

Research Terms of Reference

Mapping and Profiling of Communities in Rural Manteqas and Urban Nahiyas in North and Northwest

Research Cycle: AFG2204

Afghanistan

[March,2023]

[Version Two]

AGORA

1. Executive Summary

Country of intervention	Afghanistan						
Type of Emergency	<input checked="" 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	NMoFA						
Project Code	02iAHT						
Overall Research Timeframe	07/06/2021 to 30/03/2023						
Research Timeframe	1. Start collect data: 21/05/2022			4. Data sent for validation: 10/4/23			
Phase 1. Community Mapping	2. Data collected: 17/08/2022			5. Outputs sent for validation: 20/5/2023			
	3. Data analzed 5/ 04/ 2023			6. Outputs publised: 20/5/2023			
Phase 2. Community Profiling	1. Start collect data: 05/03/2023			4.Data sent for validation: 10/04/23			
	2. Data collected: 30/03/2023			5. Outputs sent for validation: 20/05/23			
	3. Data analysed: 05/04/2023			6. Outputs published: 25/05/2023			
Number of assessments	<input checked="" type="checkbox"/>	Single assessment (one cycle): four phases of the same research cycle					
	<input type="checkbox"/>	Multi assessment (more than one cycle)					
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 checked="" type="checkbox"/>	Donor plan/strategy			_ 30 th _ / _ 5 _ / 2023 _ _ _		
	<input type="checkbox"/>	Inter-cluster plan/strategy					
	<input type="checkbox"/>	Cluster plan/strategy			_ _ / _ _ / _ _ _ _		
	<input checked="" type="checkbox"/>	NGO platform plan/strategy			30th _ _ / 5 _ / _ 2023 _ _		
	<input type="checkbox"/>	Consortium: REACH, ACTED					
	Audience type			Dissemination			

Audience Type & Dissemination Specify <i>who</i> will the assessment inform and <i>how</i> you will disseminate to inform the audience	<input type="checkbox"/> Strategic <input checked="" type="checkbox"/> Programmatic <input checked="" type="checkbox"/> Operational <input type="checkbox"/> [Other, Specify]	X General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors) X Aid providing organizatinos, Development organizations, Agriculture organizations and Municipalities X Presentation of findings X Website Dissemination (REACH Resource Centre)
Detailed dissemination plan required	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
General Objective	To identify the local community unit in rural and urban Afghanistan as well as the associated local stakeholders, shared resources, and community make up, in order to inform a community-led development programme designed to improve inclusive local governance and local coordination mechanisms by leveraging the immediate and long-term local community needs and capacities.	
Specific Objective(s) Mapping	<ol style="list-style-type: none"> 1. To map new Manteqas¹ and Nahiyas in North west region (Samangan, Balkh, Jawzjan, Saripul and Faryab provinces) along with associated natural resources and historical and community monuments, including water, agricultural land, pastures, mosques, shrines, and parks. 2. To identify the key shared resources, history, and other criteria around which people consider themselves as part of a specific manteqa or nahyia. 3. To identify major stakeholders and community leadership involved in the overall management of communal resources, community infrastructure, and decision making in the assessed Nahiyas and manteqaas. 4. To understand the key livelihoods systems upon which people rely and how they are managed including resources like pastures, rainfed and irrigated land, markets, labour markets, and goods and crafts. 5. To understand the role of women in the manteqa, both around resource management, community decision making, and leadership representation. 	
Specific Objectives of Profiling	<ol style="list-style-type: none"> 6. To document the presence of key infrastructure within each manteqa and nahyia, and its level of service access. 7. To understand the level of access to basic services like health, education, and water, and evaluate geographic disparities and their causes within each manteqa. 8. Identify the key stakeholders at sub-manteqaa and sub-nahyia level, and their presence in managing manteqaa resources. 9. To understand differences in access to key services by men and women, as well as major causes, in each manteqa and nahyia. 10. To identify key livelihoods and markets used within the manteqaa/nahyia, and the crops and goods that are produced and traded. 	
Research Questions Mapping	<ol style="list-style-type: none"> 1. What are the territorial boundaries of perceived manteqas and nahyias in the North and Northwest. How are manteqas formed, linked and separated from each other? 2. What factors contribute to the meaning or the creation of manteqas, including history, geography, shared resources (irrigation water, pastures, and land) or 	

¹ Definition of Manteqa and Nahyias is in table 2 on page 8.

	<p>management of shared resources? What factors contribute to the creation of the nahyias and gozars? Do these factors include administrative management, municipal recognition, geographical, access and/or management of public services?</p> <ol style="list-style-type: none"> Who are the major stakeholders at manteqa and nahyia level involved in the management of communal resources, community infrastructure, and decision making in the assessed nahyias and manteqas? What are the key livelihoods systems upon which people rely and how they are managed including resources like pastures, rainfed and irrigated land, markets, labour markets, and goods and crafts? What roles do women play around resource management, community decision making, and leadership representation at manteqa and nahyia level?
Research questions profiling	<ol style="list-style-type: none"> What are the key infrastructures present within each manteqa and nahyia? What is the level of access within these infrastructures? What is the level of access to basic services like health, education, and water. What are the demographic disparities and their causes within each manteqa? What are the key stakeholders at sub-manteqa and sub-nahyia level, and what are their roles in managing manteqa resources or services in nahyia? What are the differences in access to key services by men and women? What are major causes behind lack of access in each manteqa and nahyia? What are key livelihoods, markets, crops, and goods that are produced and traded?
Geographic Coverage	North region which includes Mazar/ Balkh, Jawzjan, Samangan, Saripul and Faryab. 138 estimated manteqas and 36 estimated nahyias to be mapped in all the above regions.
Secondary data sources	<p>ACTED Sustained Rural development Program phase 4: manteqa profile Jawzjan", Retrieved on 5th March 2023 from https://www.impact-repository.org/document/reach/0a1c5892/1803a_Manteqa_Profile_Jawzjan.pdf</p> <p>Agora: The notion of Manteqa: a case study of eight Manteqas in Faryab province", ACTED, unpublished. March 2022.</p> <p>Agora: Relationship between Manteqas and the newly created districts in Afghanistan – a historical perspective" unpublished,, ACTED, 2022 .</p> <p>Area Based Response Assessment and Planning Framework, Afghanistan" Reach, February 2021.</p> <p>A survey of Kohistan district, Faryab province, ACTED. Unpublished, 2001</p> <p>Allan, Nigel J.R. "2003: Rethinking Governance in Afghanistan", in "Journal of International Affairs", 56.1, 193-202.</p> <p>Alden Wily, Liz. "Land Rights in Crisis: Restoring Tenure Security in Afghanistan." Kabul : Afghanistan Research and Evaluation Unit, 2003.</p> <p>Alessandro Monsutti, "Guerres et migrations : réseaux sociaux et stratégies économiques des Hazaras d'Afghanistan", (Neuchâtel : Editions de l'institut d'ethnologie – Paris : Edition de la maison des sciences de l'homme, 2004), 117</p> <p>Brick Murtashasvili, Jennifer. "Informal Order and the State in Afghanistan." Cambridge: Cambridge University Press, 2016. pp. 157-160</p>

