

# Research Terms of Reference

Uganda COVID-19 Market Monitoring

UGA2004

Uganda

April 2020

**REACH** Informing  
more effective  
humanitarian action

## 1. Executive Summary

Country of intervention	<b>Uganda</b>		
Type of Emergency	<input type="checkbox"/> Natural disaster	<input checked="" type="checkbox"/> Conflict	
Type of Crisis	<input type="checkbox"/> Sudden onset	<input type="checkbox"/> Slow onset	<input checked="" type="checkbox"/> Protracted
Mandating Body/ Agency	Cash Working Group		
Project Code	DFID ULEARN (to be updated once project code is issued)		
Overall Research Timeframe ( <i>from research design to final outputs / M&amp;E</i> )	06/4/2020 to 30/6/2020		
Research Timeframe <sup>1</sup> <i>Add planned deadlines (for first cycle if more than 1)</i>	1*. Start collect data: 13/4/2020	5. Preliminary presentation: N/A	
	2*. Data collected: 31/6/2020	6. Outputs sent for validation: bi-weekly	
	3. Data analysed: bi-weekly	7. Outputs published: bi-weekly – Completed by 15/7/2020	
	4. Data sent for validation: bi-weekly	8. Final presentation: N/A	
Number of assessments	<input type="checkbox"/> Single assessment (one cycle)		
	<input checked="" type="checkbox"/> Multi assessment (more than one cycle)		
	*REACH will support the existing joint MEB price monitoring system during a three-month emergency covid-response support from April through June 2020.		
Humanitarian milestones <i>Specify what will the assessment inform and when e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;</i>	<b>Milestone</b>	<b>Deadline</b>	
	X Donor plan/strategy	Monitoring covid-response in 2020	
	X Inter-cluster plan/strategy	Monitoring covid-response in 2020	
	X Cluster plan/strategy	Monitoring covid-response in 2020	
	<input type="checkbox"/> NGO platform plan/strategy	__/__/____	
	<input type="checkbox"/> Other (Specify):	__/__/____	
	<b>Audience type</b>	<b>Dissemination</b>	

<sup>1</sup> Please note that data will be collected on a weekly basis through the existing joint MEB price monitoring system, led by WFP, UNHCR, and the ECHO cash consortium. Data will be collected using a covid-adapted tool for this research cycle, and the cleaned data will be provided to REACH for bi-weekly analysis and product development.

Audience Type & Dissemination <b>Specify who will the assessment inform and how you will disseminate to inform the audience</b>	<input type="checkbox"/> Strategic <input checked="" type="checkbox"/> Programmatic <input checked="" type="checkbox"/> Operational <input type="checkbox"/> [Other, Specify]		<input checked="" type="checkbox"/> General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors) <input checked="" type="checkbox"/> Cluster Mailing - CWG <input checked="" type="checkbox"/> Presentation of findings – CWG (if needed) <input checked="" type="checkbox"/> Website Dissemination (Relief Web, REACH Resource Centre, UNHCR Data Portal, Covid-19 specific platform) <input type="checkbox"/> Targeted donor briefings	
Detailed dissemination plan required	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
General Objective	The main objective of this market monitoring assessment is to understand the impact of COVID-19 on commodity prices and functionality of markets in refugee communities across Uganda and provide timely information to actors on a regular basis. In an effort to inform current and potential cash programming across the refugee response, market traders in the refugee settlement locations will be interviewed. This assessment will expand the scope of the existing joint MEB price monitoring monitoring.			
Specific Objective(s)	<ul style="list-style-type: none"> <li>To monitor consumer prices of key commodities (from the MEB) in assessed markets and identify any changes due to COVID-19.</li> <li>To track market dynamics in relation to market functionality during the COVID-19 crisis.</li> <li>To understand the availability of items in the market and identify any changes in item availability due to COVID-19.</li> <li>To understand the change in trader and consumer behavior in refugee communities during the COVID-19 crisis.</li> <li>To identify stocking and supply issues across traders in refugee communities during the COVID-19 crisis.</li> </ul>			
Research Questions	<ol style="list-style-type: none"> <li>What are the prices of key commodities in assessed markets in Uganda, and has there been a change during the COVID-19 crisis?</li> <li>What has been the impact of COVID-19 on market functionality?</li> <li>Has availability of certain items changed during the COVID-10 crisis, and if so, for which items?</li> <li>Have there been any changes in trader and customer behavior related to COVID-19?</li> <li>Are there difficulties in obtaining a large enough supply to meet your customers' demand, and if so, for which items?</li> </ol>			
Geographic Coverage	13 refugee settlement locations <sup>2</sup>			
Secondary data sources	Past rounds of joint MEB price monitoring data, VENA market analysis			
Population(s) <b>Select all that apply</b>	<input type="checkbox"/>	IDPs in camp	<input type="checkbox"/>	IDPs in informal sites
	<input type="checkbox"/>	IDPs in host communities	<input type="checkbox"/>	IDPs [Other, Specify]
	<input checked="" 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"/>	Market Vendors

<sup>2</sup> 18 small settlements in Adjumani district are considered as one location.

