Research Terms of Reference

Area based Multi-Sector Needs Assessment – Hurricane Matthew Haiti

October 2016
Version 1.1

REACH Informing more effective humanitarian action

1. Summary

Country of intervention	Haiti					
Type of Emergency	X	Natural disaster		Conflict		Emergency
Type of Crisis	X	Sudden onset		Slow onset		Protracted
Mandating Body/ Agency	OFDA					
Project Code	41iACK 0O8 (ACTED 41CSO O65)					
REACH Pillar	X	Planning in Emergencies		Displacement		Building Community Resilience
Research Timeframe	October – December 2016					
General Objective	To provide quality updated information on the situation in Haiti to enable cross-sectorial planning by settlement, assisting humanitarian actors in making a better-informed decision about the scale, scope, and location of a humanitarian response following Hurricane Matthew					
Specific Objective(s)	- Identify priority needs in a selection of affected areas in Sud and Grand Anse Departments, - Identify the functionality and accessibility of key local services/infrastructure in Sud and Grande Anse pre and post hurricane.					
Research Questions	- What are the functional and accessible facilities/services pre-post hurricane in Sud and Grand Anse? - What is the extent of shelter damage across affected areas and what communities need to support shelter recovery and accessibility in Sud and Grand Anse? - What is the food, health, education, livelihoods, shelter situation pre-post hurricane in Sud and Grand Anse? -					
Research Type		Quantitative		Qualitative	X	Mixed methods
Geographic Coverage	Selection of communities in Sud and Grand Anse Departments					
Target Population(s)	Affected communities: IDPs and Local population					
Data Sources	Secondary Data: - UNOSAT_TropicalCyclone_Matthew_Population_Exposure_Analysis - http://reliefweb.int/sites/reliefweb.int/files/resources/UNOSAT_TropicalCyclone_Matthew_Population_Exposure_Analysis%207.pdf - Composite index of hurricane impact - wind and rain: - https://data.humdata.org/dataset/37455eee-27bc-4aef-b766-eae0583187b3 - Haitian Institute of Statistics and Information (IHSI) – population data 2015 – with p-codes of section communale - Population numbers HDX Haiti					

	Primary Data: - Baseline data collection – participatory mapping and key informant questionnaire in a selection of 29 locations in Grand Anse and Sud – to be collected between mid October and early November 2016		
Expected Outputs	• Factsheets by location • Maps resulting from participatory mapping of each area		
	Audience type		Specific actors
	X	Operational	
		Programmatic	
	X	Strategic	
		Other	
Access	X	Publicly available	
		Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)	
		Other	
Visibility	REACH logo on all outputs.		
Dissemination	REACH resource centre, via COUD, COUND, DPC, OCHA– International and local actors		

2. Background & Rationale

In the evening of October 3, 2016, Haiti's southern tip was struck by Hurricane Matthew, a category 4 hurricane on the Saffir-Simpson Wind Scale. The hurricane was one of the most violent in the past 10 years, and probably one of the most violent since hurricane Hazel in 1954, with average wind speed of 230km/h (145 mph) and sea levels rising by three meters in some areas. On October 4, the hurricane was slowly moving off of Haiti, but heavy rains and thunderstorms continued, coupled with violent gusts of wind. Violent winds and rains, severe floods and mudslides following the hurricane caused enormous damages in the Sud and Grand'Anse departments. Hundreds of homes are severely damaged, trees are uprooted, fields are flooded, and entire towns are unrecognizable and disaster-stricken.

So far, as a direct result of the hurricane, 2.1 million people (20% of the Haïtian population), including 894,057 children, are affected, and 1,410,774 people (12.9% of the population), including 592,581 children in need humanitarian assistance. The Close to 100% of the population of the Grand Anse Department was affected (468,000 persons) with an additional 775,000 persons affected in the department of Sud. Widespread destruction to crops and livestock, and mass damage to WASH infrastructure, have led to concerns over long-term vulnerabilities due to loss of livelihoods and outbreaks of waterborne diseases. Until today, the hurricane has displaced approximately 175,500 people (OCHA), and many of them are currently living in temporary collective centers, which has become one of the main priorities for the humanitarian response across the most affected areas in Sud and Grand Anse departments. Many of these shelters were formerly schools, which could not be opened on time for the school year in many cases. In other cases, these schools have been moderately or severely impacted by the hurricane.

