Research Terms of Reference

Area based assessment: urban centres retaken by the Government of Ukraine

UKR2319

Ukraine

November 2023
V1

REACH Informing more effective humanitarian action

1. Executive Summary

Country of intervention	Ukraine					
Type of Emergency	□	Natural disaster	X	Conflict	□	Other *(specify)*
Type of Crisis	X	Sudden onset	□	Slow onset	X	Protracted
Mandating Body/ Agency	BHA					
IMPACT Project Code	64BAO					
Overall Research Timeframe *(from research design to final outputs / M&E)*	25/10/2023 to 15/03/2024					
Research Timeframe *Add planned deadlines (for first cycle if more than 1)*	1. Pilot/ training: 20/11/2023			6. Preliminary presentation: N/A		
	2. Start collecting data: 01/12/2023			7. Outputs sent for validation: 19/02/2024		
	3. Data collected: 19/01/2024			8. Outputs published: 26/02/2024		
	4. Data analysed: 05/02/2024			9. Final presentation: 01/03/2024		
	5. Data sent for validation: 05/02/2024					
Number of assessments	X	Single assessment (one cycle)				
	□	Multi assessment (more than one cycle)				
Humanitarian milestones *Specify **what** will the assessment inform and **when** e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;*	**Milestone**			**Deadline (can be tentative)**		
	X	Donor plan/strategy		ABA will be shared with donors, intercluster coordination groups and relevant individual clusters (education, WASH, shelter) to inform evidence-based advocacy on which critical services to restore first in the event of Ukraine regaining control over more territories, and which services still need restoration in the three assessed urban centres.		
	X	Inter-cluster plan/strategy				
	X	Cluster plan/strategy				
	X	NGO platform plan/strategy		Through regional NGO coordination platforms in Kharkivska, Khersonska and Sumska, ABA will be shared with INGO and local NGO to support restoration of services in the three targeted urban centres, disseminate lessons learned (especially regarding accountability to affected population), inform social relations dynamics		

			and how the civil society can support local communities.
	□	Other (Specify):	_ _/_ _/_ _ _ _
Audience Type & Dissemination *Specify **who** will the assessment inform and **how** you will disseminate to inform the audience*	**Audience type**		**Dissemination**
	X Strategic X Programmatic X Operational □ [Other, Specify]		X General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors) X Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting X Presentation of findings (e.g. at HCT meeting; Cluster meeting) X Website Dissemination (Relief Web & REACH Resource Centre) □ [Other, Specify]
Stakeholder mapping *Has a detailed stakeholder mapping been conducted during research design to identify all actors that could **contribute** to and/or **benefit from** the research?*	□	Yes	X No
General Objective	REACH will inform area-based responses by humanitarian actors by gathering lessons learned and actionable information on the functionality and the extent of damages to utilities and services[1] in urban centres retaken by Ukraine in order to better understand how they impact displacement and return dynamics, and to inform future planning in the event of Ukraine regaining control over more areas.		
Specific Objective(s)	This area-based assessment seeks to understand the process of restoring utilities and services one year after Ukraine regained control of these urban centres, including challenges, milestones and prioritization, and how it influences people's decisions on movement and challenges to access utilities and services. It will notably compare how the restoration process differed between the three urban centres, depending on their population size and geography. REACH will also seek to inform the current humanitarian response in the three assessed urban centres by assessing self-reported needs of population and social relations dynamics, with a focus on the different experiences of returnees and non-displaced persons and the main challenges they faced at the time Ukraine regained control or upon arriving in the assessed urban centre.		

[1] See **Annex 2: Terminology** for definitions of key concepts.