Stratification <b>Select type(s) and enter number of strata</b>	X	Geographical #:13 settlements Population size per strata is known? <input type="checkbox"/> Yes X No	<input type="checkbox"/>	Group #: Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	[Other Specify] #: __ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No
Data collection tool(s)	X	Structured (Quantitative)	<input type="checkbox"/>	Semi-structured (Qualitative)		
		<b>Sampling method</b>	<b>Data collection method</b>			
Structured data collection tool # 1 <b>Select sampling and data collection method and specify target # interviews</b>		<b>X Purposive</b> <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]	<input type="checkbox"/> Key informant interview (Target #):_____ <input type="checkbox"/> Group discussion (Target #):_____ <input type="checkbox"/> Household interview (Target #):_____ <b>X Individual interview (Target #):</b> at least 3 observations per item per settlement location. <sup>3</sup> <input type="checkbox"/> Direct observations (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____ 			
Target level of precision if probability sampling	N/A					
Data management platform(s)	<input type="checkbox"/>	IMPACT	X	WFP server (as WFP will collect all primary data)		
	<input type="checkbox"/>	[Other, Specify]				
Expected output type(s) <sup>4</sup>	<input type="checkbox"/>	Situation overview #:	<input type="checkbox"/>	Report #:	<input type="checkbox"/>	Profile #: __
	<input type="checkbox"/>	Presentation (Preliminary findings) #: __	<input type="checkbox"/>	Presentation (Final) #: __	<input type="checkbox"/>	Factsheet #: __
	X	Interactive dashboard #: 1	<input type="checkbox"/>	Webmap #: __	<input type="checkbox"/>	Map #: __
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 <b>Specify which logos should be on outputs</b>	<b>REACH<sup>5</sup></b> <b>Donor: DFID</b> <b>Coordination Framework: CWG</b> <b>Partners: WFP, UNHCR, ECHO cash consortium, CashCap, and other CWG members</b>					

## 2. Rationale

### 2.1. Rationale

<sup>3</sup> The exact target number of interviews will be dependent on the number of items each trader sells. For example, if a trader selling only a few items is interviewed, a larger total number of surveys will be required to meet the need for 3 observations per item per settlement locations.

<sup>4</sup> Other outputs to be determined with the Assessment Technical Working Group

<sup>5</sup> REACH will provide this support through the DFID-funded ULEARN consortium. Products will be branded as the Uganda CWG, and potentially with reference to ULEARN and REACH. To be determined.

Uganda is one of the top refugee-hosting countries in the world, with a protracted refugee situation and ongoing influxes of refugees from neighboring countries who currently stand at 1,411,098 as of 29 Feb, 2020<sup>6</sup>. In an effort to provide more effective and efficient humanitarian assistance and give agency to beneficiaries, there has been an increase in cash assistance provided to refugees, primarily through the WFP's general food assistance program, and also through unconditional multi-purpose cash grants and other forms of sector-specific assistance. While allowing beneficiaries to buy items according to their preferences, cash-based assistance is thought to have multiplier effects on food security, social cohesion, reduction of aid dependency, and productive engagement of the youth, among others<sup>7</sup>. As of December 2019, 67% of refugee households were receiving any form of cash assistance (the majority being cash for food assistance provided by WFP), with around 18% of households receiving multipurpose cash grants.<sup>8</sup>

Markets provide refugee populations with the goods needed to ensure survival and protect livelihoods in the immediate aftermath of a disaster and in the longer term. Market analysis is an integral part of the process of determining the method and mode of response during a humanitarian intervention. It is particularly important in ensuring “do no harm” interventions (Pelly et al., 2015). A lack of understanding of local markets may compromise the effectiveness of a programme and risk harming the local economy. There is a crucial need to acquire a more holistic analysis of markets operating in and around refugee settlements in Uganda, where refugees access their necessary basic needs/items, in order to improve the assistance delivered in a way that benefits both refugees and the local markets.

The COVID-19 virus, which originated in Wuhan, China in December 2019, was declared a pandemic by the World Health Organisation (WHO) on 11 March 2020. Since 18 March, 2020, the government of Uganda has taken several measures to curb the spread of the virus, such as enforcing social distancing policies, closing borders, imposing a nationwide shut-down of non-essential services and non-food shops, as well as restriction of movements.

WFP, UNHCR, and the ECHO cash consortium lead a joint MEB price monitoring system, by conducting monthly and quarterly price monitoring of MEB items in refugee settlements. Due to the rapidly changing COVID-19 situation, there is a risk that markets could be significantly affected and beneficiaries receiving cash assistance may not be able to access critical goods (food, core non-food items, etc.). There is a need to support the expansion of the existing price monitoring tool to gather information on market functionality and volatility, and publish frequent information for actors to inform decision making. This market monitoring assessment, conducted by the newly established Market Analysis Task Force, with specific support from REACH, WFP, and the ECHO cash consortium aims to adapt the existing MEB price monitoring system in order to collect frequent data on prices and market functionality, that may be impacted as a result of the outbreak of COVID-19. The data collected will provide actors currently implemented cash-based programming, and those that may be interested in shifting their programming to cash-based interventions, critical information to make timely decisions on the design, implementation, and adaptation of their projects during the COVID-19 outbreak.

