings on findings;			x Yes