Research Questions	• What are the demographics of the assessed urban centre, including vulnerable groups, internally displaced persons (IDP), returnees and non-displaced persons? • What was the extent of utility and social services functionality at the time when Ukraine regained control of the assessed urban centre? • What was the process of restoring utilities and services (including milestones, prioritization, actors involved and funding), and what are the current remaining gaps in services and utilities functionality in the assessed urban centres? • What influenced the movements of returnees, IDP and non-displaced persons, including push and pull factors related to access to utilities and services? • What challenges related to basic needs did returnees, IDP and non-displaced persons face at different intervals (at the time Ukraine regained control, upon returning, and now)? • What are the self-reported unmet needs of people in the assessed urban centres, assistance received and satisfaction with it? • What are social relations like between returnee, IDP and non-displaced people in the assessed urban areas? For the purpose of this assessment, REACH understands social relations as horizontal (citizen-citizen) interactions between households amongst a defined geographic area. • What are the perceptions amongst local authorities and communities on the transition from humanitarian programming to early recovery, including in terms of involvement and satisfaction with coordination mechanisms? • To what extent have the different geographic locations and population sizes of the three assessed urban centres impacted the prioritization of restoration activities and the experience of local communities?
Geographic Coverage	REACH will assess the following three urban centres, within their administrative boundaries: Kherson (Khersonska oblast), Izium (Kharkivska oblast), and Trostianets (Sumska oblast). These urban centres have been selected according to the following criteria: • Formerly under the control of Russian forces and retaken by the Government of Ukraine • Experienced large-scale destruction • Population size • Accessible for in-person data collection • Geographic diversity, to allow comparison
Secondary data sources	IOM DTM reports (general population surveys, condition of returns, flash updates), REACH reports (HSM factsheets, MSNA, calibration assessments, Hazardous Events Monitoring Initiative reports)

Population(s) *Select all that apply*				
	□	IDPs in camp	□	IDPs in informal sites
	X	IDPs in host communities	□	IDPs [Other, Specify]
	□	Refugees in camp	□	Refugees in informal sites
	□	Refugees in host communities	□	Refugees [Other, Specify]

	X	Host communities			X	Returnees and non-displaced persons
Stratification *Select type(s) and enter number of strata*	X	Geographical #: 3 Population size per strata is known? X Yes □ No Approximate figures for all three assessed urban centres are available	□	Group #: _ _ _ Population size per strata is known? □ Yes □ No	□	*[Other Specify]* #: _ _ Population size per strata is known? □ Yes □ No
Data collection tool(s)	X	Structured (Quantitative)			**X**	Semi-structured (Qualitative)
	Sampling method				**Data collection method**	
Structured data collection tool # 1 *Select sampling and data collection method and specify target # interviews*	□ Purposive □ Probability / Simple random X Probability / Stratified simple random □ Probability / Cluster sampling □ Probability / Stratified cluster sampling □ [Other, Specify]				□ Key informant interview (Target #):_ _ _ _ _ □ Group discussion (Target #):_ _ _ _ _ X Household interview (Target #): 645 □ Individual interview (Target #):_ _ _ _ _ □ Direct observations (Target #):_ _ _ _ _ □ [Other, Specify] (Target #):_ _ _ _ _	
Semi-structured data collection tool (s) # 1 *Select sampling and data collection method and specify target # interviews*	X Purposive □ Snowballing □ [Other, Specify]				X Key informant interview (Target #): 30 □ Individual interview (Target #):_ _ _ _ _ □ Focus group discussion (Target #):_ _ _ _ _ □ [Other, Specify] (Target #):_ _ _ _ _	
Semi-structured data collection tool (s) # 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.*	X Purposive □ Snowballing □ [Other, Specify]				□ Key informant interview (Target #):_ _ _ _ _ □ Individual interview (Target #):_ _ _ _ _ X Focus group discussion (Target #): 18 □ [Other, Specify] (Target #):_ _ _ _ _	
Target level of precision if probability sampling	95% level of confidence				7 +/- % margin of error	
Disaggregation by gender and age *Are you planning to conduct sex/age disaggregated analysis?*	Gender				Age	
	X	Yes			X	Yes
	□	No			□	No
Data management platform(s)	X	IMPACT			□	UNHCR
	□	[Other, Specify]				
Expected ouput type(s)	X	Situation overview #: 3	□	Report #: _ _	□	Profile #: _ _
	□	Presentation (Preliminary findings) #: _ _	X	Presentation (Final) #: 1	□	Factsheet #: _ _
	□	Interactive dashboard #:_	□	Webmap #: _ _	□	Map #: _ _
	X	Story map #: 1				
Access	X	Public (available on REACH resource center and other humanitarian platforms)				