### 3. Methodology

#### 3.1. Methodology overview

Across all 13 refugee settlement locations (see table 2 in the primary data collection section for a list of all refugee settlement locations), a minimum of 3 observations per item per location will be collected. The total target numbers of surveys per location will be dependent on the number of items each trader sells. Data will be collected by WFP from around 15 April through 30 June 2020, and REACH will support through input to the research design in order to expand the scope of the existing monitoring (particularly with regard to market functionality and the impact of COVID-19 on specific food and hygiene items), provide rapid analysis support, and develop products on a bi-weekly basis.

<sup>6</sup> <https://data2.unhcr.org/en/country/uga>

<sup>7</sup> <https://data2.unhcr.org/en/documents/download/75062>

<sup>8</sup> <https://data2.unhcr.org/en/documents/download/75062>

The COVID-19 Market Monitoring will collect primary data through a quantitative tool. The quantitative tool will be used to survey traders in markets located within refugee settlements. Data from previous rounds of the joint MEB price monitoring system may be incorporated into the product (interactive dashboard) to visualize trends over time and changes related to COVID-19.

The quantitative tool will assess commodities included in MEB items on a weekly, monthly, or quarterly basis (as determined by the Market Analysis Task Force). The following indicators, among others including prices, will be analyzed and included in the biweekly outputs:

- Price variations (weekly, monthly to quarterly change) and distribution of all collected prices for each monitored commodity.
- Market Functionality (weekly change).
- Percentage change in the number of vendors operating in the market since the crisis (weekly change).
- Percentage change in the number of customers accessing the market since the crisis (weekly change).
- Demand, supply and restocking challenges for vendors (weekly change).
- Restrictions on cross border and transport routes for vendors during the COVID-19 crisis (monthly and weekly change).

### **3.2 Population of interest**

Primary data will be collected from traders in relevant markets in refugee settlement locations.

### **3.3 Secondary data review**

Past rounds of joint MEB price monitoring data, as well as the VENA market analysis will be used as secondary data.

### **3.4 Primary Data Collection**

#### ***Method***

REACH will support the existing MEB price monitoring system led by WFP, UNHCR, and the ECHO-led Uganda Cash Consortium in three specific areas: input to the research design in order to expand the scope of the existing monitoring (particularly with regard to market functionality and the impact of COVID-19 on specific food and hygiene items), provide rapid analysis support, and develop products on a bi-weekly cycle. Throughout, the Market Analysis Task Force of the Cash Working Group will be consulted on the research design, analysis, and dissemination of products. WFP, which leads the data collection for the existing MEB price monitoring system, will conduct remote quantitative data collection through their mobile Vulnerability Analysis and Mapping (mVAM) unit. While this data has previously been collected in person, WFP made the decision to shift to a remote methodology due to COVID-19 movement restrictions and health risks.

WFP staff from each area office will contact market focal points in refugee settlement locations (established during the VENA) to ask for market trader contacts. A snowballing method will be applied in order to develop a market trader contact database to be used for the phone surveys. Once a contact database has been developed, WFP staff will conduct phone surveys with market traders, and will share resources on data cleaning processes to ensure IMPACT's Data Cleaning Minimum Standards Checklist is applied. While conducting the phone interview, the staff member will input the data into Kobo using a tablet or phone. Data will be uploaded daily to a Kobo server to enable remote monitoring of data quality by the WFP team.

#### ***Sampling***

WFP will use market trader contacts, gathered through previous assessments and through an initial snowballing exercise to develop a larger contact database, to conduct surveys through a purposive sample. In case there are not enough trader contacts per location to gather enough observations per item, the snowballing method will be applied, which entails asking

the respondent to share contact information for other relevant traders to be interviewed. The main markets within and around the refugee settlements, where refugees primarily shop for basic goods, will be assessed and data will be aggregated at the settlement level. For ordinal or categorical questions, aggregated KI analysis will report the most prevalent response provided by KIs in a given refugee settlement location.

In terms of the sample size, 3 observations per item per refugee settlement location will be collected to ensure an accurate median price can be calculated. The exact target number of interviews will be dependent on the number of items each trader sells. For example, if a trader selling only a few items is interviewed, a larger total number of surveys will be required to meet the need for 3 observations per item per settlement locations.