		<p>Favre, Raphy. "Local Shura, Security and Development in Afghanistan." Addis Ababa: Aizon, 2006.</p> <p>Faivre, Yves. "Fondements et leçons des actions agricoles conduites par AFRANE en Afghanistan." Paris : Doctrine, No. 17, Juillet 2009.</p> <p>Favre, Raphy; Kamal, Golam "2004: Watershed Atlas of Afghanistan." First Edition. Kabul: MIWRE, FAO, SDC, AIMS, AREU</p> <p>Glatzer, Bernt. "War and Boundaries in Afghanistan: Significance and Relativity of Local and Social Boundaries." In <i>Weld des Islams</i> 41, no. 3, 379-399, 2001.</p> <p>"Informal Order and the State in Afghanistan." Cambridge: Cambridge University Press, 2016. pp. 157-160</p> <p>Katja Manuela Mielke, "(Re-)Constructing Afghanistan? Rewriting rural Afghans' Lebenswelt into recent development and state-making processes: An analysis of local governance and social order" (Bonn: PhD dissertation, Rheinischen Friedrich-Wilhelms-Universität zu Bonn, 2015) pp. 121-123</p> <p>Roussel, Frédéric; Caley, Marie-Pierre. <i>Les Manteqs : le puzzle souterrain de l'Afghanistan.</i> Unpublished, 1994.</p> <p>Reach Initiative: Area-Based Response in Afghanistan, February 2022</p> <p>Reach, IOM, AGCHO village list</p> <p>Miakhel, Shahm Mahmood. "Understanding Afghanistan: The Importance of Tribal Culture and Structure in Security and Governance." Kabul: USIP, 2009.</p>			
Population(s) <i>Select all that apply</i>		<input type="checkbox"/> IDPs in camp <input checked="" type="checkbox"/> IDPs in host communities <input type="checkbox"/> Refugees in camp <input type="checkbox"/> Refugees in host communities <input checked="" type="checkbox"/> Non-displaced (hosting) <input type="checkbox"/> Returnees	<input checked="" type="checkbox"/> IDPs in informal sites <input type="checkbox"/> IDPs <input type="checkbox"/> Refugees in informal sites <input type="checkbox"/> Refugees <input checked="" type="checkbox"/> Non-displaced (not hosting) <input type="checkbox"/> [Other, Specify]		
Stratification <i>Select type(s) and enter number of strata</i>		<input checked="" type="checkbox"/> Geographical #: ~138 Mapping Focus Group Discussions for ~138 manteqas ~36 MFGDs for 29 Nahiyas Population size per strata is known? Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Gender# ~138 Women Focus Group Discussions for ~138 manteqas ~36 WFGDS for 29 Nahiyas Population size per strata is known? Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Geographical #: ~ 2670 KIs for ~2225 villages/ settlements ~ Population size per strata is known? Yes <input type="checkbox"/> No 445 KIs for women and 2225 KIs for men.	
Data collection tool(s)		<input checked="" type="checkbox"/> Semi-structured (Qualitative)	<input type="checkbox"/> Structured (Quantitative)		
		Sampling method			
Semi-structured data collection tool (s) # 1		<input checked="" type="checkbox"/> Purposive <input type="checkbox"/> Snowballing	<input type="checkbox"/> Key informant interview (Target #): _____ <input type="checkbox"/> Individual interview (Target #): _____		

FGD with women in Manteqas	<input type="checkbox"/> [Other, Specify]		X Focus Group discussion (Target #)≈138	
Semi-structured data collection tool (s) # 2 Mapping FGD with men in Manteqas	X Purposive <input type="checkbox"/> Snowballing <input type="checkbox"/> [Other, Specify]		<input type="checkbox"/> Key informant interview (Target #):_____ <input type="checkbox"/> Individual interview (Target #):_____ X Mapping Focus Group discussion (Target #)≈138	
Semi-structured data collection tool (s) # 3 FGD with women in Nahyias	X Purposive <input type="checkbox"/> Snowballing <input type="checkbox"/> [Other, Specify]		<input type="checkbox"/> Key informant interview (Target #):_____ <input type="checkbox"/> Individual interview (Target #):_____ X Focus Group discussion (Target #)≈36	
Semi-structured data collection tool (s) # 4 Mapping FGD with men in Nahyias	X Purposive <input type="checkbox"/> Snowballing <input type="checkbox"/> [Other, Specify]		<input type="checkbox"/> Key informant interview (Target #):_____ <input type="checkbox"/> Individual interview (Target #):_____ X Mapping Focus Group discussion (Target #)≈36	
Structured data collection tool # 1 Profiling	X Purposive <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 type="checkbox"/> [Other, Specify]		X Key informant interview (Target #)≈2670 <input type="checkbox"/> Group discussion (Target #):_____ <input type="checkbox"/> Household interview (Target #):_____ <input type="checkbox"/> Individual interview (Target #):_____ <input type="checkbox"/> Direct observations (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____ 	
Data management platform(s)	X	IMPACT	<input type="checkbox"/>	UNHCR
	<input type="checkbox"/>	[Other, Specify]		
Expected output type(s)	<input type="checkbox"/>	Situation overview #: __	<input type="checkbox"/>	Report #: __
	X	Presentation (Preliminary findings) #: 1 ()	<input type="checkbox"/>	Presentation (Final) #: _
	<input type="checkbox"/>	Interactive dashboard #:1_	<input type="checkbox"/>	Webmap #: __
	X	Datasets #: 4 datasets of Provincial profiling rural vs Urban		
Access	X	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 Specify which logos should be on outputs		REACH, ACTED, AGORA

2. Rationale

Context

In the framework of the cost extension of the AGORA DLL project, IMPACT is taking the opportunity to develop a revamped research methodology approach to map out and profile community areas in Northern Afghanistan. This will act as a proof of concept and road map for ACTED and IMPACT to lead on area-based programming in this area and prepare the ground to implement this area-based profiling approach on a larger geographical scale in the near future. The research aims to identify the local communities, shared resources, and key stakeholders, in order to identify a more effective entry point for working directly with communities to foster community-led development and encourage early recovery initiatives in Afghanistan. Following the mapping and profiling of each community, community leadership committees will be set up, and then engage to jointly develop community-based development plans based on building resilience within the community. These development plans will form a platform through which coordination can be fostered at the local level, and other organizations can work to support these communities at a localized level by advocating for and implementing the plans developed in the development plans.

Under the SRDP project, AGORA has been promoting and implementing a programmatic approach driven by Asset-based community development since 2018. Its programmatic components are thus planned around communities – referred to as manteqa in rural areas, and nahyia in urban areas – which are an informal form of consistent socio-territorial unit in rural areas, and a formal unit that discretely encompasses (informal/formal) community units known as gozars, or neighborhoods, that are poorly understood by the aid system, and remained unmapped. IMPACT will inform ACTED's geographical targeting to build its programmatic framework around a relevant socio-spatial entry point through participatory manteqa mapping at the first stage. In the second stage, IMPACT will capture the specific characteristics and map out community-based assets through manteqa-based profiling.

