

Research Terms of Reference

Area-based assessments in displacement-affected oblasts of Ukraine

UKR2210

Ukraine

May 2022

Version 1



1. Executive Summary

Country of intervention	Ukraine				
Type of Emergency	<input type="checkbox"/>	Natural disaster	<input checked="" type="checkbox"/>	Conflict	<input type="checkbox"/> Other (<i>specify</i>)
Type of Crisis	<input checked="" type="checkbox"/>	Sudden onset	<input type="checkbox"/>	Slow onset	<input type="checkbox"/> Protracted
Mandating Body/ Agency	UNHCR				
IMPACT Project Code	64AUR				
Overall Research Timeframe (<i>from research design to final outputs / M&E</i>)	22/06/2022 to 10/10/2022				
Research Timeframe <i>Oblast no 1:</i>	1. Training: Oblast 1: 22/06/2022 Oblast 2: 17/08/2022		6. Preliminary presentation (validation with local actors): Oblast 1: 29/07/2022 Oblast 2: 27/09/2022		
	2. Start collect data: Oblast 1: 27/06/2022 Oblast 2: 22/08/2022		7. Outputs sent for validation: Oblast 1: 30/07/2022 Oblast 2: 29/09/2022		
	2. Data collected: Oblast 1: 13/07/2022 Oblast 2: 12/09/2022		8. Outputs published: Oblast 1: 07/08/2022 Oblast 2: 06/10/2022		
	3. Data analysed and sent for validation: Oblast 1: 21/07/2022 Oblast 2: 19/09/2022		9. Final presentation: Oblast 1: 10/08/2022 Oblast 2: 10/10/2022		
	4. Data validated: Oblast 1: 28/07/2022 Oblast 2: 26/09/2022				
	Number of assessments	<input checked="" type="checkbox"/>	Single assessment (one cycle)		
	<input type="checkbox"/>	Multi assessment (more than one cycle) <i>[Describe here the frequency of the cycle]</i>			
Humanitarian milestones <i>Specify what will the assessment inform and</i>	Milestone		Deadline		
	<input checked="" type="checkbox"/>	Donor plan/strategy	ongoing		
	<input type="checkbox"/>	Inter-cluster plan/strategy	_ _ / _ _ / _ _ _ _		
	<input checked="" type="checkbox"/>	Cluster plan/strategy	ongoing		

when e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;	<input type="checkbox"/>	NGO platform plan/strategy	-- / -- / --
	<input checked="" type="checkbox"/>	Other (Specify): partner NGO (ACTED) plan/ strategy	ongoing
Audience Type & Dissemination Specify who will the assessment inform and how you will disseminate to inform the audience	Audience type <input checked="" type="checkbox"/> Strategic <input checked="" type="checkbox"/> Programmatic <input type="checkbox"/> Operational <input type="checkbox"/> [Other, Specify]		Dissemination <input checked="" type="checkbox"/> General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors) <input checked="" type="checkbox"/> Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting <input checked="" type="checkbox"/> Presentation of findings (e.g. at HCT meeting; Cluster meeting) <input type="checkbox"/> Website Dissemination (Relief Web & REACH Resource Centre) <input checked="" type="checkbox"/> Distribution to local actors (local authorities, civil society, NGOs).
Detailed dissemination plan required	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
General Objective	<i>To inform an area-based response, by the CCCM Cluster in particular, and humanitarian actors in general, to the conflict and displacement-related needs of the displaced and non-displaced population, in central and peripheral/rural zones of two displacement-affected Oblasts.</i>		
Specific Objective(s)	<ul style="list-style-type: none"> • Provide information to international and local humanitarian actors about displacement in the Oblast, in terms of profiles and intentions of the displaced population, and relations between the displaced and non-displaced population. • Provide information to local and international humanitarian actors about the impact of the war on central and peripheral/rural zones of the Oblast, in terms of the economy, the availability of basic services, physical infrastructure and social cohesion. • Evaluation of the needs of the population of the Oblast: internally displaced persons (IDPs) in sites, out-of-site IDPs and host communities. • Map the local and external response to the crisis (conflict and associated displacement) and the actors leading the response (e.g. Local authorities, businesses, religious organizations, local NGOs, volunteer initiatives, international NGOs, UN agencies). Assess the relationship between local and external actors. • Facilitate discussions between local actors, during which local actors can identify the local priorities for crisis response, identify durable solutions, and coordinate this response. • Reinforce the link between local and external actors in the crisis response, by providing information on the existing local actors in the crisis response, and their preferred modes of collaboration with external actors. 		
Research Questions	Displacement: 1. What are the current dynamics of displacement in the Oblast? a. where are displaced households arriving from (e.g. From their location of habitual residence, returning from an Oblast to which they were displaced, returning from other countries) b. Where are displaced households currently located (where are collective sites		

	<p>located, and which kind of accommodation are out-of-site displaced households living in)?</p> <p>c. What is the temporality of the displacement in the Oblast? (time of arrival, length of displacement, intentions for the future).</p> <p>2. What are the priority needs of the displaced population in the Oblast, in terms of:</p> <p>a. access to basic services?</p> <p>b. economic needs (financial means to meet basic needs, access to livelihoods)?</p> <p>c. shelter and shelter-related durable solutions?</p> <p>3. What is the nature of the relationship between the displaced and non-displaced communities? What factors currently foster and/or inhibit social cohesion in the oblast?</p> <p>Entire community (displaced and non-displaced):</p> <p>4. What has been the impact of the war and associated displacement, since 24 February 2022, on:</p> <p>a. basic service provision? (Social, educational, health, financial, and protection services)</p> <p>b. the local economy? (Price of living, employment, demand and supply for key goods and services)</p> <p>c. physical infrastructure? (transport, residential and basic service infrastructure)</p> <p>d. which groups of the population are particularly vulnerable to the negative impacts of the war and associated displacement identified in questions 4a. – c.?</p> <p>Local Crisis Response:</p> <p>5. Which are the local and external actors who are engaged in the response to the crisis? (for example self-governance of IDP sites, local authorities, local businesses, religious groups, local NGOs, volunteer initiatives)</p> <p>- what are the activities of each of these actors?</p> <p>- what is the area of intervention of each actor?</p> <p>- who are the target beneficiaries of these activities?</p> <p>- what are the communication methods used by these actors?</p> <p>- what is the level of satisfaction of local actors regarding the external crisis response (international NGOs and UN agencies)?</p> <p>- what are the capacity building needs of local actors in the crisis response?</p> <p>6. What are the priorities and preferences of the population of the Oblast: displaced and non-displaced communities, service providers, economic actors, and local actors in the crisis response?</p> <p>- What should be the role of each actor in the crisis response? How can external actors communicate and collaborate with the local response? How can it be improved and expanded?</p> <p>- What are the risks (conflict-related and environmental) which could affect the response to the crisis in the oblast? How can the solutions proposed by the community be used to improve resilience to these risks?</p>
Geographic Coverage	<i>One Oblast (first level of administrative division of Ukraine). Initially, 2 ABAs will be conducted: the Oblasts for evaluation will be defined in collaboration with the CCCM Cluster.</i>
Secondary data sources	<p><i>Local authorities (Oblast and Hromada level):</i></p> <ul style="list-style-type: none"> • <i>Population and demographic data</i> • <i>Registration of IDPs</i>