	□	Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)
Visibility *Specify which* ***logos*** *should be on outputs*	***REACH*** *[By default unless specified otherwise]*	
	Donor: *BHA*	
	Coordination Framework: *N/A*	
	Partners: *N/A*	

2. Rationale

*See **Annex 2: Terminology** for definitions of key concepts.*

2.1 Background

Following the invasion of Ukraine by the Russian Federation on February 24, Russia controlled up to 132 000 km² of territory internationally recognized as Ukrainian. Areas beyond the control of the government of Ukraine included large urban centres in the North, East and Southern oblasts. In the second half of 2022, Ukraine regained control over large swaths of territories formerly under the control of the Russian Federation, including large urban centres such as Kherson (Khersonska), Izium (Kharkivska) and Trostianets (Sumska). According to IOM DTM, as of June 2023 the number of returnees in Ukraine (4 757 000) was similar to the number of IDP in the country (5 088 000), with the numbers of returnees in Kharkivska, Khersonska and Sumska oblasts estimated to be 551 000, 130 000 and 66 000 respectively.

As more people return to urban centres, reliable and up-to-date data on services and utility functionality become crucial, including milestones and lessons learned on which services were restored in priority in order to inform future response if Ukraine regained control over more areas. Similarly, push and pull factors in areas that Ukraine regained control of (including how and to what extent service functionality influence large scale population movements) need to be better understood to inform the current humanitarian response and early recovery planning. Additionally, social cohesion dynamics between returnees, IDP living in large urban centres and non-displaced people need to be better understood, especially as previous assessments hint at horizontal social cohesion issues amongst those who left and those who stayed (how this research frames social cohesion is clarified in a **Research note** in **3. Methodology overview**). For example, IOM DTM general population survey (June 2023) highlighted that returnees are more likely to report tensions between groups relating to social assistance received (26%) than IDP (18%) and non-IDP (13%) and the 2023 SCORE assessment highlighted low degrees of intergroup harmony in Ukraine.

To address these information gaps, REACH will conduct area-based assessments in three urban centres formerly under the control of the Russian Federation in three different regions of Ukraine: Izium (Kharkivska), Kherson (Khersonska) and Trostianets (Sumska).

2.2 Intended impact

The main objective of this area-based assessment is to gather actionable information on the process of restoring utilities and services in urban centres that Ukraine regained control (including lessons learned on milestones and prioritization) in order to inform future planning in the event of Ukraine regaining control over more areas. REACH will specifically seek to bridge information gaps on:

1. The functionality and the extent of damages to utilities and services in previously Russian-held areas
2. The process of restoring utilities and services one year after Ukraine regained control of these areas (including milestones and prioritization)
3. How it impacted displacement and return dynamics, and challenges faced by different population groups at different points in time since Ukraine regained control.

4. Social relations between households who experienced displacement differently (IDP, returnees, non-displaced persons) in the three assessed urban centres, and identify any patterns of distrust or isolation.

REACH will also seek to inform the current humanitarian and early recovery response by assessing self-reported needs of population and social cohesion dynamics (with a focus on the different experiences of returnees and non-displaced persons in the three assessed urban centres).