Rationale

The area-based approach in rural Afghanistan uses the manteqa as the main socio-territorial unit, which corresponds to existing community social, economic and cultural identities, based on our belief that manteqas constitute the right territorial entry point for both effective emergency and development interventions. Each manteqa comprises between 20 to 40 villages on average, and there are on average 2,6 manteqas in each district in the northwest. Villages or Community Development Councils (CDCs) are made up of local councils² based on the size of the population which are too granular to constitute an efficient unit for area-based programming, while districts are too macro and heterogeneous in their demographic and geographic composition.

Between October 2018 and September 2019, the previous phases of the SRDP project allowed the mapping out and profiling of 64 manteqas and the publication of 41 manteqa development plans. ACTED and IMPACT have conducted an in-depth review of the area-based research and programmatic achievements undertaken since 2018.³ It confirmed

² Community development council were created by National Solidarity Program. CDCs were generally based on the size of population e.g., In a village or villages of 25 households to 300 households four CDC members to 16 depending upon the size of population were selected in one council.

³ Agora: The notion of Manteqa: a case study of eight Manteqas in Faryab province", ACTED, March 2022.

that the manteqa-based approach is a context-appropriate way to plan and deliver aid in the context of rural Northern Afghanistan.

This requires the development of a set of tools that can effectively reflect the socio-spatial and economic reality of manteqa (rural) as well as nahya (urban) on the ground, as defined by ACTED's paper *manteqa based rural development – an introduction* and ground-level pilot participatory mapping in urban areas conducted in March 2022. Hence, in the next quarter, IMPACT's AGORA team will map out and profile 74 additional areas in Balkh, Jawzjan, Samangan and Saripul provinces as well as some mapping and remapping in Faryab district. The approach for deploying these tools should be easy to replicate on a large scale.

3. Methodology

2.1. Methodology Overview

The assessment will be completed in two phases, each using a different methodological approach. Within each phase, a different tool will be used for male and female respondents. The quantitative tool will use the same Kobo form and relevancies will be used to differentiate questions for males and females. The assessment will include:

Phase 1a: A qualitative participatory mapping exercise in rural areas for mapping manteqas held with traditional leaders, water managers, herders, and farmers. With men, participatory mapping FGDs will be conducted because in rural manteqas resource management is mostly done by men for being a patriarchal/ traditional society.

Phase 1b: In urban centres, participatory mapping FGDs will be held at nahyas and gozars level with Wakil-e-gozars representing different gozars within the Nahiya.

Phase 1c: Separate Qualitative FGDs will be held with women in the manteqa, because mixed gender focus groups are usually not possible in Afghanistan, and it is extremely rare for women to hold traditional leadership positions. The FGD will focus on women's opportunities, leadership, and representation within the manteqa.

Phase 1d: Separate qualitative FGDs with women in nahiyas, on their leadership structures, access to services, and the spaces where they live, manage key resources and infrastructure.

Phase 2a) Quantitative key informant interviews with each community/ village leader in rural areas or Wakil-e-gozars in urban areas or other well-informed leaders or persons on infrastructure, service access, socioeconomic status and village demographics.

Phase 2b) Quantitative key informant interviews with women key informants in 20% of all villages to ensure that women's voices are included in the assessments.

Table 1. Overview of data collection methods

Data collection method		Target Overall
Participatory mapping focus group (MFGD) for nahyias	1 MFGD per each nahyia or two in nahyias where gozars exceeds 30/ urban	36
Participatory mapping focus group (MFGDs) for manteqas	1 MFGD per mantega	138
FGDs with Women (WFGD) for gozars	1 WFGDs per each nahyia	36
FGDs with Women (WFGD) for manteqs	1 WFGD per mantega	138
Key informant interviews (community leaders) men	1 structured key informant interview per village in rural areas	2225
Key informant interviews with women community leaders	An additional 20% of interviews of total KIs interviews in rural manteqas	445

Area (Mantega and nahyia/ gozar) Pre-sampling stage:

Before starting the assessment, IMPACT and ACTED staff will conduct an extensive secondary data review, in order to make sure that all the information that will need to be mapped and assessed is acquired. This information will vary depending on if it is the mantega or the nahyia being mapped: ACTED staff that are working and implementing projects based on the mantega approach will distribute maps from IMPACT to their field offices and KIs will help in identifying perceived manteqas for sampling, as their field level knowledge indicates a deeper understanding of where there are manteqas. For nahyias, field staff will visit government offices to ask for assistance in getting nahyia maps, lists of gozars and infrastructure.

Mantega: For manteqas, the field teams will provide village lists in the rural districts. For this, they will work with government or municipal district offices. If the information of a district office is incomplete, then the IMPACT teams will visit ACTED district offices' field staff as well as key informants and stakeholders to compile the list of villages.

Nahyia: Nahyia lists in urban parts of the provinces, gozar lists within each nahyia, as well as infrastructure, including health centers, schools, mosques, roads, public water points, cemeteries, community centers and markets.

After the list is finalized the field teams will reach out to district officials and local community leaders to discuss the key criteria around which a mantega is based. The following definition, based on previous research by IMPACT, will be used:

Table 2: Mantega , Nahyia and Gozar definitions:

Mantega	Nahyia	Gozar
Mantega Description: The <i>Mantega</i> is a geographic area containing a number of villages and is identified by both its inhabitants and the other inhabitants of the district under one common regional name. It is thus the	Nahyia description: A nahyia is an urban district level, municipal or administrative unit through which local services are managed and distributed.	Gozar description: A gozar neighborhood which is also a division of the nahyia and is recognized by municipality, it has a number of families living in it, has streets/roads, and the community that live within the gozar. This

<p>basic reference point for the village population in the area⁴.</p> <p>The manteqa boundaries are usually clearly defined by natural geographical features such as rivers, watersheds etc., and is the space within which most of the key livelihood's resources and systems that rural communities depend on are typically managed at (for example, irrigation systems, pastures, rainfed land etc.). manteqa are social constructs and can evolve over time with population growth, conflict, displacement, or urbanization. <i>Manteqas</i> are generally but not always ethnically distinct. Where this is not the case, people of different ethnic groups usually live within their own villages or at least in their own neighborhood of a mixed village.</p>		<p>community that belongs to the gozar have a shared sense of belonging to the gozar, similar reorientation though a Wakil-e-gozar, and solve problems together.</p>

Field staff can also reach key informants like Village elders, members of CDCs at district level, and get an overview of the geography and the existing structures of perceived manteqas. In rural areas, this will assist with identification of where manteqas likely are, as well as how many per district. As this is the first time manteqas have been documented, to ease sampling they must be roughly identified before sampling. The nahyias and gozars which are urban administrative structures already exist, but their lists will be prepared or requested from municipal departments. The list of the infrastructure will also be requested. Any mapping or infrastructure points that are not included in government lists will be covered in the urban mapping tool.