	<ul style="list-style-type: none"> • Lists of local organisations • Local development plans <p>Department for Economic Affairs:</p> <ul style="list-style-type: none"> • Socioeconomic data (employment, price of living, import and export?) • Local development plans <p>Department for Civil Protection:</p> <ul style="list-style-type: none"> • Registration of IDPs/ those seeking social support <p>National IDP capacity and presence mapping (office of the President)</p> <p>Basic Service Statistics (Social, educational, health, financial, and protection services):</p> <ul style="list-style-type: none"> • List of basic service providers • Data on the capacity and use (current and past) in the following basic services: <p>REACH, Collective site monitoring, May 2022</p> <p>REACH, JMMI, April 2022</p> <p>REACH, Secondary data review of displacement flows in Ukraine.</p> <p>REACH, Humanitarian Situation Monitoring, Ukraine, May 2022</p> <p>REACH, arrival and transit monitoring, May 2022.</p> <p>IOM, Ukraine Internal Displacement Report - General Population Survey - Round 5 (17 - 23 May 2022).</p> <p>REACH, infrastructure damage mapping via remote sensing, May 2022</p> <p>CCCM Cluster Ukraine, 5W Matrix</p>		
Population(s) Select all that apply	<input checked="" type="checkbox"/>	IDPs in camp	<input type="checkbox"/> IDPs in informal sites
	<input checked="" type="checkbox"/>	IDPs in host communities	<input type="checkbox"/> IDPs [Other, Specify]
	<input type="checkbox"/>	Refugees in camp	<input type="checkbox"/> Refugees in informal sites
	<input type="checkbox"/>	Refugees in host communities	<input type="checkbox"/> Refugees [Other, Specify]
	<input type="checkbox"/>	Host communities	<input checked="" type="checkbox"/> Non-displaced population in general
Stratification Select type(s) and enter number of strata	<input checked="" type="checkbox"/>	Geographical #: 2 (Oblast centre, periphery/ rural) Population size per strata is known? X Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Group #: 3 (IDP in site, IDP out- of-site, non- displaced) Population size per strata is known? X Yes <input type="checkbox"/> No
	<input type="checkbox"/>		<input type="checkbox"/> [Other Specify] #: __ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No
Data collection tool(s)	<input checked="" type="checkbox"/>	Structured (Quantitative)	<input checked="" type="checkbox"/> Semi-structured (Qualitative)
	Sampling method		Data collection method
Structured data collection tool # 1	<input type="checkbox"/> Purposive		<input type="checkbox"/> Key informant interview (Target #): _ _ _ _ _

Select sampling and data collection method and specify target # interviews	<input type="checkbox"/> Probability / Simple random <input type="checkbox"/> Probability / Stratified simple random <input type="checkbox"/> Probability / Cluster sampling <input type="checkbox"/> Probability / Stratified cluster sampling <input checked="" type="checkbox"/> Probability: two-stage random sampling	<input type="checkbox"/> Group discussion (Target #):_____ <input checked="" type="checkbox"/> Household interview (Target : 1000 per Oblast): 200 interviews per strata (centre, periphery, in-site IDP, out-of-site IDP, non-displaced). <input type="checkbox"/> Individual interview (Target #):_____ <input type="checkbox"/> Direct observations (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____
Structured data collection tool # 2 Select sampling and data collection method and specify target # interviews	<input checked="" type="checkbox"/> 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 checked="" type="checkbox"/> Snowballing	<input checked="" type="checkbox"/> Key informant interview (Target 30-50 per Oblast, depending on number of actors identified): Survey of 1 KI from all local crisis response actors. <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 #):_____
Semi-structured data collection tool # 1 Select sampling and data collection method and specify target # interviews ***If more than 2 structured tools please duplicate this row and complete for each tool.	<input checked="" type="checkbox"/> Purposive <input checked="" type="checkbox"/> Snowballing <input type="checkbox"/> [Other, Specify]	<input checked="" type="checkbox"/> Key informant interview (Target 15-20 per Oblast): 1 interview per priority Hromada with each service provider (health, education, social, financial, protection) <input type="checkbox"/> Individual interview (Target #):_____ <input type="checkbox"/> Focus group discussion (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____
Semi-structured data collection tool # 2 Select sampling and data collection method and specify target # interviews ***If more than 2 structured tools please duplicate this row and complete for each tool.	<input checked="" type="checkbox"/> Purposive <input checked="" type="checkbox"/> Snowballing <input type="checkbox"/> [Other, Specify]	<input type="checkbox"/> Key informant interview (Target #):_____ <input type="checkbox"/> Individual interview (Target #):_____ <input checked="" type="checkbox"/> Focus group discussion (Target 6-8 FGDs per Oblast): 4 FGDs with economic KIs: 2 in each priority Hromada <input type="checkbox"/> [Other, Specify] (Target #):_____
Semi-structured data collection tool # 3 Select sampling and data collection method and specify target # interviews ***If more than 2 structured tools please duplicate this row and complete for each tool.	<input checked="" type="checkbox"/> Purposive <input type="checkbox"/> Snowballing <input type="checkbox"/> [Other, Specify]	<input type="checkbox"/> Key informant interview (Target #):_____ <input type="checkbox"/> Individual interview (Target #):_____ <input checked="" type="checkbox"/> Focus group discussion (Target 6-8 per Oblast): 2 FGDs per assessed Hromada with KIs in the local crisis response. <input type="checkbox"/> [Other, Specify] (Target #):_____