3. Methodology

3.1 Methodology overview

REACH will use a mix of structured and semi-structured tools to collect data through three complementary sources:

1. Household interviews in all three urban centres, to assess access to services, self-reported needs, factors influencing movement decisions and social cohesion dynamics with statistical significance. REACH will aim for representativeness and will therefore select households to interview through an adapted approach to random GIS sampling that allows for sufficient protection of field teams in Izium and Trostianets, and a two-stage stratified random sampling strategy in Kherson.
2. Focus group discussions with returnees, IDP and non-displaced persons in all three assessed urban centres to contextualize data collected through household interviews and KII (in particular, about challenges faced by households at the time Ukraine regained control or arrival in the assessed urban centre, 3 months after, and now). REACH will select participants based on their displacement status (did not leave the assessed urban centre since February 2022 or left and came back), with the support of local partners and authorities.
3. Key informant interviews with local authorities and experts knowledgeable about the services and utilities in the three assessed locations, and stakeholders involved in the humanitarian and early recovery response. Key informants will be selected based on their knowledge of the needs, utility and services situation, and humanitarian and early recovery responses.

Additionally, REACH Emergency team will collaborate with REACH Humanitarian Infrastructure and Damage Unit to triangulate and contextualize findings through geospatial data/satellite imagery to assess damage to infrastructures and residential areas in all three urban centres. HIDU developed their own TOR and DAP to collect and verify relevant data, and both teams will work together on joint outputs following a collaborative approach that was developed through previous joint analyses and outputs (Kakhovka dam and Kamyanka situational updates).

Research note: measuring and reporting on social cohesion in an ABA

There is no consensus around a definition of "social cohesion" from practitioners or scholars alike. As put by Schiefer and van der Noll (2015), "scholars of social cohesion argue […] there is little agreement on what social cohesion precisely entails", p2). Literature reviews noted however three core dimensions of social cohesion that overlap in most definitions: social relations, sense of belonging, and orientation towards common good. The Social COhesion and REconciliation Index (SCORE) analytical tool further distinguishes between the horizontal (citizen-citizen) and vertical (citizen- State institution) dimensions of social cohesion (SCORE 2021).

For the purpose of this assessment, REACH will narrow the scope of the research on the social relation component of social cohesion, with a primary focus on horizontal social relations amongst the different groups living in the assessed urban centres. This is in line with previous assessments by REACH who integrated a social cohesion component and also focused on social dynamics specifically (Uganda 2023, Burkina Faso 2023). In addition to horizontal social relations, and in line with the SCORE analytical tool, REACH will also assess vertical social relations between citizen

and State institutions. Findings will be disaggregated based on displacement status (non-displaced, returnee, IDP) in the analysis. REACH will draw from a bank of questions from previous assessments on social cohesion (UNICEF 2014, SCORE 2021) and adapt them to structured quantitative data collection in the context of large-scale displacement in Ukraine. Respondents will be presented with a string of statements related to interpersonal relations in the assessed urban centres, and for each will be asked to place themselves on a scale from "I strongly disagree" to "I strongly agree". Each point on the scale will being given a different score. Based on answers to those questions, REACH will create a "horizontal social relations" index that will be the sum of the scores of all questions on horizontal relations and will be disaggregated based on location and displacement status.

3.2 Population of interest

REACH will assess the following three urban centres, within their administrative boundaries: Kherson (Khersonska), Izium (Kharkivska), and Trostianets (Sumska). These urban centres have been selected according to the following criteria:

- Formerly under the control of Russian forces
- Reported large-scale destruction
- Different population size
- Accessible for in-person data collection
- Geographic diversity, to allow comparisons

REACH analysis will consider all residents of these three urban centres, and will specifically seek to contextualize findings generalizable to the full population of these urban centres with FGD with returnees, IDP and non-displaced persons, to provide an informative understanding of the different needs and experiences of the two groups.

3.3 Secondary data review

REACH Emergency team will review REACH HIDU's assessments conducted in Izium, Kherson and Trostianets as part of their Damage Impact Analysis research cycle to avoid duplication of efforts and complement their KII with follow-up KII, value to previously-collected data, and that FGD and household interviews complement their data.