Sampling for MFGD with community leaders (men):

The sampling is purposive in the first phase. The mapping FGD will consist of 12 and a maximum 14 participants for Participatory Mapping Focus Group Discussions. Our experience with mapping shows that the more participants the more validity is within the range above. For manteqa mapping each participant should belong to a separate village and can represent two or three nearby villages only in case the number of villages/ representatives exceeds than we can accommodate in one MFGD. This way representative selection of villages within the manteqa can be achieved. For nahiya/gozar mapping, MFGDs will be carried out with Wakil-e-gozars from each gozar in the nahyia. If the manteqa has

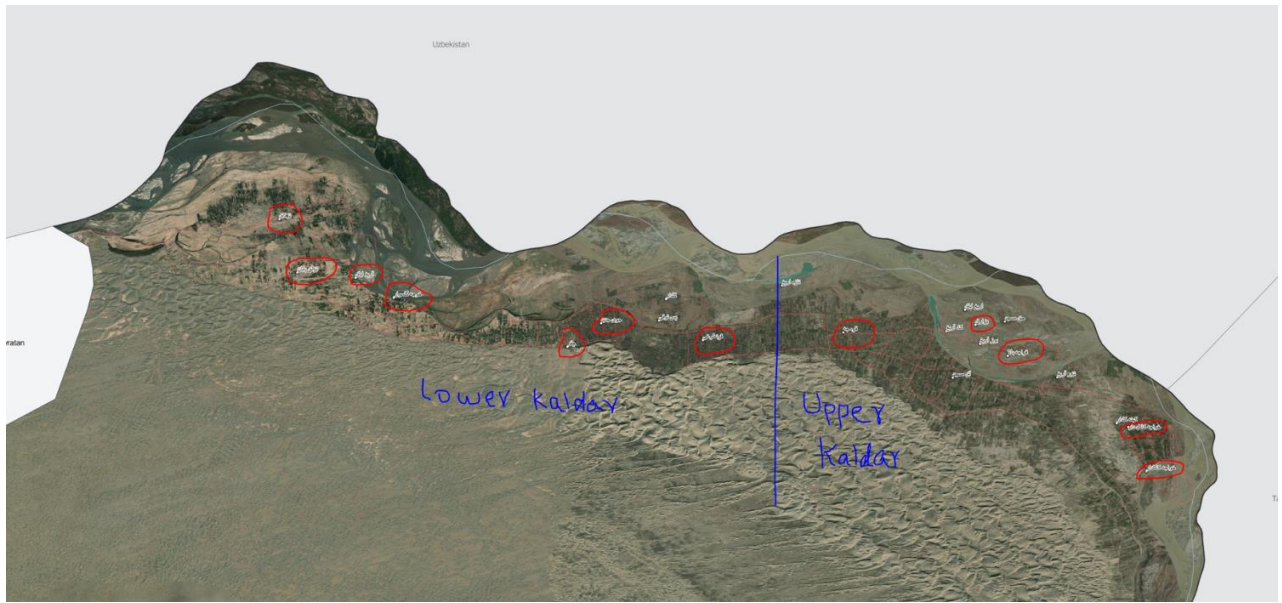
⁴ Manteqa generally means an "area" but for our purpose it's an area or territorial unit that exists between village and district. Over time, these manteqas have taken on additional historical, social, and cultural meanings, forming a broader community to which all those living in them relate. From our previous work on average there are 2.6 manteqas in a district in northwest but it can go up to maximum four and six manteqas depending upon the size of the districts. A few small districts like Kaldar are one Manteqa, and in fact in light of the district formation process in Afghanistan since WWII, it is clear that manteqas form the lowest common denominator for district creation in Afghanistan. See Agora: Relationship between Manteqas and the newly created districts in Afghanistan – a historical perspective" ACTED, 2022 www.acted.org/agora

irrigated land, Mirabs or Mirabashis, who are traditional water managers, will also participate. In addition, village elders who know the history and boundaries of the manteqa may be asked to join MFGDs, as well as key representatives from CDCs, or herders. One MFGD is conducted per Manteqa.

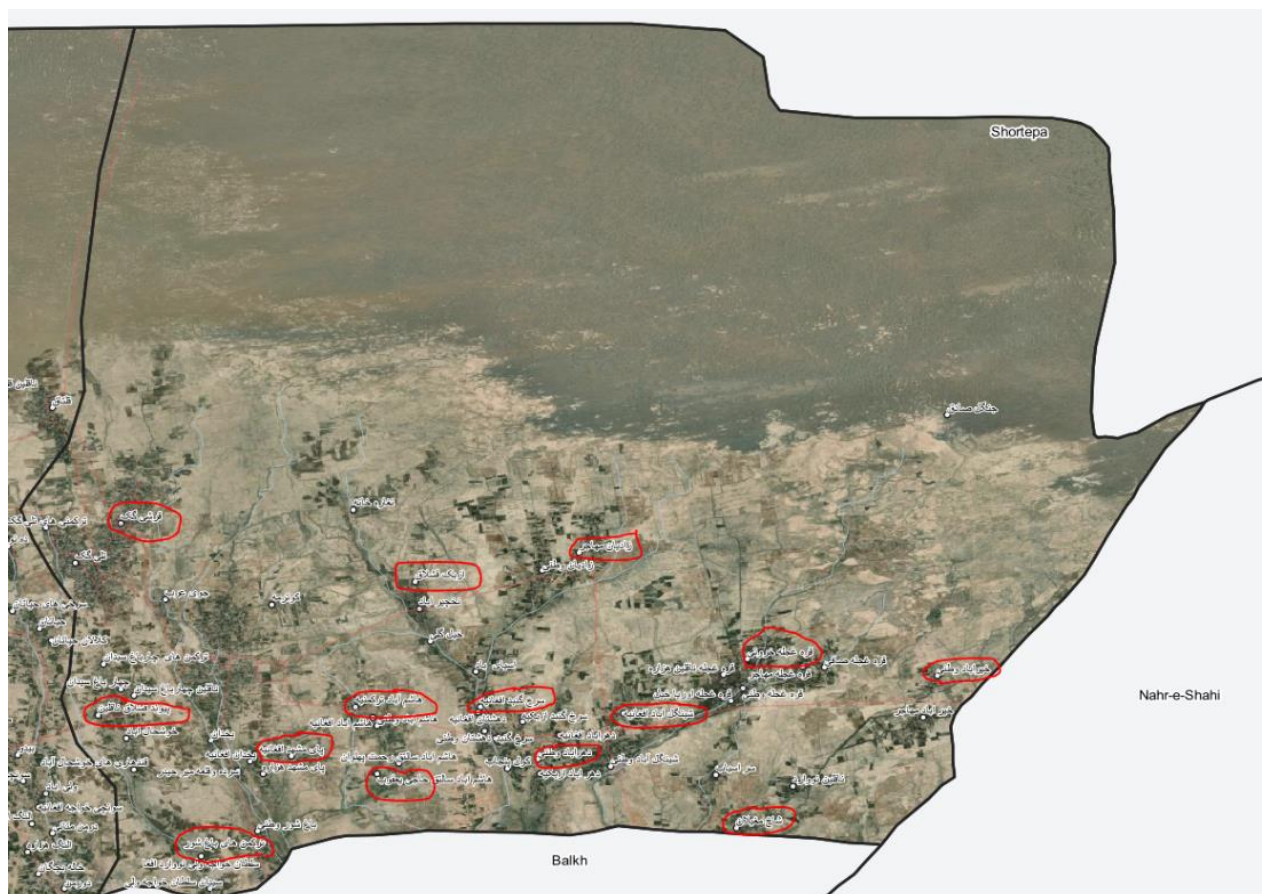
Sampling for the manteqa mapping FGD will be done as follows. When there is one MFGD per manteqa and the manteqa has 14 villages, a village elder from each manteqa can be accommodated to participate in the MFGD. If for example there are 15 to 40 villages in the manteqa (which is likely), not all villages can have a representative in the FGD; in this case, a representative from every second or third village would be included to ensure a wide, comprehensive, and geographic spread over the manteqa. In case representation is not achieved and the area is big the team can plan for an extra MFGD. The sampling method is demonstrated in the map below.