**Table 1: List of items to be monitored**

Item	Item name	Specification	Unit	Monitoring frequency
1	Maize Grain		Kilogram (Kg)	Weekly
2	Maize Flour	Sold loose– One Kilogram – Domestic – quality-milled-Quality Grade 1.	Kilogram (Kg)	Weekly
3	Millet Flour		Kilogram (Kg)	Weekly
4	Beans (Mixed)	Sold loose – Domestic – short	Kilogram (Kg)	Weekly
5	Sorghum grain	Sold loose – Domestic	Kilogram (Kg)	Weekly
6	Cooking Oil	Sold loose- Vegetable oil – Domestic – sold in bottles of different quantities	Litre; 500 ml bottles x 2 = 1 litre	Weekly
7	Smallest bundle of cassava-fresh	Good Quality; Domestic-Intact (Unbroken) skin	Bundle	Weekly
8	Cooking salt	Pre-Packed in a polythene bag –500 Grammes - white colour -Fine crystals – Bahari/Habari	Grammes; Two 500 g packets = 1 kg	Weekly
9	Smallest bundle of leafy vegetable		Bundle; (400 -700) Grammes – Domestic	Weekly
10	Milk		Litre (2 cups)	Weekly
11	Laundry soap		Kilogram; check package for amount	Weekly
12	Regular sanitary pads	Polythene pack-7 pieces- with wings- Maxi blue- Always	Pack	Weekly
13	Smallest bundle of firewood		Bundle	Weekly
14	Charcoal		Basin	Weekly
15	Smoked Fish		Bundle	Monthly
16	Adult woman underwear		Piece	Monthly
17	Sanitary Pads		1 Packet	Monthly
18	Disposable Torch		Packet	Monthly
19	20 liters jerrycan	Plastic, clean	Litre	Monthly
20	5 liters jerrycan		Litre	Monthly
21	Plastic basin		Piece	Monthly
22	Panga		Piece	Monthly

23	Hoe		Piece	Monthly
24	10kg bag of NPK-17 fertilizer		Kilogram (Kg)	Monthly
25	10kg bag of DAP fertilizer		Kilogram (Kg)	Monthly
26	DUDU acelemectin fertilizer		Litre	Monthly
27	Bic pen		Piece	Quarterly
28	Pencil		Piece	Quarterly
29	Exercise book	Sold loose- wooden-made locally	Piece	Quarterly
30	Dry cells		Packet	Quarterly
31	Plastic plate		Piece	Quarterly
32	Serving spoon		Piece	Quarterly
33	Plastic mug		Piece	Quarterly
34	Wooden mangle		Piece	Quarterly
35	Roofing nails		Kilogram (Kg)	Quarterly
36	Nylon rope		Meter	Quarterly
37	Eucalyptus pole		Piece	Quarterly
38	Mud brick		Piece	Quarterly
39	Burnt brick		Piece	Quarterly
40	Grass thatch		Bundle	Quarterly

Table 2: List of main markets to be potentially assessed<sup>9</sup>

Market	Settlement
Ayilo 1 Market	Adjumani
Awindiri	Adjumani
Adjuman Main Market	Adjumani
Maaji 2 Market	Adjumani
Okpotani Market	Imvepi
Point J Market	Imvepi
Arua main market	Rhino
Kubala Market	Rhino
Ocea Market	Rhino
Ofua 3 Market	Rhino
Lodonga Market	Lobule
Keri Market	Lobule
Koboko Main Market	Lobule
Lodenga Market	Bidibidi
Koro Market	Bidibidi
Bidibidi Reception Market	Bidibidi
Yumbe Main Market	Bidibidi
Konyokonyo Market	Palorinya
Lefori Market	Palorinya
Kitgum main market	Palabek
Palabek Reception Market	Palabek
Palabek Ogili Market	Palabek

<sup>9</sup> Note that the list of main markets can be used as a guide and starting point. The list is not exhaustive, as contacts from other markets may be identified, nor will all markets on the list be assessed as only 3 observations per item per settlement location will be the target number of surveys.



Palabek Karl Market	Palabek
Bweyale Main Market	Kiryandongo
Kasonga Market	Kyangwali
Maratatu Market	Kyangwali
Kagoma Market	Kyangwali
Sweswe Market	Kyaka
Byabakora Market	Kyaka
Bukere Market	Kyaka
Bisozi Market	Rwamwanja
Katalyeba Market	Rwamwanja
Kajaho Market	Oruchinga
Kityaza	Nakivale
New Congo	Nakivale
Rubondo	Nakivale

### 3.5. Data Processing & Analysis

As mentioned above, WFP will conduct and monitor data collection progress, and clean the data before sharing with REACH for the analysis. As an extra data quality assurance measure, REACH will apply the IMPACT Data Cleaning Minimum Standards Checklist to ensure high quality data. REACH will analyse the data in R. Preliminary analysis, including raw outputs from the R analysis scripts, will be shared with the Market Analysis Task Force on a bi-weekly basis to discuss the key findings. Following the internal review by the Market Analysis Task Force, the output will be published on a Tableau dashboard on a bi-weekly basis. The Tableau dashboard will be design based on existing JMMI examples (from Libya, Syria, etc.) and include indicators relating to price and market functionality, presenting the data at the settlement and national level.