Target level of precision if probability sampling	95% level of confidence		7 +/- % margin of error	
Data management platform(s)	<input checked="" type="checkbox"/>	IMPACT	<input type="checkbox"/>	UNHCR
	<input type="checkbox"/>	[Other, Specify]		
Expected output type(s)	<input type="checkbox"/>	Situation overview #: __	<input checked="" type="checkbox"/>	Report #: 2
	<input type="checkbox"/>	Presentation (Preliminary findings) #: __	<input checked="" type="checkbox"/>	Presentation (Final) #: 3 (1 in each oblast, 1 at central level)
	<input type="checkbox"/>	Interactive dashboard #:	<input type="checkbox"/>	Webmap #: __
	<input type="checkbox"/>	[Other, Specify] #: __		
Access	<input checked="" type="checkbox"/>	Public (available on REACH resource center and other humanitarian platforms)		
	<input type="checkbox"/>	Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)		
Visibility Specify which logos should be on outputs	REACH			
	Donor: UNHCR			
	Coordination Framework: CCCM Cluster			
	Partners: tbc include logos of local authorities in Ukraine.			

5. Rationale

2.1 Background

The war in Ukraine since 24 February 2022 has led to an unprecedented level of needs among conflict-affected populations in Ukraine, with millions displaced across and within its borders. Military action targeting the north, south, and east of Ukraine - including major population centres such as Kyiv, Kharkiv, Odessa, and Mariupol - have caused massive displacement, widespread damage to public and private infrastructure, significant disruption to essential services, and many civilians killed or wounded.

Prior to the invasion, the [UN 2022 Humanitarian Response Plan](#) had identified 2.9 million people in need of humanitarian assistance in Ukraine. As of 23 May 2022, the IOM estimated that over 7 million people have been internally displaced, living in collective sites or in private accommodation.¹ In addition to IDPs who require urgent support in displacement, there is an additional population of approximately 12 million people in **areas directly under conflict**, who require immediate assistance in Ukraine.

In response to this crisis, the number of actors in the humanitarian response, and the funds dedicated to this response, has rapidly increased. The rapid scale up of the response heightens the need for improved coordination. In addition, current data shows that the humanitarian needs provoked by the crisis are multi-sectoral (affecting not only immediate basic needs but social cohesion, provision of public services, and local economies) and varied across the different areas of the country².

¹ [IOM, Ukraine Internal Displacement Report - General Population Survey - Round 5 \(17 - 23 May 2022\).](#)

² [REACH, Humanitarian situation monitoring, 2 May 2022.](#) [REACH, Joint Market Monitoring Initiative, April 2022.](#)

REACH aims to respond to this need via area-based assessments at the Oblast level. For each assessed Oblast, REACH will produce a multi-sectoral, area-based analysis of the Oblast and a map of local actors. Finally, REACH will collaborate with local actors including authorities to produce a localised priority plan.

2.2 Intended impact

Area-based assessments intend to facilitate a crisis response which is tailored to the needs and resources in the assessed Oblast. For local actors (local authorities, local businesses, religious groups, local NGOs, volunteer initiatives) the research products will serve as a tool for coordination of the crisis response on a local level, as well as a tool for advocacy to bring in additional assistance for relevant actors. For the external actors (INGOs, UN agencies) the research products will serve as an in-depth situational overview and introduction to the priorities of the assessed Oblast, as well as a tool for engagement with local actors.

6. Methodology

3.1 Methodology overview

The Area-based assessment will take a **mixed-methods approach**: secondary quantitative data will be collected from local actors (see Secondary Data, below), and primary data (quantitative and qualitative) will also be collected from members of the community and key informants, via quantitative surveys, key informant interviews (KIIs) and focus group discussions (FGDs).

The assessment will take an **action research approach**: discussion groups which will be organised as part of the data collection will also serve as opportunities for discussion between different actors in the crisis response, facilitating collaboration between these actors.

Finally, the assessment will have a **strong participative component**: local authorities are consulted in the research design process, to ensure that the final product is usable at the local level. The data collection will also be conducted in two rounds: the first round will be pure data collection, whereas the second round will comprise the presentation of preliminary findings from the first round, and a participatory planning workshop based on these findings.

Key steps in the assessment:

1. **Engagement with local authorities in the assessed Oblast.** This is an opportunity to receive feedback from local authorities on the planned methodology, and to collect all secondary data relevant to step 2.
2. **Secondary data review:** given the strong administrative infrastructure in Ukraine, secondary data will form a large part of the data used for the ABA. In particular, government statistics regarding population, displacement, basic services and the local economy will be utilised to understand the changing situation since the beginning of the crisis (24 February 2022). Likewise, data already collected by REACH as part of the Joint Market Monitoring Initiative (JMMI) and collective site monitoring will be used for this ABA.
3. **Mapping of local actors:** a list of the local actors involved in crisis response will be established, and a short telephone survey concerning the activities of the organisation will be conducted with 1 key informant from each local actor. Local actors will be identified via secondary data (provided by local authorities), snowballing, and data collection with the displaced and host communities (see step 4 - 6 below).
4. **Survey of the displaced and non-displaced population:** a representative sample of the displaced and non-displaced population will be surveyed regarding their priority needs, social cohesion, and (for the displaced population) their movement intentions.
5. **Focus group discussions with the non-displaced population:** FGDs will be organised with key informants in the non-displaced population, to understand two themes: the economic impact of the conflict (RQ4), and the

priorities and opportunities for the response (RQ6). Economic FGDs will be conducted with a purposive sample of economic key informants. Response-priorisation FGDs will be conducted with a purposive sample of key informants in the crisis response (local authorities, local actors and representatives of key communities).

6. **Key informant interviews with the non-displaced population:** key informant interviews will be conducted with representatives from each major service provider (health, education, social services, financial services, protection, and administration/ information) to understand the impact of the crisis on each of these services. Key informants will be selected purposively.