Other secondary sources that will be used include IOM DTM reports (general population surveys, condition of returns, flash updates) and REACH reports (HSM factsheets, MSNA, calibration assessments, Hazardous Events Monitoring Initiative reports).

Secondary source	Purpose of source
IOM DTM reports (conditions of return, general population survey, flash update)	- Triangulate population figures - Context on humanitarian needs - Context on humanitarian assistance received
REACH reports (HSM factsheets, MSNA, calibration assessments, SUFA)	- Triangulate population figures - Context on humanitarian needs - Context on humanitarian assistance received

3.4 Primary Data Collection

REACH Emergency team will simultaneously collect information through three complementary sources: representative household-level interviews, key informant interviews and focus group discussions.

Data collection will be conducted in-person by REACH field team, with teams of one team leader, two enumerators and one driver per assessed urban centres. All three urban centres will be assessed simultaneously. Data collection will happen over

the course of one and a half-month, between December 1st 2023 and January 19th 2024. To limit exposure to threats from staff (see **3.6 Limitations**), REACH will adopt the following risk mitigation measures (additional security measures specific to selection of households are detailed below):

- Enumerators and drivers will be trained specifically on mine awareness, and any household to interview that is not accessible by a paved road frequently used by residents will be removed from the sample.
- In Kherson and Izium, team leaders, enumerators and drivers will be hired locally to ensure they have a strong understanding of the local context and threats. REACH is already working with a team leader in Kherson.
- A monitoring of the security situation in Kherson will be conducted by REACH team leader in Kherson, ACTED security officer for the South and ACTED security team. In the event of an increase in security incidents in the city, data collection can be stopped.
- Security briefings of field enumerators and drivers will be conducted before data collection start, and will be repeated as necessary. PPE will be provided to enumerators and drivers.
- Local authorities will be fully informed on the data collection activities prior. No GPS coordinates will be gathered or stored during data collection, due to its sensitivity in areas near to the frontline. Alternative methods for spatial verification of interviews are explained below

For household interviews: REACH will aim for representativity within all three assessed urban centres, within their administrative boundaries. To reach representativity in each location with a confidence level of 95% and a margin of error ±7%, a sample size of 196 households is needed, so REACH will aim to interview 215 households per location to allow for a buffer of around 10%. Selection of households to interview will be conducted differently in Kherson and in Izium/Trostianets due to the security situation in Kherson calling for additional mitigation measures impacting representativity:

- **In Izium and Trostianets:** households will be selected according to random GIS sampling adapted to ensure the safety and security of the field team. REACH will balance safety and representativity by circumscribing the geographic scope within which interviews can take place as follows:
    - With the administrative boundaries of the settlement as the basis, and using other data sources such as Open Street Map, unpopulated areas (garden, forests, cultivated lands) will be removed from the list of possible locations to conduct interviews to avoid areas possibly contaminated with mines and UXO. In line with other assessments (MSNA GIS sampling methodology), REACH will also exclude from the geographic scope of possible interview locations sensitive infrastructures (military bases, airports, etc…) and establish a 100 metres buffer around them where interviews cannot take place.

  By crossing the subsequent map with pre-war population density figures, REACH will generate random GPS points to select households to interview, with denser areas being more likely to be assessed. If there are multiple households at location, the household to interview will be randomly selected by running an algorithm which will give a random floor and door on that floor. If there are no available households at location, household interviews can take place in a 200 metres radius by running an algorithm which will give a random direction (north, east, south, west) and how many houses to skip (between 1 and 10).

  In light of the sensitivity of the information, and to protect the field team from suspicions, GPS points where interviews take place will not be collected on KOBO. Instead, field teams will note on KOBO the full address (street name, street number, floor and door number) of the location where they conducted the interview – which should be possible given the urban settings where these assessments take place. In order to verify interview locations despite the absence of GPS data, REACH will ask enumerators to describe on KOBO the interview site (names of roads and notable buildings) and to place on a map the location of the interview upon returning from the field. REACH will request open-text comments such as [Interview done on Schevchenko Street 10, two-story house with blue gate, next to ATB store]. REACH team will do spot checks based on the description of the closest road intersection, the declared site of the interview, and open-source geographic data such as Google Maps and Google Street View.