The city of Jeremie is situated in the Department of Grand Anse, in the north of Haiti. Approximately 125,000 people live in this urban area surrounded by high mountains and nearby the sea. Due to its geographical location in the coast line, and its

location in the trajectory of the hurricane, Jeremie together with les Cayes in the south were two of the main urban centers most affected by hurricane Matthew.

Area-based approaches[1] promote multi-sector and multi-stakeholder action in a given territory and are 'informed by community-decision making mechanisms reflective of the social, economic and physical features of the defined area' (USAID, 2011). The advantages of area-based approaches over sector-specific humanitarian action have been recognized by various stakeholders (IIED 2014). Referring to the use of area-based approaches in the Haiti response, an IASC study concluded that 'putting communities at the core of an integrated response yields higher impact' (IASC 2010, quoted in IIED 2014). For the success of an area-based approach, two components are key:

- The effective identification of target communities and the delineation of the territory they inhabit (their area or settlement). In urban settings this will typically consist of neighbourhoods, while in rural areas this will vary depending on local social, economic, and physical context (a valley, draining basin, etc). This toolbox will use 'community area' to indicate an area delineated in this manner by community members. Community areas do often not correspond to existing administrative and service-catchment boundaries, instead reflecting informal community-based relationship and decision-making networks.
- The identification of effective community counterparts to inform and support the implementation of area-based programming.

3. Research Objectives

Primary objective: To strengthen the effectiveness of the humanitarian response following Hurricane Matthew, through improved humanitarian information management and coordination with area-based multi-sector response.

Specific objectives :

- Identify priority needs in a selection of affected areas in Sud and Grand Anse Departments,
- Identify the functionality and accessibility of key local services/infrastructure in Sud and Grande Anse pre and post hurricane.

4. Research Questions

- What are the functional and accessible facilities/services pre-post hurricane
- What is the extent of shelter damage across affected areas and what communities need to support shelter recovery and accessibility in Sud and Grand Anse?
- What is the food, health, education, livelihoods, shelter situation pre-post hurricane in Sud and Grand Anse?

5. Methodology

5.1. Sampling and population of interest

As part of this project, REACH will implement Key informant interviews and participatory mapping techniques to gain understanding of the impact and current humanitarian situation post hurricane Matthew. As rapid and timely information gathering is necessary to assess immediate needs and impact in the aftermath of the hurricane, a selection of communities will be assessed in Grand Anse and Sud Departments to provide an indication of how communities displaying similar characteristics have been affected.

Sampling of geographic locations to be assessed

[1] Also known as settlement or, in urban areas, neighborhood approaches

Given anticipated commonalities in access, livelihoods, hurricane impact, according to whether areas are coastal or inland, highland or lowland, and urban and rural, as well as an island, a combination of this criteria will be used to inform community selection in both Sud and Grand Anse Departments.

Sections communales - the lowest administrative unit for which population data are available - will be used as an entry point to categorise areas. However, if a *section communale* falls in several categories (eg. there is a main town as well as rural areas; there are both lowland and highland areas, etc,), it will be sub-divided as many times as needed to better reflect the different areas of the *section communale*. Ex: 3rd *section communale* Cosse (*Commune* of Les Anglais) is sub-divided into four areas:

- Cosse I: urban – coastal – lowland (corresponding of the main town Les Anglais).
- Cosse II: rural – coastal – lowland
- Cosse III: rural – inland – lowland
- Cosse IV: rural – inland – highland

The following criteria will be used for the categorisation:

- Urban vs Rural: urban and rural population figures from 2015 HDX population figures are to be used. As long as some urban population was indicated in a *section communale*, the *section communale* will be subdivided into urban and rural areas.
- Coastal vs Inland: areas near the sea and within which community members can rely on sea resources such as fishing will be classified as coastal.
- Lowland vs Highland: based on discussion with different actors and considering how local communities define themselves, areas above 400 metres will be classified as highland.