Key definitions:

- IDP: persons or groups of persons currently residing within Ukraine and have left the place of their habitual residence since the start of the war on 24 February 2022³
- Refugees: persons or groups of persons with a place of habitual residence within Ukraine and have left Ukraine since the start of the war on 24 February 2022
- IDP returnees: persons or groups of persons who left their place of habitual residence since the start of the war on 24th of February 2022 for a period of a minimum of 2 weeks (14 days) within Ukraine and have made the free and informed decision to return to their place of habitual residence with no current intention of leaving⁴
- People returning into Ukraine: persons and groups of persons who left Ukraine since the start of the war on 24 February for a minimum of 2 weeks and have made the free and informed choice to return and are currently residing in Ukraine. *NB: people returning to Ukraine may be in the process of permanent return, temporary return, or pendular return to a place of habitual residence, a place of subsequent displacement or to a place of intended settlement.*
- Non-displaced population: those who have not left their place of habitual residence (for a period of longer than 2 weeks) since the start of the war on 24 February 2022.
- Host households: Households within Ukraine that are sharing their own accommodation with members of the displaced population. *NB- displaced households can also be host households.*
- The crisis: the war in Ukraine beginning in 24 February 2022.
- Local actor: an organisation, group or institution, with a permanent presence in the Oblast, which aims to respond to the crisis-related needs of the population of the Oblast (or a group therewithin).
- External actor: an organisation, group or institution, which does not have a permanent presence in the Oblast, which aims to respond to the crisis-related needs of the population of the Oblast (or a group therewithin).

3.2 Population of interest

Geographical area: each area-based assessment will assess the entire Oblast. Quantitative data collection will be conducted in every Hromada, to give an indication of the difference in needs and in response across the Oblast. A statistically representative comparison of the urban centre, and the rest of the Oblast (periphery) will be produced. In order to gain a qualitative understanding of the situation in different areas of the Oblast, qualitative data collection will be conducted in 3-4 exemplary Hromadas. One of these Hromadas will be the Oblast centre: the 2 or 3 others will be Hromadas selected in consultation with local authorities, based on 2 criteria:

- Hromadas represent a variety of localities (e.g. border/ central Hromadas, rural/ peri-urban Hromadas, industrial/ agricultural Hromadas)
- Hromadas are priority areas for the local response (e.g. heavily impacted by bombardment, heavily impacted by displacement).

³ IOM DTM, [Internal Displacement Report. General Population Survey, Round 5](#). 23 May 2022

⁴ Please note, definitions concerning reference to "returns" have yet to be confirmed within REACH due to the ongoing discussions with UNHCR and IOM on working terminology.

Population: in line with the area-based approach, the assessment will concern the needs and activities of the entire population of the Oblast. The population will be stratified by displacement status to provide a representation of the different needs of the displaced and non-displaced population. For quantitative data, the displaced population will also be stratified by accommodation (in-site or out-of-site) and location (Oblast centre, or periphery). In order to provide a comparison of the displaced and non-displaced population, within human resource and time constraints, a single sample of non-displaced households for the whole Oblast (oblast centre and periphery combined) will be assessed.

Unit of measurement: the units of measurement for each data collection tool are as follows:

Data collection tool	Unit of measurement
Quantitative survey of displaced and non-displaced population	Household
Quantitative survey of local actors	Organisation ⁵
Key informant interviews	Hromada
Focus group discussions	Hromada

3.3 Secondary data review

For research design, the following data will be utilised:

Local authorities (Oblast and Hromada level):

- Population and demographic data
- Registration of IDPs⁶

Department for Civil Protection:

- Registration of households seeking social support (including IDPs)

National IDP collective sites capacity and presence mapping (office of the President)

REACH / CCCM, Collective site monitoring, May 2022

[*REACH, Humanitarian Situation Monitoring, Ukraine, May 2022*](#)

[*REACH, JMMI, April 2022*](#)

REACH, Secondary data review of displacement flows in Ukraine

[*IOM, Ukraine Internal Displacement Report - General Population Survey - Round 5 \(17 - 23 May 2022\).*](#)

⁵ Certain questions are asked at the individual level during this survey, in particular concerning social cohesion and opinions of the coordination of the response.

⁶ Depending on the Oblast, local authorities collect information on the needs of IDPs at the time of registration. When existing, this information will also be requested Oblast and Hromada authorities, and the department for Civil Protection.

[REACH, arrival and transit monitoring, May 2022.](#)

For each research question, the following data will be utilised:

1. What are the current dynamics of internal displacement in the Oblast?

Local authorities (Oblast and Hromada level):

- Population and demographic data
- Registration of IDPs

Department for Civil Protection:

- Registration of IDPs/ those seeking social support

National IDP capacity and presence mapping (office of the President)

[IOM, Ukraine Internal Displacement Report - General Population Survey - Round 5 \(17 - 23 May 2022\).](#)

REACH, Secondary data review of displacement flows in Ukraine

REACH, Collective site monitoring, may 2022

[REACH, arrival and transit monitoring, May 2022.](#)

2. What are the priority needs of IDPs in the Oblast, per strata and per type of IDP?

REACH, Collective site monitoring, may 2022

REACH, Secondary data review of displacement flows in Ukraine

3. What is the nature of the relationship between the displaced and non-displaced communities?

Primary data collection only.

4. What has been the impact of the conflict and associated displacement, since 24 February 2022, on basic service provision, the local economy, and physical infrastructure?

Department for Economic Affairs:

- Socioeconomic data (employment, price of living, import and export?)

Basic Service Statistics (Social, educational, health, financial, and protection services):

- List of basic service providers
- Data on the capacity and use (current and past) in the following basic services:

REACH reports:

- [REACH, Humanitarian Situation Monitoring, Ukraine, May 2022](#)
- [REACH, JMMI, April 2022](#)
- REACH, infrastructure damage mapping via remote sensing, May 2022

5. Which are the local actors engaged in the response to the crisis since 24 February 2022?

Local authorities (Oblast and Hromada level):

- Lists of local organisations

CCCM Cluster Ukraine, 5W Matrix

6. What are the priorities and preferences of the population of the Oblast: displaced and non-displaced communities, service providers, economic actors, and local actors in the crisis response?

Local development plans

3.4 Primary Data Collection

Quantitative survey of displaced and non-displaced households:

Method: This quantitative survey will be used to provide a representation of the needs, living situation and future intentions of all IDPs in the Oblast, in and out-of-site, as well as the non-displaced population.

Sampling:

This quantitative survey will target 200 households from each stratum:

1. IDPs in site, in urban centres
2. IDPs out of site, in urban centres
3. IDPs in site, in peripheral/ rural zones
4. IDPs out of site, in peripheral/ rural zones
5. Non-displaced population, in entire Oblast.