## 4. Roles and responsibilities

Table 3: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
<b>Research design</b>	Assessment Officer	Country Coordinator	IMPACT Research Design Unit, Global Cash and Markets Assessment Specialist, CWG Market Analysis Task Force actors	
<b>Supervising data collection</b>	WFP	WFP	CWG Market Analysis Task Force actors	Database Officer/Research Manager for GIS/Database
<b>Data processing (checking, cleaning)</b>	WFP	WFP	CWG Market Analysis Task Force actors	
<b>Data analysis</b>	Database Officer	Research Manager for GIS/Database	IMPACT Data Unit, Global Cash and Markets Assessment	Country Coordinator, CWG



			Specialist, CWG Market Analysis Task Force actors
Output production	Database Officer	Research Manager for GIS/Database	IMPACT Reporting Unit, Global Cash and Markets Assessment Specialist, CWG Market Analysis Task Force actors Country Coordinator, CWG
Dissemination	CWG Market Analysis Task Force		IMPACT Communications Unit CWG
Monitoring & Evaluation	Assessment Officer	Country Coordinator	HQ Research Design Unit
Lessons learned	Assessment Officer	Country Coordinator	HQ Research Design Unit

**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

**NB:** Only one person can be Accountable; the only scenario when the same person is listed twice for a task is when the same person is both Responsible and Accountable.

## 5. Data Analysis Plan

Research questions	IN #	Data collection method	Frequency	Indicator group sector	Indicator Variable	Questionnaire Question	Questionnaire Responses	Data collection level	Visualisation (draft)
	1.0	Trader questionnaire	Weekly	Key Characteristics	Key Characteristics	Date of data collection	Enter text	Individual	Weekly data collection timeline (dashboard
	1.0	Trader questionnaire	Weekly	Key Characteristics	Key Characteristics	Settlement name	Enter text	Individual	settlement location map
	1.0	Trader questionnaire	Weekly	Key Characteristics	Key Characteristics	Select the market where data is being collected	Enter text	Individual	
	1.0	Trader questionnaire	Weekly	Key Characteristics	Key Characteristics	Name of enumerator	Enter text	Individual	
	1.0	Trader questionnaire	Weekly	Key Characteristics	Key Characteristics	Contact of enumerator	Enter text	Individual	

*Uganda COVID-19 Market Monitoring April 2020*

	1.0	Trader questionnaire	Weekly	Key Characteristics	Key Characteristics	Settlement name	select_one settlement	Individual	
	1.0	Trader questionnaire	Weekly	Key Characteristics	Key Characteristics	Select the market where data is being collected	select_one market	Individual	
	1.0	Trader questionnaire	Weekly	Key Characteristics	Key Characteristics	Name of trader	Enter text	Individual	
	1.0	Trader questionnaire	Weekly	Key Characteristics	Key Characteristics	Contact of trader	Enter integer	Individual	
	1.0	Trader questionnaire	Weekly	Key Characteristics	Key Characteristics	Which items do you sell?	select_multiple	Individual	Core items availability list, at settlement level. (dashboard map, Table)
	1.0	Trader questionnaire	Weekly	Key Characteristics	Key Characteristics	Day	Enter text	Individual	
	1.0	Trader questionnaire	Weekly	Key Characteristics	Key Characteristics	Month	Enter text	Individual	

What are the prices of key commodities in assessed markets in Uganda, and has there been a change during the COVID-19 crisis?	2. 0	Trader questionnaire	Weekly	Price	Change in price per 1Kg of maize grain during past one week	What is the price per 1 Kg of Maize Grain?	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly price change graph
	2. 1	Trader questionnaire	Weekly	Price	Change in price per 1Kg of maize flour during past one week	What is the price per 1 kg of Maize Flour?	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly price change graph
	2. 2	Trader questionnaire	Weekly	Price	Change in price per 1Kg of millet flour during past one week	What is the price per 1 Kg of Millet Flour?	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly price change graph
	2. 3	Trader questionnaire	Weekly	Price	Change in price per 1Kg of beans during past one week	What is the price per 1 Kg of Beans (mixed beans)?	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly price change graph
	2. 4	Trader questionnaire	Weekly	Price	Change in price per 1Kg of sorghum	What is the price per 1 Kg of sorghum grain?	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly

					grain during past one week				price change graph
	2. 5	Trader questionnaire	Weekly	Price	Change in price per 1 litre of cooking oil during past one week	What is the price per 1 litre of cooking oil?	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly price change graph
	2. 6	Trader questionnaire	Weekly	Price	Change in price per bundle of cassava fresh during past one week	What is the price of the smallest bundle of cassava fresh?	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly price change graph
	2. 7	Trader questionnaire	Weekly	Price	Change in price per packet of 500 GRAMMES of cooking salt during past one week	What is the price per packet of 500 GRAMMES of cooking salt?	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly price change graph
	2. 8	Trader questionnaire	Weekly	Price	Change in price of the smallest bundle of leafy vegetables such as Amaranth	What is the price of the smallest bundle of leafy vegetables such as Amaranth	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly price change graph