It should be noted that MFGDs should have representatives from each part of the manteqa, for instance, there are upper and lower parts of the manteqas, and villages in plains and others in mountains, or in such as Upper and Lower Kaldar in the example below which are two distinct parts of Kaldar Manteqa or district. The different parts are labelled as geographically upper and lower parts by circling parts in blue and red; these are villages sampled for MFGDs. The villages that are circled with red are part of the sampling, to ensure that all geographical parts are covered, and no part or section is un-represented.

Purposive sampling for manteqa that has more than 20 villages.



Purposive sampling that has a wide geographic coverage with villages more than 30 to be covered in one MFGD



Arranging sampling in the below map to be avoided because it has not wide geographic coverage as there is no representation from the other side of the manteqa/ area and they are not represented. This can result in poor manteqa formation, and the villages complain of non-representation. Similarly, it remains unknown whether they are a separate manteqa or belong to the same manteqa.



Sampling Overview

According to secondary data review and from previous manteqa mapping in Faryab Province on average 2.6 manteqas can be perceived in a district in the northwest. As manteqas are not mapped before and the actual numbers will be demonstrated after research is complete, current sampling would assume 2.6 manteqas per district. The district number per province is known, so to get total MFGDs, district number will be multiplied by 2.6, as shown in the table below. A similar technique will be used for WFGDs mapping. For KIs an old list⁵ with the number of villages per district is used, the total number of KIs is equal to the total number of villages as there is a KII per every village. Gozar lists were obtained prior to data collection from government departments and sampling is based on this list according to the methodology of one KII per every gozar. Gozar statistics are also collected via mapping FGDs so there will be a triangulated count of gozars in every urban locality in the targeted provinces. Besides 100% of men interviews per Manteqa, an additional 20% of women KIIs will be conducted per province in rural manteqas and urban nahyias.

⁵ Reach, DTM and AGCHO lists.

Table 3: Sampling for MFGDs/ WFGDs:

Province	Total districts	MFGD per province	WFGD per province	Total nahyias	MFGD per nahyia	WFGD per nahyia
Mazar	16	42	42	12	14	14
Jawzjan	11	24	29	6	6	6
Samangan	7	18	18	3	3	3
Saripul	7	18	18	5	6	6
Faryab	14	36	36	10	10	10
Total	55	138	138	36	36	36

Table 4: Sampling for Key Informant interviews

Province	Total districts	No of villages	Total KIs per province	Total KIs with women per province	Total KIs with men
Balkh	3	228	274	46	228
Faryab	13	1445	1734	289	1445
Jawzjan	4	272	326	54	272
Samangan	4	280	336	56	280
Total	24	2225	2670	445	2225

Sampling for FGDs with women

The research methodology will include a Focus Group Discussion with women. In Afghanistan, most FGD discussions are only done with all women or all men, and not mixed. This is due to traditional Afghan cultural practices in which women cannot participate freely to raise their concerns properly within the presence of men. FGDs with women are conducted by a female moderator and note takers.

This FGD will cover similar questions as the MFGD tool administered to men, excluding all mapping and spatial questions and instead focusing on women's experiences with community engagement and participation in decision-making processes. This is due to women often being barred from community leadership roles that would allow them to acquire the information needed to conduct the mapping FGDs. Mapping will not be included with women's groups⁶ because of both women's lack of freedom of movement around manteqas and nahiyas, and the importance of prioritizing qualitative questions around women's access to resources and community leadership.

However, women are often not unknowing of natural boundaries. Women do often have similar notions of the manteqa as men, and they do use the shared resources by grazing animals or collecting heng or firewood, hence it's important to understand the notion of the manteqa from a women's point of view. Furthermore, it is important to understand how women interact with the manteqa leadership and whether they are aware of the manteqa resource management, as well as what role women are playing. The sampling should take into account different ethnic groups in the manteqa, not just the issue of closeness to the center. Random sampling could lead us to exclude villages where women from certain ethnic or livelihoods groups (for example nomads) live.

For FGDs with women, women key representatives, working women/teachers, and businesswomen will be included in the general discussion at manteqa and nahyia level for gaining insight regarding manteqa formation in their districts. Women activists and women CDC members will also be invited to participate in the discussion. The FGD with women will be conducted in the same place/ village/ gozar where the FGD with men is conducted. Women from this village and neighbouring villages will be included. The women's FGD in nahyia/ gozasr can be conducted easily as women in urban areas have relatively good access/ mobility and all the representatives from each gozar can come together. In FGDs with urban women, working women, teachers, women activists, and women CSO workers will all be included. Under SRDP IV Acted had mapped women's relative freedom of movement through Participatory Rural Appraisal (PRA) Tool. Once the profiling and mapping phase is completed, this PRA also focuses on mapping women's relative freedom will be done representatively in different areas inhabited by different ethnic groups in order to be able to capture differences. This is not a geo resource mapping activity like the one done for Manteqa mapping but to understand women freedom of movement in different parts of the Manteqa and how it differs from one group to other in case the Manteqa is multiethnic/ grouped.

As this is the second version of the TOR and the mapping phase is already completed and so are our FGDs with women. Nowadays data collection with women is hardly accessible in person so conducting FGDs would be hardly possible as compared to key informant interviews. Therefore, in fragile environment with accessibility issues, the women FGDs data can also be collected via quantitative tool as this does not involve mapping. We have done a successful pilot of this. The same indicators can be added to the profiling tool or other key informant tool.

Sampling and approach for KI:

The purpose of the second phase is to quantify and measure the key demographics, functionality of Manteqa-based resources, and access to Manteqa-based services. At nahyia or gozar levels, service presence, quality, and access, as well as demographics and livelihood issues, will be focused on. This will inform AGORA's forthcoming programs to effectively leverage existing community resources and prioritize key gaps in essential services. The profiling tool will flag which priority services or resources are currently lacking and allow an understanding of which of these resources commonly utilized by the community are managed collectively across all or several villages of the same manteqa (such as lalmi lands, pasture, irrigation channels and markets), and which remain within the remits of each individual village (such as water points for

⁶ We have conducted mapping FGDs with women, but they were not utilized because of the discrepancies and accuracy.

domestic use, primary schools, craft workshops). Hence, the profiling phase will rely on KI interviews with village-heads in every village of the same target manteqa and in nahyias with wakeel gozars from gozars. For KIs village representatives will be interviewed in rural Manteqas and in urban gozars Wakeel gozars representatives. One KI will be conducted with the representative of every village or gozar in each manteqa or municipality. Below is the table of the main male and female key informants in manteqas/ rural and gozars/ urban areas divided into three tiers.

The later rounds of meetings with ACTED and REACH field teams during the quantitative tool testing revealed that one KI interview per village would not be sufficient as it is suspected in some cases a single KI won't have sufficient knowledge.