Table 1: Area categories

	Urban vs Rural	Coastal vs Inland	Elevation
1	Urban	Coastal	Low land
2	Rural	Coastal	Low land
3	Urban (i.e. main town)[2]	Inland	Low Land
4	Urban (i.e. main town)	Inland	High land
5	Rural	Inland	Low land
6	Rural	Inland	High land
7	Island		

A maximum of 20 areas, for each *department* will be selected across categories, according to a combination of the following criteria:

- Areas most affected by damage according to secondary data
- Number of *section communales* falling within the specific category
- Wind speed and rain fall – which indicates the distance within the centre of the hurricane
- Population numbers in each area
- Recommendations by local actors/government bodies

[2] *'Urban' refers to the main town in an inland, rural, section communales, in which areas are organised around a main town and many small groupings of very scattered households around this town, in rural areas. As the situation is sufficiently different, despite low population size of these main towns, this warrants a separate categorisation.*

Based on the combination of these categories, a coefficient number is created to identify the priority locations in each department.

From the initial list based on the coefficient, additional information will be taken into account as the assessment is ongoing – such as accessibility and feasibility, safety and security. Within the *section communale*, a *localité* will form the entry point for the assessment, chosen in coordination with the mayor and *Casec*[3] in each Grand Anse and Sud.

Table 2: Selected communities in Sud

[3] Casec = community leader within a localitie or group of localities.

Category	Commune	Section Communale
Urban, Coastal, Lowland	Roche à Bateau	Centre ville
Urban, Coastal, Lowland	Port à Piment	Centre ville
Urban, Coastal, Lowland	Chardonnières	Centre ville
Urban, Coastal, Lowland	Tiburon	Centre ville
Urban, Coastal, Lowland	Les Cayes	La Savanne + La Creole + Morne Coquilles + City Center
Urban, Inland, Lowland	Arniquet	Centre ville
Urban, Inland, Lowland	Camp Perrin	Centre ville
Urban, Inland, Highland	Chardonnières	1ere section Randel
Rural, Coastal, Lowland	Port Salut	2eme section Dumont
Rural, Coastal, Lowland	Tiburon	1ere section Blactote
Rural, Inland, Lowland	Tiburon	3eme section Loby
Rural, Inland, Lowland	Torbeck	2eme section Bérault
Rural, Inland, Highland	Chantal	3eme section Carrefour Canon
Rural, Inland, Highland	Les Anglais	3e section Cosse
Island	Ile à Vache	1ere section Ile a Vache

Table 3. Selected communities in Grand Anse

Category	Commune	Section Communale
Urban, Coastal, Lowland	Jeremie	Centre ville
Urban, Coastal, Lowland	Dame Marie	Centre ville
Urban, Coastal, Lowland	Anse d'Hainault	Centre ville
Urban, Inland, Lowland	Marfranc / Jeremie	Marfranc centre ville
Urban, Inland, Lowland	Dame Marie	Desormeau
Urban, Inland, Highland	Beaumont	Centre ville
Rural, Coastal, Lowland	Abricot	Balisiers
Rural, Coastal, Lowland	Corail	Duquillon
Rural, Coastal, Lowland	Dame Marie	Bariadelle
Rural, Inland, Lowland	Chambellan	Boucan
Rural, Inland, Lowland	Marfranc / Jeremie	Iles Blanches
Rural, Inland, Highland	Moron	L'Assise
Rural, Inland, Highland	Les Irois	Belair
Rural, Inland, Highland	Roseaux	Fonds Cochon
Island	Pestel	Pestel

Sampling of the Key Informants

Purposive selection of the participants for the Key Informant Interviews and the Participatory mapping will be used to select the most adequate KI in each location to provide the relevant humanitarian information. In each location, 1 key informant essential to the community and aware of the situation of the multisectoral needs of the context has been interviewed.

5.2. Methodology

The assessment will adopt a mixed methodology approach, including participatory mapping and key informant interviews. The assessment will consist on the completion of a baseline assessment in areas within the departments of Grand Anse and Sud.

Baseline Assessment

The baseline assessment will be completed within 4 weeks, giving a rapid indication of needs and vulnerabilities across affected areas in Sud and Grand Anse. This phase will include comprehensive participatory mapping of selected communities and a key informant questionnaire to supplement spatial analysis with an understanding of needs and vulnerabilities.

i. Participatory Mapping:

Base-maps will be used to map out affected areas as part of a focus group discussion with community representatives. The boundaries of the area will be delineated in accordance with community member inputs, with key infrastructure mapped according to accessibility and functionality indicating pre and post hurricane Matthew status. Community members will be asked to explain and show where access routes have been affected, which areas and types of housing have been most affected, and to what degree, the impact on WASH facilities, schools, churches, markets and medical facilities available. A complete questionnaire will be developed for the KI interviewed to provide all the information required for this. Additionally, a key component is an understanding of shelter damage and whether specific areas have experienced more damage. The exercise will take place across all selected areas, run in conjunction with the key informant tool.