					(Dodo); buga etc. in the past week?	(Dodo); buga etc.?			
What are the prices of key commodities in assessed markets in Uganda, and has there been a change during the COVID-19 crisis?	2. 9	Trader questionnaire	Weekly	Price	Change in price per LITRE (2 cups) of milk in the past week	What is the price per LITRE (2 cups) of milk?	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly price change graph
	2. 10	Trader questionnaire	Weekly	Price	Change in price per a 1 Kg bar of cheapest laundry soap in the past week	What is the price per a 1 Kg bar of cheapest laundry soap?	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly price change graph
	2. 11	Trader questionnaire	Weekly	Price	Change in price per smallest bundle of firewood in the past week	What is the price per smallest bundle of firewood?	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly price change graph
	2. 12	Trader questionnaire	Weekly	Price	Change in price per basin of charcoal in the past week	What is the price per basin of charcoal?	Enter integer	Individual	Table/dashboard Median price at settlement level, weekly price change graph

*Uganda COVID-19 Market Monitoring April 2020*

	2.13	Trader questionnaire	Monthly	Price	Change in price of the medium piece of smoked fish in past month	What is the price of the medium piece of smoked fish (or per medium bundle of fish for the markets where fish is sold in bundles)?	Enter integer	Individual	We will be using the weekly collected data to update our dashboard.
	2.14	Trader questionnaire	Monthly	Price	Change in price per piece of an adult woman underwear in past month	What is the price per piece of an adult woman underwear (consider the cheapest brand available)?	Enter integer	Individual	
	2.15	Trader questionnaire	Monthly	Price	Change in price per 1 packet of sanitary pads in past month	What is the price per 1 packet of sanitary pads (cheapest brand available in the market)?	Enter integer	Individual	
	2.16	Trader questionnaire	Monthly	Price	Change in price per packet of	What is the price per packet	Enter integer	Individual	



					disposable torch in the past month	of disposable torch?			
	2.17	Trader questionnaire	Monthly	Price	Change in price per piece of 20 liters jerrycan in the past month	What is the price per piece of 20 liters jerrycan (plastic? clean)	Enter integer	Individual	
	2.18	Trader questionnaire	Monthly	Price	Change in price per piece of 5 liters jerrycan in past month	What is the price per piece of 5 liters jerrycan?	Enter integer	Individual	
What are the prices of key commodities in assessed markets in Uganda, and has there been a change during the COVID-19 crisis?	2.19	Trader questionnaire	Monthly	Price	Change in price per piece of plastic basin in the past month	What is the price per piece of plastic basin?	Enter integer	Individual	
	2.20	Trader questionnaire	Monthly	Price	Change in price per piece of panga in past month	What is the price per piece of panga?	Enter integer	Individual	
	2.21	Trader questionnaire	Monthly	Price	Change in price per piece of hoe in past month	What is the price per piece of hoe?	Enter integer	Individual	

	2.22	Trader questionnaire	Monthly	Price	Change in price per 10kg bag of NPK-15 in the past month	What is the price per 10kg bag of NPK-15?	Enter integer	Individual	
	2.23	Trader questionnaire	Monthly	Price	Change in price per 10kg bag of DAP in the past month	What is the price per 10kg bag of DAP?	Enter integer	Individual	
	2.24	Trader questionnaire	Monthly	Price	Change in price per 1 litre bottle of Malathion in the past month	What is the price per 1 litre bottle of Malathion?	Enter integer	Individual	
	2.25	Trader questionnaire	Quarterly	Price	Change in the price per piece of Bic pen in the last 3 months	What is the price per piece of Bic pen?	Enter integer	Individual	
	2.26	Trader questionnaire	Quarterly	Price	Change in the price per piece of pencil in the last 3 months	What is the price per piece of pencil?	Enter integer	Individual	
	2.27	Trader questionnaire	Quarterly	Price	Change in the price per piece of exercise	What is the price per piece of exercise	Enter integer	Individual	

					book in the last 3 months	book? (48 pages)			
	2. 28	Trader questionnaire	Quarterly	Price	Change in the price per packet of dry cells in the last 3 months	What is the price per packet of dry cells?	Enter integer	Individual	
What are the prices of key commodities in assessed markets in Uganda, and has there been a change during the COVID-19 crisis?	2. 29	Trader questionnaire	Quarterly	Price	Change in price per piece of plastic plate in the last 3 months	What is the price per piece of plastic plate?	Enter integer	Individual	
	2. 30	Trader questionnaire	Quarterly	Price	Change in price per piece of serving spoon in the last 3 months	What is the price per piece of serving spoon?	Enter integer	Individual	
	2. 31	Trader questionnaire	Quarterly	Price	Change in the price per piece of plastic mug in the last 3 months?	What is the price per piece of plastic mug?	Enter integer	Individual	
	2. 32	Trader questionnaire	Quarterly	Price	Change in the price per piece of wooden	What is the price per piece of wooden mangle?	Enter integer	Individual	