Due to:

- need for greater accuracy that can't be provided by a single KI.
- financial limitations that do not allow for multiple KIs in each village.

KIs in this RC can involve from 1 to 3 KI in the same interview: The priority would be Tier 1 discussed above and the village head/ Qarya Dar/ Malik/ Arbab would be interviewed for KI, the other two KIs or participants can be selected from Tier 2 and Tier 3. The presence of these representatives from Tier 2 and Tier 3 will help in validating or helping the village head on certain indicators such as Jeribs (local unit of measuring land 2000-meter square,) Lalmi, pasture and irrigated lands etc or the number of farms or number of different educational and health services etc in the village.

Data will be collected at the settlement/ village level. The presence of extra participants is intended to provide more accurate data within the budget restrictions.

KIs	Village		Gozar	
	Men	Women	Men	Women
Tier 1	Qaria Dar, Malik/Arbab	Qaria Dar CDC/Shura member	Wakeel Gozar, Qaria Dar	Wakeel Gozar, Qaria Dar, CDC/Shura member
Tier 2	Zamindar, Rais, Qalantar, CDC/Shura member	Malim/Shawunkai, MDP Member, Educated woman	CDC/Shura member	Malim/Shawunkai, MDP Member, Educated woman
Tier 3	Mullah, Malim/Shawunkai	Women representative	Mullah, Malim/Shawunkai	Women representative

Sampling and approach for Women KIs:

In order to ensure that women's voices and perspectives are accounted for, IMPACT will conduct an additional 20% of KIs with female community leaders in the assessed provinces and districts, other than the 100% of male interviews whilst remaining mindful of cultural considerations and feasibility of project implementation. As the majority of community leadership tends to be male, the sampling and KI identification has been adjusted to ensure the inclusion of women and women's voices. Due to the scale of implementation, it has not possible to conduct both male and female KIs in every village. This is based on the target group of KIs being primarily community leaders, and thus often male by default. To ensure a do no harm approach, female KIs will be conducted separately by dedicated female enumerators. Therefore, the project aims to conduct KIs with female members of the community in at least 20% of villages within each Manteqa from

various ethnic and livelihood groups. Settlements/villages from which these women will be sampled will be selected purposively. Interviews with women have typically been conducted in person but due to the recent bans on women working in Afghanistan this may not be possible and will be contingent on authorizations obtained from authorities. The following mitigation strategies are developed, in order to resolve this issue.

S1 Women are re-authorized to work (solution will allow women staff to work and women key informants to be targeted).

The following mitigation strategies are developed, in order to resolve this issue.

S1 Women are re-authorized to work (solution will allow women staff to work and women key informants to be targeted).

S1.2: Women KIs to be interviewed by women enumerators commuting between home and work. This way the ban does not apply, however confirmation or permission is to be sought.

S2.2. Reach women staff conducting remote interviews (solution will allow women staff to work and women key informants to be targeted).

S2.3: Reach women staff are accompanied by mahram so they can conduct the interview with women beneficiaries.

Along with these strategies, the tool for women has been shortened in case remote data collection needs to be conducted. Relevant questions for women related to their specific needs, barriers, and access have been retained. Women KIs contact lists are prepared for remote data collection as well as security and network accessibility lists will be shared before going for sampling. Enumerators will be given Smart phones and sim cards by IMPACT in order to monitor interviews through Audio audit.

Secondary data review

Contextual analysis

The following resources will be reviewed as part of the secondary review phase to build a contextual basis for the analysis of primary data. These sources will provide context for the elaboration of KI and FGD data as well as provide background for the analysis of results.

Table 5. Data sources for secondary data review

Source	Document
ACTED, AGORA	Sustained Rural development Program phase 4: Manteqa profile Jawzjan August 2019
ACTED, AGORA	Agora: The notion of Manteqa: a case study of eight Manteqas in Faryab province, March 2022
ACTED, AGORA	Agora: Relationship between Manteqas and the newly created districts in Afghanistan – a historical perspective.
REACH	Area Based Response Assessment and Planning Framework, Afghanistan, February 2021
ACTED	A survey of Kohistan district, Faryab province. Unpublished, 2001
	Allan, Nigel J.R. "2003: Rethinking Governance in Afghanistan", in "Journal of International Affairs", 56.1, 193-202.
AREU	Alden Wily, Liz. "Land Rights in Crisis: Restoring Tenure Security in Afghanistan." Kabul: Afghanistan Research and Evaluation Unit, 2003.
	Alessandro Monsutti, "Guerres et migrations : réseaux sociaux et stratégies économiques des Hazaras d'Afghanistan", (Neuchâtel : Editions de l'institut d'ethnologie – Paris : Edition de la maison des sciences de l'homme, 2004), 117
	Brick Murtashasvili, Jennifer. "Informal Order and the State in Afghanistan." Cambridge: Cambridge University Press, 2016. pp. 157-160
	Favre, Raphy. "Local Shura, Security and Development in Afghanistan." Addis Ababa: Aizon, 2006.
AFRANE en Afghanistan	Faivre, Yves. "Fondements et leçons des actions agricoles conduites par AFRANE en Afghanistan." Paris : Doctrine, No. 17, Juillet 2009.
MIWRE, FAO, SDC, AIMS, AREU	Favre, Raphy; Kamal, Golam "2004: Watershed Atlas of Afghanistan." First Edition. Kabul: MIWRE, FAO, SDC, AIMS, AREU

	Glatzer, Bernt. "War and Boundaries in Afghanistan: Significance and Relativity of Local and Social Boundaries." In <i>Welt des Islams</i> 41, no. 3, 379-399, 2001.
	Katja Manuela Mielke, "(Re-)Constructing Afghanistan? Rewriting rural Afghans' Lebenswelt into recent development and state-making processes: An analysis of local governance and social order" (Bonn: PhD dissertation, Rheinischen Friedrich-Wilhelms-Universität zu Bonn, 2015) pp. 121-123
	Roussel, Frédéric; Caley, Marie-Pierre. <i>Les Manteqas : le puzzle souterrain de l'Afghanistan</i> . Unpublished, 1994.
UNORSA.	Roussel, Frédéric. "Constraints and Perspectives in the present context for the elaboration of an immediate rehabilitation strategy for the Afghan Rural Areas: Notion paper for UNORSA." Unpublished. 1993.
	Reach, IOM, AGCHO village list, unpublished
USIP	Miakhel, Shahmahmood. "Understanding Afghanistan: The Importance of Tribal Culture and Structure in Security and Governance." Kabul: USIP, 2009.
OCHA	Pilot Initiative: Area-Based Response in Afghanistan, February 2021

Primary Data Collection

Mapping and Focus Group Discussion:

After reviewing secondary data including lists of districts and villages and gozars in nahyias, the IMPACT team will do sampling for MFGDs based on the review. This data will help in sampling better for MFGDs as the perceived manteqas will already be identified. The research team will then conduct MFGDs in the perceived manteqas at the manteqa center. MFGD with men will be conducted by a team of 2: 1 male facilitator and 1 male note taker. With female, only qualitative FGDs will be conducted by 1 female facilitator and 1 female note taker. With the consent of participants, the MFGD discussion with men will be recorded to enable retrospective checks. This qualitative data will be recorded both on the map and in the mapping exercise transcript.