Step 1: Base maps of selected communities will be prepared and printed out ready to be used– adequately large to ensure that participants in the exercise can draw on the map which will be the basis of discussion.
Step 2: A question route will be designed leading the group through discussion to understand where key infrastructure is located and how this has been affected by the hurricane.
Step 3: Enumerators will be trained to approach the community leader who will facilitate the gathering of knowledgeable community representatives who are able to speak about the situation overall across the area. In advance to each visit to each location, the assessment team contacts the marie / local government of the area to anticipate the assessment and get approvals and support on the selection of participants.
Step 4: Once all community members are gathered they will be led through a discussion to draw and indicate the situation in the specific community being assessed. The note taker will ensure that additional information, beyond the scope of the form or map is documented.
Step 5: Upon returning from the field a detailed debrief will take place to ensure that all information is clear, any necessary follow-up is noted.
Step 6: Digitising will begin, cross-checking information with information gathered from the key informant tool. Maps will be created and finalized.

ii. Assessment through a key informant questionnaire:

A structured Key Informant (KI) questionnaire will be developed and administered to a community representative focused on needs and community capacity – complementing information gathered from the participatory mapping which explores the functionality and accessibility of services and roads, as well as shelter damage. A more in-depth understanding of WASH, Livelihoods, displacement, education, shelter and health, disaggregated by sex, will be used to identify the implications of accessibility, functionality and damage identified in the participatory mapping exercise. The questionnaire has been designed in alignment with that of the government designed multi-sector tool led by the Direction de la Protection Civile (DPC), the Centre Opérationnel d'Urgence National (COUN) and Centres Opérationnels d'Urgence Départementaux. The WASH

component will be fully aligned with the Global WASH cluster led harmonized key informant tool to ensure comparability.

5.3. Secondary data review

Prior to, and throughout, data collection, assessment teams will continue to monitor secondary data to inform a) the design and content of the questionnaires/mapping exercise b) inform the categorisation of areas for assessment c) and to ensure contextualisation of findings for the final output production in the baseline and monitoring rounds.

5.4. Primary Data Collection

Primary data collection will be undertaken in hard copy maps for the participatory mapping, and through KOBO for the KI interviews administered. Data collection teams will be trained in the use of the surveys and maps to make sure there is a clarity in what the assessment teams are looking for and what pieces of information are essential. Primary data collection will follow the process mentioned above.

6. Activities and Product Typology

This assessment is integrated in an ACTED OFDA proposal. Under this proposal, the following activities have been identified:

A.1 Identification of settlements in all areas severely affected by Hurricane Matthew: a participatory mapping exercise will be conducted to delineate settlements / areas[4], These are likely to correspond to neighbourhoods in cities and individual or groups of villages in rural areas.
A.3 Implementation of a multi sectoral needs assessment in most severe affected areas in the departments of Grand Anse and Sud.
A4. Copernicus, and in particular cases UNOSAT, will conduct a satellite imagery analysis of pre-post damage, producing a series of maps outlining identified settlements and their number.
A5. Resulting findings will be displayed in broadly disseminated factsheet per relevant area.
A5. An overall analysis which will compare trends by geographical location and by type of settlement (informal/slum urban vs other urban, vs hill rural vs flat land rural, etc.)

Table 4: Type and number of products required

Type of Product	*Number of Product(s)*	*Additional information*
Factsheet	1 fachseet per area assessed	
Situation overview	1 full report MSNA and 1 full report updated baseline	
Maps	2 maps per facsheet	

7. Management arrangements and work plan

7.1. Roles and Responsibilities, Organigram

- REACH Team Leader: Overseeing all activities, coordinating the planning and implementation of the project, coordinating with local government, international and local NGOs. Ensuring harmonisation with existing efforts, coordinating logistics, budget and team management.

[4] Area-based settlement approaches - Also known as *area* or, in urban areas, *neighborhood* approaches –are considered here to promote multi-sector and multi-stakeholder action in a given territory and are 'informed by community-decision making mechanisms reflective of the social, economic and physical features of the defined area' (USAID, 2011).