Survey respondents will be randomly sampled using two-stage random sampling, to be representative per strata at 95% confidence with a 7% margin of error. Secondary data regarding total population, and the number of IDPs, per Hromada, will be used to estimate the number of questionnaires to be conducted in each Hromada.

REACH mapping of collective sites will be used to locate collective sites. IDPs out-of-site will be surveyed at access points for services and aid (for example aid distribution points, basic services, registration centres, and shops and banks). The list of aid access points will be established with local authorities and aid providers. Collection sites (IDP sites, distribution sites, and settlements), and the number of surveys to be conducted per site, will be identified using probabilistic random sampling (the higher the population the more likely the site is to be selected). In small areas of assessment (IDPs sites and distribution sites), enumerators will survey all of the households at a pre-defined interval (they will survey each 5th household in the queue for a distribution centre, each 5th room in an IDP collective site). In areas selected for surveys with the non-displaced community, which are expected to be much more geographically dispersed, a GPS point will be randomly allocated for each survey in each settlement. Enumerators will survey the household closest to this GPS point.⁷

⁷ In areas where the presence of land mines has been reported, GPS points will not be used to avoid risk to enumerators. Instead, city blocks/ streets will be randomly selected for surveys based on population, and enumerators will survey households at a pre-defined interval.

Tools: Enumerators will use a structured questionnaire on Kobo toolbox, and a GPS device to take the coordinates of each survey.

Triangulation: data will be triangulated with REACH collective site monitoring, IOM DTM data, REACH border movement data.

Mapping of local actors:

Method: Multiple approaches will be taken to produce a list of local organisations, groups, and institutions involved in the crisis response in the Oblast. One key informant from each organisation will be surveyed to identify and locate the activities of the organisation.

Sampling: Identification of local actors will be conducted via multiple approaches, with a target of 30-50 actors per Oblast:

1. A first list of local actors will be identified via local authorities
2. Additional actors will be identified via snowballing during the survey of the first list of local actors
3. A question regarding the actors involved in the crisis response will be included in the data collection with IDPs and with host communities.

Tools: A structured questionnaire will be conducted via telephone to each organisation which is identified.

Triangulation: responses of local actors can be triangulated with those of displaced and non-displaced communities, and of local authorities to give an indication of the accessibility of information regarding the crisis response.

Qualitative data collection:

Method:

Semi-structured discussions will be conducted, concerning the impact of the crisis on various aspects of the impact of the crisis on the Oblast. Three groups of respondents will be consulted:

1. Service providers (5 per Hromada): individual interviews with key informants about the impact of the crisis on basic service provision and local infrastructure.
2. Key informants on the local economy (2 per Hromada): FGDs about the impact of the crisis on the local economy (for example trade union and chamber of commerce representatives, owners of banks, owners of industrial and agricultural businesses, owners of small and medium enterprises (SMEs)).
3. Key informants in the local crisis response (2 per Hromada): FGDs about the current coordination of the local response, the collaboration with external actors, key risks to the crisis response (conflict, social tension and environmental risk) and how the response can be improved. FGD participants will be local authorities, actors in the local response, and representatives of priority groups (e.g. IDPs, ethnic minorities, disabled, elderly, LGBTQI+). Groups will be constructed to maximise the variety of perspectives represented, while limiting the number of participants per group to 8.

Sampling:

Key informants and discussion group members will be purposively selected via two parallel strategies:

1. Local authorities will provide contacts of key informants in the two categories.
2. A contact list of key informants in the two categories will be established based on existing REACH networks (including contacts identified in the local actor mapping)

Two FGDs will be conducted with each group of respondents in each locality (for a total of four FGDs per locality). In order to ensure that the perspectives of various groups in the population are represented, focus groups will have equal representation of men and women, and participants will be of varied ages. While having FGDs with men and women in the same group can lead to women or men not mentioning certain issues, this is not considered to be likely because the FGDs do not concern sensitive subjects. Furthermore, using the same composition for the FGDs allows for comparison between the responses of each FGD in the analysis. FGD facilitators will be trained in how to ensure equal participation of FGD members to minimise the risk of certain issues not being mentioned.

Tools: Semi-structured questionnaires. Discussions will be recorded, and notes will be taken by enumerators during the discussion.

Triangulation: The responses of these three groups will be compared to give an indication of the basic service access and quality from provider and user perspectives. Responses will be compared with the responses of IDPs to indicate the difference in needs between displaced and non-displaced populations.

3.5 Data Processing & Analysis

Quantitative Data:

Data will be collected using Kobo Platform. The survey responses of IDPs will be cleaned and analysed using R, according to the IMPACT SOPs for [cleaning](#) and [analysis](#). A cleaned database and analysis table in MS excel will be published for use by partners.

During the analysis, data will be weighted using total population numbers due to absence of information about IDP numbers for center and periphery. Results will be presented, for each of the 5 strata, in a user-friendly analysis table. Key results will be included in the final report.

The census of local actors will be cleaned and compiled using Microsoft Excel. A user-friendly database of actors and activities will be published on an online platform, to allow local actors to update their activities.

Qualitative Data:

Qualitative interviews will be recorded, and interviewers will take notes. Enumerators will transcribe these notes, using recordings to consolidate. In each FGD, at least 1 enumerator will be dedicated to taking notes while another moderates the discussion. FGD notes will be consolidated and transcribed by enumerators, as soon as possible after the FGD. These key informant responses will be analysed directly from the transcriptions.

Participatory planning workshops will be recorded, and notes will be taken during discussions. Enumerators will transcribe the notes of these discussions, while will be compiled in a transcription matrix and analysed directly.

Qualitative transcripts and notes will not be published, only the local priority plan will be published, combining quantitative and qualitative results.

Local level data validation:

After analysis, and before publication of the ABA reports, findings will be presented to local actors in the assessed areas. A presentation will be organised in each Oblast, with the possibility for online participation for those outside the Oblast center. All participants from the data collection will be invited to join. After the presentation, presentation participants will be invited to give feedback on the findings. Any concerns raised during this session will be investigated, and the report will be modified, before publication. Smaller meetings with local authorities to present and discuss the findings may also be organised, in the days following the wider presentation, if this is desirable for the local authorities of the Oblast.