					mingle in the last 3 months				
	2.33	Trader questionnaire	Quarterly	Price	Change in the price per Kilogram of roofing nails in the last 3 months	What is the price per Kilogram of roofing nails?	Enter integer	Individual	
	2.34	Trader questionnaire	Quarterly	Price	Change in the price per meter of nylon rope in the last 3 months	What is the price per meter of nylon rope?	Enter integer	Individual	
	2.35	Trader questionnaire	Quarterly	Price	Change in price per piece of Eucalyptus pole in the past 3 months	What is the price per piece of Eucalyptus pole?	Enter integer	Individual	
	2.36	Trader questionnaire	Quarterly	Price	Change in price per piece of mud brick in the past 3 months	What is the price per piece of mud brick?	Enter integer	Individual	
	2.37	Trader questionnaire	Quarterly	Price	Change in price per piece of burnt brick in	What is the price per piece of burnt brick?	Enter integer	Individual	

					the past 3 months				
	2.38	Trader questionnaire	Quarterly	Price	Change in the price per bundle of grass thatch in the past 3 months	What is the price per bundle of grass thatch?	Enter integer	Individual	
Have there been any changes in trader behavior related to COVID-19?	3.0	Trader questionnaire	Weekly	Trader behavior	% of traders reporting change in accepted payment methods during past one week	What types of payment methods do you accept from your customers?	select_multiple payment	Individual	Top 3 most common accepted payment method graph.
	3.1	Trader questionnaire	Weekly	Trader behavior	% of traders reporting change in number of vendors operating during past one week	Compared to one week ago, how has the number of vendors operating in this marketplace changed?	select_one vendor	Individual	Settlement level quantitative map showing change in traders

	3.2	Trader questionnaire	Weekly	Trader behavior	Estimated % change in the number of traders operating in the market in the past week	Can you estimate the percentage change in number of vendors?	Enter integer	Individual	Settlement level quantitative map showing change in traders
Have there been any changes in consumer behavior related to COVID-19?	4.1	Trader questionnaire	Weekly	Customer behavior	% of traders reporting change in number of customers accessing the market during past one week	Compared to one week ago, how has the number of customers you serve changed, on average?	select_one customer	Individual	Settlement level quantitative map showing change in traders
	4.2	Trader questionnaire	Weekly	Customer behavior	Estimated % change in the number of consumers accessing the market in the past week	Can you estimate the percentage of this increase or decrease?	Enter integer	Individual	Settlement level quantitative map showing change in traders
What are the impacts of COVID-19 on market	5	Trader questionnaire	Weekly	Market functionality	% of traders reporting change in sense of security/safety	Compared to one week ago, how do you feel about your security	select_one safety	Individual	

functionality ?					during past one week	operating in this marketplace?			
	5.1	Trader questionnaire	Weekly	Market functionality	Reasons for change in traders' sense of security/safety in the past week	Why do you feel more or less safe?	Enter text	Individual	Chart top listed reasons (ranked to 5?) / Dashboard
	5.2	Trader questionnaire	Weekly	Market functionality	% of traders reporting difficulty maintaining supply to meet demand during past one week	Over the past week, have there been any commodities for which you had difficulty obtaining a large enough supply to meet your customers' demand?	select_one yes_no	Individual	chart plus change over time line graph, settlement level
	5.3	Trader questionnaire	Weekly	Market functionality	Commodities with reported supply issues in the past week	Which commodities did you have trouble obtaining?	select_multiple item	Individual	list of top 10 commodities with supply issues. Settlement/level, region level, country level...



									(All the settlement level listed visuals can be done in the before listed levels)
	5.4	Trader questionnaire	Weekly	Market functionality	Reasons why traders experiencing supply issues in the past week	Why did you have difficulty obtaining enough of these items to meet demand?	select_multiple_reason	Individual	chart ranked at 5
What are the impacts of COVID-19 on market functionality?	5.4	Trader questionnaire	Weekly	Market functionality	Reasons why traders experiencing supply issues in the past week	Specify other reason	Enter text	Individual	
	5.5	Trader questionnaire	Weekly	Market functionality	% of traders reporting concern about meeting supply in the past week	Are you afraid of running out of stocks for certain items within one week from now?	select_one_yes_no	Individual	line graph over time (weekly change), pie chart those reporting concerns at meeting supply.