- REACH Assessment Officer: Design of tools, methodology, sampling plan, questionnaires and data collection timeframe and plan under the supervision of the team leader and with support of assessment intern and GIS officer.
- REACH GIS Officer: Preparing and printing all base maps and maps for participatory mapping, digitising all imagery, preparing all mapping outputs.
- REACH Assessment Intern: Supporting Assessment officer with production of factsheets, secondary data review and conducting debriefs following participatory mapping focus group discussion.
- Data collection officers x 3 per location: Leading all data collection, monitoring daily implementation of plan, managing teams of enumerators, support with data entry and debriefs. A total of 10 enumerators are hired in total for each Grand Anse areas and Sud areas.
- IMPACT global team (Geneva)
- Global Coordinator: Overseeing all technical inputs and outputs of assessment, ensuring adherence to global quality standards – reviewing tool, methodology, sampling approach, and factsheets.
- Reporting Officer: Responsible for grant management and reporting
- GIS Officer: Providing technical guidance and validation of all mapping inputs and outputs – providing technical guidance to GIS officer and supporting in participatory mapping map preparation and digitising.
- Communications Intern: Supporting with translation of key documents into French and English, dissemination of all outputs at global level.

7.2. Resources: HR, Logistic and Financial

This assessment is funded through an OFDA grant, as well as partially with the support of the Global Wash Cluster

7.3. Work plan

Activity	October				November				December			
Planning and preparation for Baseline												
Implementation of baseline in Sud												
Implementation of baseline in Grand Anse												
Report and output production for baseline												
Disemmination												

8. Monitoring and Evaluation

Table 5: Monitoring and evaluation targets

Objective	Indicator	Target	Data collection methodology
To improve the availability of information on the situation in Haiti to enable cross-sectorial planning by settlement, assisting humanitarian actors in making a better-informed decision about the scale, scope, and location of a humanitarian response following Hurricane Matthew	Number and percentage of humanitarian organizations utilizing information management services	*At least 5*	*Informal meetings*
	Number of products made available by information management services that are accessed by clients	*At least 5*	Informal meetings

9. Risks & Assumptions

Table 3: List of risks and mitigating action

Risk	*Mitigation Measure*
Not possible to access areas intended to be assessed due to security, road blockages or logistics challenges	REACH will coordinate with local authorities and humanitarian actors to review on-going security security situation an accessibiltiy. Data collection will be organised to allow flexibility to readjust schedules and assess most accessible areas first whilst establishing plans to assess less accessible areas. If an area is deemed to be completely inaccessible, a new area will be selected from within the target caegories
It is not possible to obtain approvals to collect data from certain areas	REACH will meet with the COUD in Port Au Prince as well as the DPC in Les Cayes and Jeremie, ensuring that the assessment questionnaire and methoodology is approved by authorities who will be continually engaged throughout the process. The questionnaire will be closely aligned wuth the original multi-sector tool developed by the DPC in the first days of the crisis.
Community members in some areas are unwilling to participate in the assessment	Survey questions will respect humanitarian protection guidelines and respondents will be approached in a courteous and respectful manner, while emphasising the importance of the information gathered. If communities remain unwilling to participate, enumerators will be instructed to move on to other areas.

10. Documentation Plan

- Terms of reference
- Indicator list
- Participatory Mapping question route (done)
- Key informant questionnaire (done)
- Raw datasets for key informant tool
- Copies of field maps and notes from participatory mapping – raw and filed
- Cleaning log
- Clean datasets
- Factsheets for each area
- Maps for each area

Other internal documents :

- Workplans
- Sampling plans
- Data collection plans
- ODK xls
- Training materials (done)