- **For Kherson**: acknowledging the high exposure to threats for enumerators and in line with mitigation measures, data collection will be done in (or up to 100 metres from) shelters. To ensure representativity through elements of randomness can be maintained while ensuring the security of data collectors, REACH will adopt a two-stage stratified random sampling strategy in Kherson[2]: the city will be divided into its three constituent neighbourhoods (Dniprovskyi, Korablny, Szvorovskyi) and the number of interviews to conduct in each neighbourhood will be calculated proportional to its estimated population relative to the estimated population in Kherson shared by local authorities as of October 1st, 2023. Then, based on the map of available shelters in Kherson, for each day of data collection a random shelter in Kherson will be selected as the data collection point for the day.
  Similar to data collection in Izium and Trostianets, in Kherson unpopulated areas (garden, forests, cultivated lands) will be removed from the list of possible locations to conduct interview to avoid areas possibly contaminated with mines and UXO. REACH will also exclude from the geographic scope of possible interview locations sensitive infrastructures (military bases, airports, etc…) and establish a 100 metres buffer around them where interviews cannot take place.
  In Kherson specifically, REACH will also identify security hotspots, according to the list of incidents reported by INSO in Kherson in the month prior to the start of data collection. Shelters located in security hotspots will be removed from the list possible interview locations, increasing the safety of field staff at a modest expense to representativeness of the sample. Similarly, if the shelter is inaccessible, enumerators will go to the next shelter until one is found and data collection can start. At the shelter, an additional randomization element will be implemented (interviewing every third person that walks in front of the shelter) to identify respondents. Once the number of interviews that need to be conducted in a specific neighbourhood is reached, shelters from this neighbourhood will be removed from the list of possible shelters to avoid overrepresentation of residents of this neighbourhood. Data collection will continue following this two-staged random shelter/neighbourhood saturation method until the 215 interviews in Kherson are completed.
  REACH will verify interviews are effectively taking place at identified shelters by requesting enumerators to provide a description of the shelter's entrance, and doing spot checks based on the description of the declared site of the interview and open-source geographic data such as Google Maps and Google Street View.

For key informant interviews: through REACH and field teams' networks in the three assessed urban centres, following a purposive sampling strategy and complementing KII conducted by HIDU in all three assessed urban centres, REACH will select KII based on their knowledge of the situation. Examples of targeted KI are: deputy mayor or equivalent positions, representatives of the education department, of a healthcare facility, and of social services, water, electricity and heating service providers, representatives from local volunteer groups, and early recovery actors such as UNDP. For early recovery actors, KII might be conducted outside of the data collection location. During the data collection timeframe, conducting all 30 KII before December 20 will be prioritized as KI might be less responsive over the holiday period (December 20 to mid-January). KIIs will be conducted in-person.

For focus group discussions: to contextualize preliminary findings from KII and household interviews, REACH will organize six FGD per location: two with returnees, two with IDP and two with non-displaced persons. This disaggregation by displacement status is informed by previous assessments (IOM DTM Internal Displacement Report, REACH Kamyanka assessment) which seemed to indicate tensions between both groups. REACH will rely on field teams or local partners to gather between four and eight participants per FGD.

[2] The strata element is added to avoid a situation where a neighbourhood might have more shelters than another despite having a smaller population, and would therefore have its residents being overrepresented in findings representative at the city-level. In addition to adding an element of randomness to the selection of households, this method allows for (indicative) comparison of data between the three neighbourhoods of Kherson, which will allow for better contextualization of findings for this large urban centre.