7. Key ethical considerations and related risks

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

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

The proposed research design...	Yes/ No	Details if no (including mitigation)
... Has been coordinated with relevant stakeholders to avoid unnecessary duplication of data collection efforts?	Yes	
... Respects respondents, their rights and dignity (<i>specifically by: seeking informed consent, designing length of survey/ discussion while being considerate of participants' time, ensuring accurate reporting of information provided</i>)?	Yes	
... Does not expose data collectors to any risks as a direct result of participation in data collection?	Yes	
... Does not expose respondents / their communities to any risks as a direct result of participation in data collection?	Yes	
... Does not involve collecting information on specific topics which may be stressful and/ or re-traumatising for research participants (both respondents and data collectors)?	No	<p>Sensitive questions will be posed regarding personal experiences of displacement, or the impact of the conflict.</p> <ul style="list-style-type: none"> - Enumerators will summarise the subjects that the questionnaire will cover before asking for consent. - Respondents will be reminded at the beginning of the interview/ FGD that their participation is voluntary, and that they can withdraw their consent at any time - Data collection will be conducted by Ukrainian staff who are able to effectively communicate with respondents about voluntary consent to participate, and who can recognise if respondents become uncomfortable. - When possible, data collection with women, who are more

		likely to be victims of gender-based or sexual violence, will be conducted by women.
... Does not involve data collection with minors i.e. anyone less than 18 years old?	Yes	
... Does not involve data collection with other vulnerable groups e.g. persons with disabilities, victims/ survivors of protection incidents, etc.?	No	<p>Vulnerable groups will not be targeted for data collection, however, in the context of conflict and displacement, it is likely that some respondents will be victims of violence. In order to mitigate the risk of harm to these vulnerable respondents, the following measures will be taken:</p> <ul style="list-style-type: none"> - Enumerators will summarise the subjects that the questionnaire will cover before asking for consent. - Respondents will be reminded at the beginning of the interview/ FGD that their participation is voluntary, and that they can withdraw their consent at any time - Data collection will be conducted by Ukrainian staff who are able to effectively communicate with respondents about voluntary consent to participate, and who can recognise if respondents become uncomfortable. - When possible, data collection with women, who are more likely to be victims of gender-based or sexual violence, will be conducted by women.
... Follows IMPACT SOPs for management of personally identifiable information ?	Yes	

5. Roles and responsibilities

Table 3: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
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Research design	Assessment Officer	Research Manager	IMPACT HQ Research design & Data (RDD) unit ABA specialist Project partners (UNHCR)	CCCM Cluster Local authorities in assessed Oblasts
Supervising data collection	Field officer	Field coordinator	IMPACT country director	Operational partners (UNHCR, ACTED)
Data processing (checking, cleaning)	GIS Officer Assessment Officer	Assessment officer	IMPACT HQ Research design & Data (RDD) unit	Research manager
Data analysis	GIS Officer, Assessment Officer	GIS Officer, Assessment Officer	IMPACT HQ Research design & Data (RDD) unit	Research manager
Output production	Assessment officer	Research manager	IMPACT HQ Reporting Unit Project partners (UNHCR)	External partners (Clusters, local authorities)
Dissemination	Assessment officer	IMPACT country director	IMPACT HQ Research department and Communication department	National: Clusters, working groups, NGOs and local authorities in assessed Oblast International: global clusters/ working groups (CCCM, Shelter, localisation, assessement)
Monitoring & Evaluation	Assessment officer, Field officer	Assessment Officer	IMPACT HQ ABA specialist	IMPACT country director

Lessons learned				IMPACT HQ RDD department
	Assessment officer, Field officer	Assessment Officer	IMPACT HQ ABA specialist	IMPACT country director IMPACT HQ RDD department

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

8. Data Analysis Plan

[Please find questionnaires attached](#)

7. Monitoring & Evaluation Plan

- Please complete the M&E Plan column in the table and use the corresponding Tools in the Monitoring & Evaluation matrix to implement the plan during the research cycle.

IMPACT Objective	External M&E Indicator	Internal M&E Indicator	Focal point	Tool	Will indicator be tracked?
Humanitarian stakeholders are accessing IMPACT products	Number of humanitarian organisations accessing IMPACT services/products Number of individuals accessing IMPACT services/products	# of downloads of x product from Resource Center	Country request to HQ	User_log	X Yes
		# of downloads of x product from Relief Web	Country request to HQ		X Yes
		# of downloads of x product from Country level platforms	Country team		X Yes
		# of page clicks on x product from REACH global newsletter	Country request to HQ		X Yes
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly	Country team		<input type="checkbox"/> Yes
		# of visits to x webmap/x dashboard	Country request to HQ		<input type="checkbox"/> Yes
IMPACT activities contribute to better program implementation and coordination of the humanitarian response	Number of humanitarian organisations utilizing IMPACT services/products	# references in HPC documents (HNO, SRP, Flash appeals, Cluster/sector strategies)	Country team	Reference_log	Cluster strategies: Assessment working group, Shelter, CCCM, Education, Health.
		# references in single agency documents			UNHCR strategy, strategies of NGOs working in assessed OBlasts
Humanitarian stakeholders are using IMPACT products	Humanitarian actors use IMPACT evidence/products as a basis for decision making, aid planning and delivery Number of humanitarian	Perceived relevance of IMPACT country-programs	Country team	Usage_Feed back and Usage_Survey template	Usage survey to be distributed to local authorities, local actors, international actors 6 months after publication.
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			

	documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	<div>Perceived capacity of IMPACT staff</div> <div>Perceived quality of outputs/programs</div> <div>Recommendations to strengthen IMPACT programs</div>			
Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle	Number and/or percentage of humanitarian organizations directly contributing to IMPACT programs (<i>providing resources, participating to presentations, etc.</i>)	<div># of organisations providing resources (i.e.staff, vehicles, meeting space, budget, etc.) for activity implementation</div> <div># of organisations/clusters inputting in research design and joint analysis</div> <div># of organisations/clusters attending briefings on findings;</div>	Country team	Engagement_log	<div>X Yes</div> <div>X Yes</div> <div>X Yes</div>

Annex: Methodological note

UKR2210 REACH Area-based Assessment in displacement-affected oblasts of Ukraine (Round 1, July 2022)