11. Annexes

1. Data Management Plan
2. Questionnaire(s) / Tool(s)

Annex 1 : Data Management Plan

Administrative Data	
Project Name	Haiti Hurricane
Project Code	41iACK 0O8 (ACTED 41CSO O65
Donor	OFDA
Project partners	ACTED
Project Description	Area based multi-sector needs assessment of hurricane affected communities
Project Data Contacts	Temporary - ana.garcia@reach-initiative.org
DMP Version	Version 1 (October 2016)
Related Policies	Data management plan based on models and standards developed by the Digital Curation Centre (DCC), http://www.dcc.ac.uk
Data Collection	
What data will you collect or create?	• Key Informant interviews: collected with ODK on smartphones, sent to server, exported to Excel. Paper forms when smartphones not feasible with data entry into excel. • Participatory mapping through focus group discussion digitised into maps and notes written up on word. • Data collection tools will be designed in DOCX format and then stored as both DOCX and Kobo forms. The tools will be available both in English and French. • The data collected by the enumerators through KoBo will be exported each day to XLSX format and properly stored (see Storage and Backup section). • All information collected in qualitative text notes will be coded into categories to be able to analyse them in an Excel database. • All data collected as part of this project will be original. For the purposes of spatial analysis, this data will be combined with pre-existing spatial data from OCHA and other sources. Each data source will be properly referenced.
How will the data be collected or created?	• Data will be collected through a combination of different qulitative methodologies and indicators. Data collection includes a KI data collection tool and a participatory mapping tool, including also a debriefing questionnaire form. • REACH teams will lead the technical desing of these tools. • All tools that will be used are piloted by REACH team at least one day before the full data collection is rolled out, both at office and field level, to make sure that the enumerators master the questionnaire and potential issues arise before the beginning of the data collection process.
How will be data cleaned and triangulated?	• The data will be compiled for each of the locations into one unique dataset with all the locations in Grand Anse and Sud. The data will be reviewed and cleaned once it has been downloaded from the phone devices to the laptops. Data will be triangulated through secondary data review.
Documentation and Metadata	
What documentation and metadata will accompany the data?	• Metadata on the times of data entry and data export are automatically generated by KoBo for each data collection form submitted.

	• Date, time, enumerator IMEI – enumerator IMEI will be encrypted. Data cleaning logs will be kept. • Data sets provided will be equipped with a "readme" tab detailing the contents of the file, overall information about the project and any other information necessary to interpret the dataset. • Datasets will be anonymized for public access.
Ethics and Legal Compliance	
How will you manage any ethical issues?	• Participant contact details will be kept for follow-up purposes only, with only one member of the team – the data collection officer - having access to this information. Oral consent will be obtained from all participants for their participation in the mapping and key informant interviews, where information will be shared. All data is owned by OFDA and IMPACT Initiatives - REACH and therefore sharing will be upon the donor's guidelines.
How will you manage copyright and Intellectual Property Rights (IPR) issues?	• All data collected and analysed as part of the project will be owned by OFDA and REACH will publicly disseminate for public use and interest. All rights to this data are reserved to them.
Storage and Backup	
How will the data be stored and backed up during the research? How will you manage access and security?	• All REACH staff laptops, mobile devices and email accounts will be password-protected, while personal laptops are not allowed for work as a general rule. • Collected data will be protected in the encrypted, password-protected account on KoBo. The password to this account will be provided only to REACH staff members who are working directly on the assessment. • REACH Assessment Officers and GIS officers will be in charge of backing up all the files and data on a weekly basis. Data collected in the field should be downloaded and backed up every day after data collection, internet connection allowing to do so. • All data will be backed up on an external hard drive and later saved in the general server in IMPACT initiatives HQ for a safe copy. Data will be sent to OFDA for their safe storage. • IMPACT is in the process of securing a space on the server of the European Organization for Nuclear Research (CERN). As part of the REACH initiative (operated jointly with UNOSAT), IMPACT benefits from a dedicated space on the CERN server, which is highly protected against potential external cyber-attacks. Once this space is secured, all data will be store there, instead of on IMPACT HQ Geneva's conventional server.
	• Non-anonymised data with identifiers such as contact names, GPS will only be accessible to the Assessment Officer and Team leader for the management of the project. Information with OFDA will be shared anonymized unless specifically requested by OFDA.
Selection and Preservation	
Which data should be retained, shared, and/or preserved?	• All data should be retained by OFDA and IMPACT Initiatives. Final products will be shared through public and diverse platforms to support the humanitarian response; raw datasets with personal identifiers can