The following table summarizes sampling strategies for household interviews, FGD and KII:

Oblast	Urban centre	Household interviews	Focus group discussions	Key informant interviews
Khersonska	Kherson	215	6	10
Kharkivska	Izium	215	6	10
Sumska	Trostianets	215	6	10
Total		**645**	**18**	**30**

For remote sensing analysis: data collection will be led by HIDU, according to procedures outlined in their TOR. Assessment of conflict impact on residential and public service infrastructure will be performed through processing of high-resolution optical satellite images through established and developing partnerships with UNOSAT, UADamage and LiveEO. HIDU will also seek to verify and contextualize their geospatial analysis through secondary data review and by conducting in-depth interviews with key informants, focus group discussions and participatory mapping.

Following a synergic, whole-of-mission approach developed through past joint assessments (Nova Kakhovka situational overview, Kamyanka assessment), ET and HIDU will cooperate to verify data collected remotely through ground truthing (which can be arranged at the same time field teams are conducting household and key informants interviews) and KII.

3.5 Data Processing & Analysis

Quantitative data (household questionnaires) will be collected through KOBO and directly exported to Excel. REACH Emergency team will review data daily to ensure the data collection methodology is being followed by enumerators and investigate any outliers or other problematic data, including ensuring random sampling is being carried out in accordance with the sampling plan. REACH emergency team will keep a log of any changes, including cleaning of data, aligning to the IMPACT Data Cleaning Minimum Standards Checklist for Data Cleaning and Processing for Structured (Quantitative) Data. Cleaning of data will include conducting cross checks during data collection to ensure logical coherence and avoid errors, checking metadata is fully completed, "other" responses are recoded accordingly, and all personalized data is removed from the dataset.

For qualitative data: REACH will produce three different questionnaires: one for KII representing local authorities and services and utilities providers, one for local volunteers and early recovery actors, and one for FGD. REACH emergency team will thefore produce three data analysis saturation grid (DSAG) per assessed urban centre: one for KII with local authorities and services and utilities providers, one for local volunteers and early recovery actors, and one for FGD. DSAG as well as transcripts from KII and FGD will be shared with HQ for spotchecks.

This collaborative approach will lead to a joint analysis and outputs between HIDU and ET. REACH Emergency team and HIDU agreed on a tentative publication date on February 29th, with dissemination taking place over the course of a week and follow-up presentations beyond that (especially to inform strategic donors' conversations).

Expected outputs are:

- Three situation overviews (one per assessed urban centre), around 10 pages each, with damage analysis maps from HIDU. If findings are very similar for the three urban areas, REACH ET might decide to produce one larger report instead of three separate ones.
- One story map presenting and comparing findings for all three assessed urban centre. The added value of a story map would be to lead dissemination with an accessible and attractive product, zooming on specific damaged infrastructures or residential areas, providing a "story" on how services have been restored or are still restricted, and highlight similarities or differences between the three assessed urban centres.

Dissemination

- The story map and three situation overviews will be published at the same time. A first dissemination email will be sent to all target audiences with a link to the story map, and references to the situational overview. The story map will reference and link to the three situational overviews, with the objective of driving the target audience's interest and engagement for the longer three situational overviews. A follow-up email will be sent a week after the first, narrowing the dissemination to stakeholders operating in one of the three assessed locations, to share the one situational overview that is relevant to their operations (for example, REACH will send the Izium situational overview to the chair of the General coordination meeting in Kharkiv, and the Kherson situational overview to OCHA's chair of the chair of the General coordination meeting in Kherson).

Target audience

Findings of this assessment will be shared with:

- International donors
- Humanitarian country team (HCT)
- Inter-Cluster Working Groups (ICWG) in the North, East and South
- Relevant governmental departments and oblast administrations
- Relevant to regional clusters, in particular Protection, Shelter, Education and Health
- Early recovery actors (UNDP)
- Up to 150 international NGOS, national NGOs, donors, UN agencies, local authorities and CSOs working in previously Russian-held areas, through macro-regional CSO coordination platforms (NGO Focal points dissemination lists, etc)