In Manteqa the boundaries, irrigation, canals, pastures, lalmi land, agriculture land, and different geographic parts will be mapped. In nahyias/ gozars gozar boundaries, infrastructure such as roads, schools, health centers or community centers will be mapped. The key informants in the pilot studies we carried out for this assessment were very familiar with the maps and recognized their localities well. However, before each MFGD the project details will be introduced by the research team followed by the introduction of key informants along with familiarization of AO⁷ maps. Since Manteqas are not mapped before, the research team will provide district maps to the key informants in the MFGD mapping exercise. Separate /new maps will be used for each manteqa even within the same districts since using a single map would create research bias by enabling respondents to copy the approach of the earlier MFGDs in their district.

When key informants have problems identifying gozars or Manteqas, research staff would give them a reference point from their Nahyias or Manteqas, such as a Mosque, river, mountain etc. Key informants could then locate their Manteqa or gozars in reference to that point; this method works well for gozar mapping. In cases where the participants were not able to map

⁷ Map of 23.4 into 33.1

their gozars or manteqas, key informants will be asked to describe characteristics of the area to research staff and by using the scale given at the bottom of the map research staff will be able to draw the boundaries.⁸

After completion of MFGDs, maps will be checked by team leaders to make sure that the maps and questionnaires are consistent, and that all of the data mentioned in the questionnaires is included in the maps. They will also make sure that all information on the map is clear and well presented, and that no information has been missed before the maps are presented to the GIS teams for digitization. The knowledge and feedback of the team leader and the Senior Field Officers managing the key informants is also vital to compare the data collected and mapping according to their understanding of geography and manteqa. Any mistakes or missing information should be noted to the enumerator teams, who should correct the maps accordingly. All maps should be checked daily.

Facilitators and transcribers will be then requested to complete the debrief form after each mapping exercise. This form will help to fine tune the question route (including whether the participants understood the questions, flagging any missing key points from the discussion), understand group dynamics and improve the set-up of MFGDs.

Key informant interviews with community leaders

IMPACT will interview key informants (KIs) on the village and gozar level to identify community local resources, capacities, availability of services, access to health, education and markets. In terms of access to services and multi-sectorial community needs, community leaders of each village and Wakil-i-gozars from gozars will be asked to speak on behalf of the experiences of their fellow community members. The KIs will be selected from the village list that is being developed by the field teams. At the beginning of KIIs, IMPACT enumerators will confirm KI willingness to participate and test the ability to represent a general perspective in the community by asking how long the KI has been living in the community, if they interact with a range of community members from different backgrounds, and if they feel knowledgeable enough to participate in the survey on behalf of their community.

At least one interview will be conducted per village. The exact number of villages are compiled by the GIS department from DTM and Reach data sources, which will be used for KIs sampling. Based on this, 2225 KIIs will be conducted with men whereas an additional 445 interviews will be conducted with women representatives of the villages or gozars and these will be purposively selected. KIs will be then asked to speak about the experiences of people with similar profiles. The KII survey will be a structured interview, conducted on Kobo.

2.5. Data Processing & Analysis

Data obtained from Mapping Focus Group Discussions

All of the data from field maps will be digitized and stored in a database. The qualitative data along with participatory maps for the MFGDs, debrief forms, and attendance sheets will be handed over by the enumerators to the field officer and senior project officer of IMPACT at end of every day. The field officers and Senior project officer along with assessment officers will

⁸ For example, If the KIs may say that their gozar is 2 km away from the soccer stadium towards left side of the road and has five streets a park at the lower end and a Mosque at the upper end. You can take your pen and measure 2km on the scale and draw accordingly on the map.

As with other FGDs the Participatory FGDs requires rigorous moderation and attention. You must think in mind and proceed with the questionnaire. When you are confirmed then let them draw the boundaries whether Manteqas or Nahyias. Regarding Manteqa it's a bit tricky as their boundaries are not drawn before. After confirming, history, demographics, and geographical features of the district and manteqa you will get to know about the number of Manteqas in the districts. If not proceed and there are different sections where you can find something that will help you in eliciting, clear mantqas boundaries. Going through first section you can sense the identification of the Manteqa. Mostly there are natural boundaries, pasture, irrigation, or land management or it might be social relation, history, tribal ties, conflict management or resource allocation. These resources are not used or managed by individual villages but by a number of villages. After Manteqa is identified proceeds with mapping land types, natural resources, manteqa boundaries. For Nahyias the boundaries are already drawn however remap where extended or in conflict. Being urban, gozars are congested and mapped along with services except natural resources.

make sure the data is collected properly and nothing is missing in the qualitative data, as well as ensuring that mapping is done properly - checking against all the indicators for mapping are labelled clearly. After the data is checked, the field officer and Senior Project Officer will send photographs of the maps to the GIS officer and the transcripts will be sent to transcribers, SPO and Assessment Officer. The GIS Officer will compile mapping components from all MFGDs and look for overlapping boundaries. In case there is good saturation of data then the GIS team will proceed with the mapping of the area. If there is no data saturation, internal discussions with local staff will be conducted to further triangulate available data. If the data is incomplete, the GIS officer will send it back to the field teams to re-discuss with enumerators. While evaluating, if the boundaries seem to be different from the secondary data review map, it will be cross checked and whenever boundaries get overlapped, teams and key informants will be consulted as to reasons and issues. After mapping, teams will be followed up on all key points so that they are resolved. If required, teams are asked to come to the office to redraw the maps or conduct re-mapping in the field. Geographic features such as roads, mountains, lakes, rivers, and all land types will be re-mapped. The data from these transcripts will be entered into two separate excel sheets, one for men and the other for women. After this the data will be used for analysis.

In line with IMPACT guidelines,⁹ all qualitative data will be reviewed, processed, and translated into English without paraphrasing or summarizing on a daily basis. The data is analyzed by the Assessment Officer depending on the type of data and the type of analysis needed. For thematic analysis a Data Saturation and Analysis grid will be used.

For Agora data which is qualitative, descriptive and thematic analysis are mostly used. If analysis through Data Saturation Grid is required, the data from the FGD's are extracted and various codes are generated in the DSAG excel sheet until saturation is reached and no further codes are generated for different indicators. After the codes are generated and completed, the entire analysis will be written up in short summaries or memos. Since we are covering only one FGD per Manteqa in this assessment and the unit of analysis is Manteqa not district, DSAG cannot be used. Hence the data are extracted from the qualitative assessment into descriptive notes such as history, stake holder profile, demography etc., to prepare the Manteqa profile (qualitative & quantitative fact sheets). The qualitative data will then be used for creating individual profiles of Manteqa^{10,11} and can be aggregated into district and province when needed. and to produce Manteqa profiles along with quantitative data sets, which will be then sent for validation.

This data from FGDs will be stored on the IMPACT Share point in the Agora folder and shared with the Research and GIS departments of IMPACT HQ for validation.