	5.6	Trader questionnaire	Weekly	Market functionality	Commodities that will run out of stock a week from now	Which items will run out a week from now?	select_multiple item	Individual	list of top 10 commodities will run out of stock. Settlement/level, region level, country level... (All the settlement level listed visuals can be done in the before listed levels)
	5.7	Trader questionnaire	Weekly	Market functionality	% of traders that expect to receive orders within a week	If you place an order today, do you expect to receive your products within a week?	select_one yes_no	Individual	
	5.8	Trader questionnaire	Weekly	Market functionality	Commodities that will not be received within one week of order	Which items don't you expect to receive within one week?	select_multiple item	Individual	list of top 10 commodities that will not be received within a week of order. Settlement/level, region level, country level... (All the

									settlement level listed visuals can be done in the before listed levels)
	5.90	Trader questionnaire	Weekly	Market functionality	% of traders reporting closure of the marketplaces or vendors within the past week	Within the last week, have you received any reports of other marketplaces in your area closing down or large-scale closures of market vendors?	select_one yes_no	Individual	pie chart
	5.1	Trader questionnaire	Weekly	Market functionality	% of traders reporting a change in cross-border trade	Within the last month, has there been a change in volumes of cross-border trade?	select_one border trade	Individual	pie chart
	5.11	Trader questionnaire	Weekly	Market functionality	Commodities with reported increase or decrease in	If increased or decreased, for which items?	select_multiple item	Individual	pie chart

					cross-border trade.				
What are the impacts of COVID-19 on market functionality?	5.1 2	Trader questionnaire	Weekly	Market functionality	% of traders reporting new rules/regulations established within the past week	In the past one week, have there been new rules/regulations established by market authorities to guide market operations?	select_one yes_no	Individual	pie chart
	5.1 3	Trader questionnaire	Weekly	Market functionality	New rules/regulations established by market authorities to guide market operations within the past week	What are the new rules/regulations?	Enter text	Individual	list of reported rules... New rules to be highlighted as we proceed with long-term weekly data
	5.1 4	Trader questionnaire	Weekly	Market functionality	% of traders facing transport restrictions to the market within past week	In the past one week, have you or any other trader been restricted to transport some goods to the market?	select_one yes_no	Individual	pie chart (All pie charts can be flicked on the map)

	5.1 5	Trader questionnaire	Weekly	Market functionality	Commodities affected by transport restrictions within past week	Which goods where you restricted to transport?	select_multipl e item	Individual	pie chart
	5.1 6	Trader questionnaire	Weekly	Market functionality	Reasons why commodities were restricted from being transported within past week	Why were you restricted from transporting those goods?	Enter text	Individual	List
	5.1 7	Trader questionnaire	Weekly	Market functionality	Most common challenges reported by traders in past one week	What is the number one challenge that traders in this market have faced in the past one week?	Enter text	Individual	pie chart

## 6. Monitoring & Evaluation Plan

IMPACT Objective	External M&E Indicator	Internal M&E Indicator	Focal point	Tool	Will indicator be tracked?
<b>Humanitarian stakeholders are accessing IMPACT products</b>	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		No
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly	Country team		No
		# of visits to x webmap/x dashboard	Country request to HQ		X Yes
<b>IMPACT activities contribute to better program implementation and coordination of the humanitarian response</b>	Number of humanitarian organisations utilizing IMPACT services/products	# references in HPC documents (HNO, SRP, Flash appeals, Cluster/sector strategies)	Country team	Reference_log	X Yes
		# references in single agency documents			X Yes
<b>Humanitarian stakeholders are using IMPACT products</b>	Humanitarian actors use IMPACT evidence/products as a basis for decision making, aid planning and delivery	Perceived relevance of IMPACT country-programs	Country team	Usage_Feed back and Usage_Survey template	X Yes
		Perceived usefulness and influence of IMPACT outputs			X Yes
		Recommendations to strengthen IMPACT programs			X Yes
	Number of humanitarian	Perceived capacity of IMPACT staff			X Yes
		Perceived quality of outputs/programs			X Yes
					X Yes

*Uganda COVID-19 Market Monitoring April 2020*

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



## Annex X: Dissemination plan

**A. Key events and planning dates** of the broader humanitarian community, which should be taken into consideration when developing the dissemination plan:

	Internal Planning dates	External Milestones
January		
February		
March		
April	WFP starts data collection 13/4/2020	Publication of outputs to start by 17/4/2020- bi-weekly
May		
June		
July		
August		
September		
October		
November		
December		

### B. Dissemination plan:

#	Products	Message	Stakeholders	Means of dissemination	Purpose	Responsible	Timeframe
Uganda COVID-19 Market Monitoring							
Program goal: to understand the impact of COVID-19 on commodity prices and functionality of markets in refugee communities across Uganda and provide timely information to actors on a regular basis							
1	COVID-19 Market Monitoring Dashboard	To monitor consumer prices of key commodities (from the existing MEB) in assessed markets and identify any changes due to COVID-19	WFP	General Product Mailing (NGO consortium and CWG participants)	Inform WFP & humanitarian community in Uganda to influence the response during COVID-19	Database Officer	Bi-weekly
			CWG	Cluster Mailing to CWG participants	Inform CWG members in Uganda to influence the response during COVID-19	Database Officer	Bi-weekly
		Overall market functionality in Uganda since COVID-19 pandemic have deteriorated	Humanitarian community at large	Website Dissemination (Relief Web & REACH Resource Centre)	<b>Raise Awareness during COVID-19 pandemic in Uganda</b>	IMPACT HQ	Bi-weekly