	be shared upon request and validation from OFDA.
What is the long-term preservation plan for the dataset?	• Data will be kept on server as a safe back up copy, and shared with OFDA for their storage and use. There are no specific financial of logistics considerations which might impact the long-term management of the data.
Data Sharing	
How will you share the data?	• Final products will be done through the regular humanitarian channels. Raw data will be shared upon request after measure to respect protection concerns of those interviewed. • Anonymized data will be available on the REACH Resource centre and distributed to the humanitarian community.
Are any restrictions on data sharing required?	• No personal details identifying interviewees will be shared. • No permissions will be granted to any other party for use of reuse of the non-anonymized data.
Responsibilities	
Who will be responsible for data management?	• The Assessment Manager will be responsible for creating, drafting and revising the data management plan, under the direct supervision of Global Coordinator and GIS manager. • Once the data analysis is completed, the Assessment Officer will be in charge of transferring all data to IMPACT Geneva HQ.

Adapted from:
DCC. (2013). Checklist for a Data Management Plan. v.4.0. Edinburgh: Digital Curation Centre. Available online: http://www.dcc.ac.uk/resources/data-management-plans

Annex 2 : Questionnaire(s) / Tool(s) – add link

Annex 3: Sampling of locations Grand Anse

Sample Short list

Row Labels	Sum of TOTAL (w COEFF	Extra Info	Selected
Rural Coastal Lowland	**41**		Reserve
1re Section Matador (Jorgue) I	3.3	25-50% markets destroyed	
2e Section Balisiers	3.3		
5e Section Baliverne	3		
4e Section la Sering ue	3		
1re Section Desormeau ou Bonbon	3		
1re Section Anse du Clerc	3		
4e Section Petite Rivière	2.7		
2e Section Belair I	2.7		
1re Section Grandoit	2.6		
3e Section Îlet à Pierre Joseph	2.3		
1re Section Bariadelle	2		
4e Section Mandou	1.7		
4e Section les Gommiers	1.6		
1re Section Duquillon	1.6		
2e Section Espère	1.6		
1re Section Carrefour Charles ou Jacqu	1.3		
1re Section Bernag ousse	1.3		
3e Section Champy (Nan Campêche)	1		
Rural Inland Lowland	**37.9**		
1re Section Dejean	3.3		
2e Section Boucan	3.3	>50% markets destroyed	
1re Section Anote ou 1re Tapion	3.3		
6e Section Îles Blanches I	3.3		
2e Section Boudon	2.7		
3e Section Dang lise	2.7		
3e Section Haute Guinaudée I	2.6		
2e Section Dallier	2.4		
5e Section Ravine à Charles	2.3		
4e Section Basse Guinaudée	2.3		
2e Section Haute Voldrog ue I	1.9		
3e Section Grand Vincent	1.6		
2e Section Chardonnette	1.6		
2e Section Fond d'Icaque	1.3		
1re Section Basse Voldrog ue	1.3		
3e Section Jean Bellune	1		
1re Section Carrefour Charles ou Jacqu	1		
Rural Inland Highland	**24.2**		
3e Section l'Assise ou Chameau	3		
2e Section Sources Chaudes	2.7		
2e Section Belair II	2.4		
1re Section Matador (Jorgue) II	2.4		
6e Section Îles Blanches II	2.4		
1re Section Beaumont	1.9		
4e Section Tozia	1.9		
2e Section Haute Voldrog ue II	1.9		
3e Section Haute Guinaudée II	1.7		
2e Section Fond Cochon ou Lopineau	1.6	11.000	
5e Section Duchity	1.3	3.000	
3e Section Mouline	1	12.000	
Urban Coastal Lowland	**21**		
9e Section Fond Rouge Torbeck	3.3		
Centre ville (Dame Marie)	3		
Centre ville (Irois)	2.7		
Centre ville (Jeremie)	2.6		
7e Section Marfranc ou Grande Rivièr	2.3		
3e Section Garcasse	2		
Centre ville (Pestel)	1.3		
Centre ville (Corail)	1.3		
Centre ville (Anse d'Hainault)	1.2		

		PILOT/1st day data collection						
	Team leader	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday
Location 1	Lea	Jeremie	Bariadelle	Balisiers				
Location 2		Jeremie	Desormeau	Dame Marie	Jeremie			
Location 3	Rinchin			Manfranc		Belair	Boucan	
Location 4			Fond Cochon	illes blanches	Jeremie (TBD)	Hainault	L'assise au Chameu	
Location 5	Ana							
Location 6			Beumont	Beumont	Duquillon			