Data obtained from KI Interviews

Data will be stored on IMPACT Kobo accounts and will be shared with the partner after the removal of personally identifiable information. The data analysis team will share anonymised raw and cleaned data along with the value cleaning log with IMPACT HQ for validation. Data analysis will be conducted by the data analysis team and will produce clean data and frequency tables of all indicators.

During primary data collection, the REACH Assessment Officer and Database 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 database officer

⁹ IMPACT Initiatives, Data Processing and Analysis Guidelines for Qualitative Data, June 2021

¹⁰ A profile of Manteqa is our end product that describes that incorporates qualitative and quantitative information from the assessment. It opens up by describing the Manteqa, its map, context, features, history from qualitative data while estimates about Manteqa inhabitants, access to services, barrier in access to services are covered by quantitative section. The link here is for the Jawzjan provincial profile in 2019 https://www.impact-repository.org/document/reach/0a1c5892/1803a_Manteqa_Profile_Jawzjan.pdf

will share detailed data collection statistics, including the number and percentage of collected interviews for each geography and strata, with the Field and Assessment teams weekly. The assessment officer and database officer will keep a log of any changes, including cleaning of data. The KI data at the end of each day will be run through the data cleaning logs script and cleaning logs will be generated and shared with the assessment officer. The assessment officer after commenting on the logs will forward it to Senior Project officers and field officers for the required cleaning process which will include follow-up with enumerators. When all the data is collected the data analyst will analyse the data according to data analysis plan from the Assessment Officer / Research Manager in R. After the data is analyzed the Assessment Officer/ Research Manager will present the preliminary findings and produce factsheets describing key findings.

Output production

As a result of the research, several types of products will be developed: These will need to be validated by IMPACT HQ and consulted with AGORA ACTED HQ.

1. *Maps of each manteqa and Nahyia in all 5 provinces on an as-needed basis; maps of 85 Manteqas included in SRDPV to be published.*
2. *Profiles combining the data from all phases of the data collection. There will be manteqa and nahyia profiles for each manteqa and nahyia assessed during SRDPV.*
3. *A cleaned and analyzed dataset for sharing.*
 - a. *2 data sets one for men and one for women from quantitative data datasets*
4. *A cleaned and analyzed saturation grid for analysis(optional) or qualitative and quantitative profiles of Manteqas*
 - a. *saturation grids, one for each tool(optional) or overall, one Profile per district or Manteqa*
5.
 - a. *Power BI Dashboard displaying Manteqa Profiles data available for Project implementation teams and others when needed.*

Community Response Plan Engagement

After the analysis of all the data from the MFGDs, WFGDs, KI, and the final FGDs, the ACTED Agora team will engage with community leaders in the mapped manteqas in rural provinces and mapped gozars/ urban centers to make Shuras/ structures known within the Manteqa Development Program and Nahyia Development Program.

The MFGDs will provide ACTED and IMPACT with Manteqas maps that will clarify how many manteqas are there in each district and province. Similarly, MFGDs in nahyias will provide ACTED and IMPACT AGORA teams with the identification and mapping of gozars and nahyias as well as the basic services. FGDS with women will provide information on women's role in these manteqas and nahyias. This will inform ACTED's Manteqa Development Program and nahyia Development Program structure. The data from the KII will inform ACTED programs regarding the priorities and needs of communities.

Following this, the profiles will be expanded to use data collected from the PRAs (if relevant) as well as Community Response Plan Workshops, which will elaborate on the planned responses for each community, based on the discussions.

3. ACTED AGORA HQ Roles and responsibilities

Table 6: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
Research design	Assessment Officer	Research Manager	GIS Officer, IMPACT HQ, AGORA ACTED HQ, ACTED CD and IMPACT CC AGORA country coordinator	Country Coordinator
Supervising data collection	Senior Project Officer/ Field Officer	Programme Manager	Assessment Officer	Research Manager
Data processing (quantitative data, checking, cleaning)	Database Officer	Database Manager	Assessment Officer, IMPACT HQ	Research Manager
Data processing qualitative (checking, cleaning)	Assessment Officer/ Senior Project Officer	Research Manager	GVA RRD	Country Coordinator
Data analysis quantitative	Database Officer	Database Manager	Assessment Officer/ Research Manager, IMPACT HQ	Research Manager, Consortium members
Data analysis qualitative	Assessment Officer	Research Manager	IMPACT HQ	
Output production quantitative and qualitative	Assessment Officer	Research Manager	IMPACT HQ AGORA ACTED HQ	Country Coordinator, Consortium members
Output production maps	GIS officer	GIS Manager	Assessment Officer/ Research Manager	Country Coordinator, Consortium members
Dissemination	Assessment Officer	Research Manager	Country Coordinator	IMPACT HQ, ACTED AGORA HQ Consortium members
Monitoring & Evaluation	Assessment Officer	Assessment Manager	Country Coordinator	IMPACT HQ ACTED AGORA HQ
Lessons learned	Assessment Officer/ Senior Project Officers	Research Manager	Country Coordinator, Consortium members	IMPACT HQ ACTED AGORA 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

Annexes

Data Analysis Plan

Data analysis plan, [here](#)

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 AGORA products	Number of humanitarian organisations accessing AGORA IMPACT services/products Number of individuals accessing IMPACT AGORA services/products	# of downloads of x product from Resource Center	Country request to HQ	User log	<input checked="" type="checkbox"/> Yes
		# of downloads of x product from Relief Web	ACTED		<input checked="" type="checkbox"/> Yes
		# of downloads of x product from Country level platforms	ACTED		<input type="checkbox"/> Yes
		# of page clicks on x product from REACH global newsletter	ACTED		<input checked="" type="checkbox"/> Yes
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly	ACTED		<input type="checkbox"/> Yes
		# of visits to x web map/x dashboard	ACTED Country request to HQ		<input type="checkbox"/> Yes
IMPACT AGORA activities contribute to better program implementation and coordination of the development and humanitarian response	Number of humanitarian and development organisations utilizing IMPACT AGORA services/products	# of LRRPs informed by AGORA maps and profiles # # references in single agency documents # No of Projects informed # No of products, maps utilized	Country team	Usage Feedback and Usage Survey template	
Humanitarian stakeholders are using IMPACT AGORA products	Humanitarian actors use IMPACT AGORA evidence/products as a basis for decision making, aid planning and delivery Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly	# Number of organizations making reference to IMPACT AGORA maps and profiles in their program documents	Country team	Usage Feedback and Usage Survey template	Usage survey to the implementing Project Managers Perceived usefulness and influence of IMPACT outputs Usage survey to be conducted at the end of each phase of the research cycle t
		Perceived relevance of IMPACT country-programs			
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			
		Perceived capacity of IMPACT staff			
		Perceived quality of outputs/programs			

	informed by IMPACT AGORA products	Recommendations to strengthen IMPACT programs			
Humanitarian stakeholders are engaged in IMPACT AGORA activities throughout the research cycle	Number and/or percentage of humanitarian organizations	# of organisations providing resources (i.e., Staff, vehicles, meeting space, budget, etc.) for activity implementation	Country team	Engagement log	x Yes
	directly contributing to IMPACT AGORA mapping and profiling	# of organisations/clusters inputting in research design and joint analysis			x Yes
	(providing resources, participating to presentations, etc.)	# of organisations/clusters attending briefings on findings;			x Yes