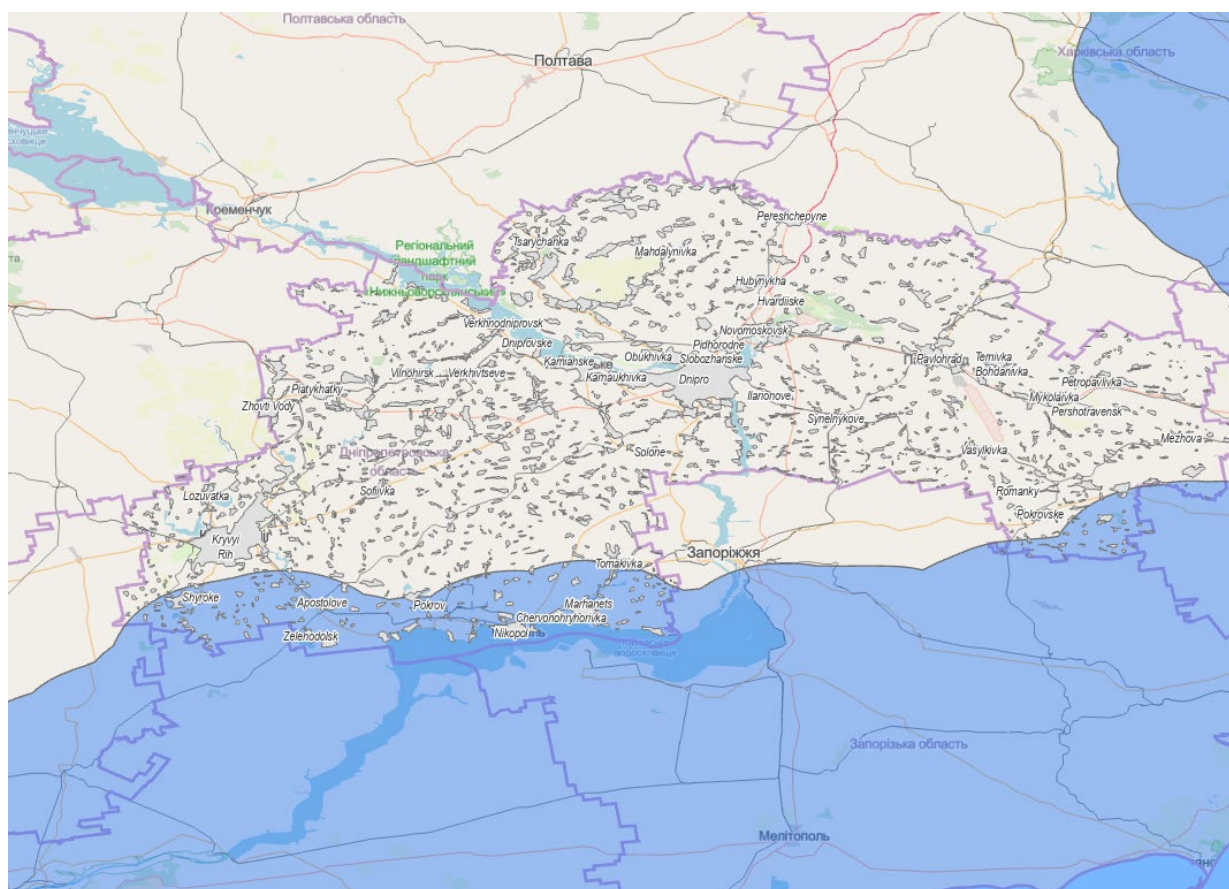
Context and rationale:

Since the escalation of conflict in Ukraine starting Thursday 24 February 2022, over 7.7 million people have been displaced internally across the country. In early April, further escalation was reported in the Eastern part of the country, causing more damage to infrastructure and disruptions in access to services in affected areas, as well as further displacement westward. In response to this crisis, the number of actors in the humanitarian response, and the funds dedicated to this response, have rapidly increased. The rapid scale-up of the response heightens the need for improved coordination. In addition, current data shows that the humanitarian needs provoked by the crisis are multi-sectoral (affecting not only immediate basic needs but social cohesion, provision of public services, and local economies) and varied across the different areas of the country.

In response, REACH is conducting the **Area-based Assessment in Dnipropetrovsk oblast (Round 1)**, which has a large influx of IDPs, proximity to active military operations, and at the same time has a central location and strategic economic importance. In order to highlight the situation throughout the oblast, including inaccessible areas, REACH plans to conduct additional data collection in 5 insecure hromadas: Zelenodolska, Apostolivska, Shyrokyvska, Nikopolska, and Pokrovska.

The idea of additional data collection is based on the fact that these areas were excluded from the sampling frame for HH data collection due to security concerns, and therefore, there is an information gap regarding the situation in these areas. In addition, oblast authorities have reported interest in the findings in these areas.

Map 1: Assessment coverage (blue – areas that were not included in the HH sampling frame due to security reasons)



Methodology:

- Semi-structured qualitative interviews will be conducted, concerning the impact of the war on the hromadas.
- Enumerators will conduct the interviews by phone with the Heads of communities or another responsible person who have full knowledge of the situation in the community. Key informants will be asked about their hromada of residency at the beginning of the questionnaire.
- 1 Key informant interview will be conducted with 1 representative of the hromada (in total, 5 KI).

Sampling:

Key informants will be purposively selected via the following strategy: local authorities will provide contacts of key informants in the two categories.

Tools:

Semi-structured questionnaire. Discussions will be recorded, and notes will be taken by enumerators during the discussion.

Triangulation: The responses of these interviews will be compared with the responses of respondents from other hromadas to give an indication of the humanitarian needs and displacement trends.

Data Processing & Analysis:

- Qualitative interviews will be recorded, and interviewers will take notes. Enumerators will transcribe these notes, using recordings to consolidate.
- These key informant responses will be analyzed directly from the transcriptions.
- Qualitative transcripts and notes will not be published, only the Data Saturation Grid will be published, and the report will be published, combining quantitative and qualitative results.

Local level data validation:

After analysis, and before the publication of the ABA reports, findings will be presented to local actors in the assessed areas. A presentation will be organized in Kryvyi Rih, with the possibility for representatives from inaccessible hromadas to come there for the meeting or online participation. All participants from the data collection will be invited to join. After the presentation participants will be invited to give feedback on the findings. Any concerns raised during this session will be investigated, and the report will be modified, before publication.

Data Analysis Plan:

Research Questions	SUBQ#	Data collection method	Indicator / Variable	Questionnaire QUESTION	Probes
	F1.1	KI Interview	Enumerator ID	Name of interviewer:	N/A
	F1.2	KI Interview	Date	Date of interview	N/A
	F1.3	KI Interview	Time	Start time:	N/A
	F1.4	KI Interview	Time	End time:	N/A

	F1.5	KI Interview	Location	Location of KI (hromada and hromada)	N/A
	F1.6	KI Interview	Key Informant ID	Name of key informant (KI)	N/A
	F1.7	KI Interview	KI gender	Gender of KI	Male Female
	F1.8	KI Interview	KI position	Position of KI:	N/A
	F1.9	KI Interview	Consent_info	<p>Hello, my name is _____ and I work for REACH, an international NGO specialised in assessments of humanitarian needs and evaluations of assistance. We would like to speak with you as part of an evaluation of this [hromada], in particular about the current displacement dynamics, humanitarian needs, and economic and infrastructural damage in your hromada since 24th February. Please note that everything you tell us will be kept confidential. We will not take down your name for this exercise. You are free to decide whether you want to answer questions or not once the interview starts. Please feel free to ask me any questions now, or at any point during the discussion.</p> <p>Do you consent to this interview?</p>	NA
What are the displacement dynamics in the hromada, since 24 February 2022?	F2.1	KI Interview	Movement dynamics	Are there people that left the hromada since the escalation of the hostilities (Feb 24)?	<p>Could you estimate the percentage of individuals that left the hromada since the escalation of the hostilities (Feb 24) compared to the overall population?</p> <p>what were the factors that influence people's choice to leave?</p> <p>Are there people who left the hromada due to the hostilities (24 Feb) that have since returned to the hromada? Why people have returned to the hromada?</p>
	F2.2	KI Interview	Movement intentions	What are people's intentions with regards to leaving or staying in the Hromada?	<p>Could you estimate the percentage of individuals that are planning to leave the hromada in the coming weeks?</p> <p>what are the factors that influence people's choice to leave?</p>

What are the humanitarian needs of population in the hromada, since 24 February 2022?	F2.3	KI Interview	Presence of IDPs	Are there displaced people staying in this hromada currently?	If yes, have there been new arrivals of displaced people in the past two weeks in the hromada? From which oblasts are people mainly coming from? Where do most of them stay? (e.g. family/friends/ collective sites/rented accommodation) What are the factors that influence people's choice to stay?
	F3.1	KI Interview	Humanitarian needs	What would you say are the top priority humanitarian needs of the population in your hromada?	What are the top three priority needs in the hromada? (e.g. Food, NFI, Fuel, WASH etc) How critical is the level of needs in this hromada? (Extreme needs, Severe needs, High needs, Moderate, no needs) Is this the same for different demographics groups e.g. women, children, displaced, non-displaced etc.?
	F3.2	KI Interview	Humanitarian assistance	Considering the needs you mentioned earlier, has your hromada received adequate assistance over the past 14 days?	If yes, what types of humanitarian assistance did your hromada receive? Who received this humanitarian assistance (e.g., everyone, IDPs, returnees, vulnerable population groups)? Which organisations, if any, are currently providing assistance in your hromada? what type of assistance have they provided? If no, why not? What are the mechanisms of communication and coordination of these organisations? Is the hromada facing any barriers in the humanitarian assistance process with external actors ? If yes, which ones?
Is there damage to infrastructure in the hromada, if so what type of structure	F4.1	KI Interview	Infrastructure damages	Has any public infrastructure, such as schools, hospitals, electricity or water supply been damaged since the start of the war in this area on February 24th?	If yes, which and to what extent have infrastructure facilities been damaged?

are affected and to what extent?	F4.2	KI Interview	Damage impact on public service provision	What has been the impact on service provision, e.g. water and electricity, in the affected areas?	Are there barriers related to damaged Infrastructure that can lead to people in the hromada facing challenging in accessing electricity, heating or hot water during the winter? Have any other basic services (healthcare, education, social etc) in the hromada been disrupted due to shellings?
	F4.3	KI Interview	Infrastructure damages	Have any major roads, bridges, private houses or marketplaces been damaged since Feb 24?	Has damage to roads or bridges impacted access in and out of the hromada for people and goods? How? What would you estimate is the proportion of private houses that was damaged?
	F4.4	KI Interview	Impact of shellings on the fundamental industries	What has been the impact of combat operations on economic activity in the fundamental industries of the Hromada?	What has been the impact of combat operations on agriculture? (Crop production, supply chain, export) What has been the impact of combat operations on industry? (Manufacturing) What has been the impact of combat operations on the service sector? (Small business, restaurants, volume of commerce)
	F4.5	KI Interview	Impact of shellings on the fundamental industries	How has the war impacted the level of commerce and composition of the labour market in this hromada since Feb 24?	If yes, how?
	F4.6	KI Interview	Economic losses	On a scale of small/medium/large, how would you estimate the economic losses/ damages due to the war since Feb. 24?	Would you be able to give an approximate cost in US dollars? What is the damage to infrastructure? What is the damage due to loss of commerce? Cost of damage to public services like schools, hospitals etc?
	F4.7	KI Interview	Early recovery plans	Does the hromada currently have any plans for early recovery and how would they be put in place?	E.g. rebuilding key infrastructure and homes, restoring public services, water resource management, etc. Any other prospects? In particular, what construction materials are prevalent in the destroyed buildings?

	F4.8	KI Interview	Early recovery needs	What do you see as the primary priorities and needs for early recovery?	E.g. building materials, public service providers, technical
Which are the local actors in who are engaged in the response to the crisis?	F5.1	KI Interview	Role of economic and local actors	How do you see the role of economic and local actors, such as businesses, trade unions, government and volunteers, in responding to the crisis in this hromada?	How humanitarian response is currently coordinated in the hromada level? Who is leading and coordinating the response? What would improve this coordination?
	F5.2	KI Interview	Actor mapping recovery plan	What role do, or could, these local actors play in supporting the (economic) recovery in this hromada?	Is there anything that could be improved? How?
	F5.3	KI Interview	Actor mapping recovery plan	What role do, or could, international actors play in supporting the (economic) recovery in this hromada?	Is there anything that could be improved? How?
				Thanks for the interview!	