3.6 Limitations

- Acknowledging the security situation in all three locations, REACH will ensure security of the enumerators while maintaining representativity as much as possible by adapting its randomized GIS sampling methodology according to the methodology described in **3.4. Primary Data Collection**, with a different approach for Kherson (interviews in shelters) and Izium/Trostianets.
- REACH acknowledges a strong limitation in its capacity to verify where household interviews are conducted due to the impossibility for REACH to collect sensitive GPS data. An alternative verification method has been developed (see **3.4. Primary Data Collection**) and strong emphasis on the necessity to conduct interviews in the identified place will be put during training of enumerators, to mitigate these risks.
- Given the mix of representative (household level) and non-representative (community level) data that will be collected, REACH will pay particular attention to integrating necessary caveats in the analysis and reporting to clarify which findings can be generalized to the whole population of the assessed urban centres.
- Kherson is a very high-risk location with frequent conflict-related incidents. In order to mitigate exposure, REACH will conduct interviews in or near shelters. This approach prioritizes mitigation of security threats and risks transfer at the cost of increased costs, longer timeline and possibly representativeness (although a two-stage stratified random sampling will mitigate the latter as much as possible) .
- Acknowledging that access to the three assessed urban centres might be restricted if the security situation deteriorates, REACH will conduct household interviews, FGD and KII simultaneously to mitigate the risk that data collection cannot be completed should access be restricted.

4. Key ethical considerations and related risks

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** (*specifically by: seeking informed consent, designing length of survey/ discussion while being considerate of participants' time, ensuring accurate reporting of information provided*)?	Yes	
… Does not **expose data collectors to any risks as a direct result** of participation in data collection?	No	In the location with the most exposure to threats (Kherson), REACH will conduct interviews in shelters. For all locations, hiring enumerators from the assessed location will ensure they are aware of the local context and threats, and can act accordingly. Movement by the Field Teams will conform to ACTED in-country security protocols. If necessary, enumerators will be provided with PPE and security briefings. ACTED Country Security Team, in coordination with team leaders, will monitor the security situation in all three assessed urban centres and provide recommendations on pausing data collection should the security situation deteriorate.
… Does not **expose respondents / their communities to any risks as a direct result** of participation in data collection?	No	In the location with the most exposure to threats (Kherson), REACH will conduct interviews in shelters. For all locations, hiring enumerators from the assessed location will ensure they are aware of the local context and threats, and can act accordingly. Movement by the Field Teams will conform to ACTED in-country security protocols. If necessary, enumerators will be provided with PPE and security briefings. ACTED Country Security Team, in coordination with team leaders, will monitor the security situation in all three assessed urban centres and provide recommendations on pausing data

		collection should the security situation deteriorate. REACH enumerators will not collect GPS points.
… Does not involve **collecting information on specific topics which may be stressful and/ or re-traumatising** for research participants (both respondents and data collectors)?	Yes	
… 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.?	Yes	
… Follows IMPACT SOPs for management of **personally identifiable information**?	Yes	

5. Roles and responsibilities

Task Description	***Responsible***	***Accountable***	***Consulted***	***Informed***
Research design	Assessment Officer	Snr Research Manager	HIDU Team	Impact HQ
Supervising data collection	Field team	Assessment officer	Snr Research Manager	Impact HQ
Data processing (checking, cleaning)	Data Officer	Assessment Officer	Snr Research Manager	Impact HQ
Data analysis	Assessment Officer	Snr Research Manager	HIDU Team	Impact HQ
Output production	Assessment Officer	Snr Resarch Manager	HIDU Team	Impact HQ
Dissemination	Snr Research Manager	Snr Research Manager	HIDU Team	Impact Country Representative
Monitoring & Evaluation	Snr Research Manager	Snr Research Manager	HIDU Team	Impact Country Representative
Lessons learned	Assessment Officer	Snr Research Manager	HIDU Team	Impact Country Representative

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*

6. Data Analysis Plan

DAP will be shared as a separate Excel file.

7. Monitoring & Evaluation Plan

Drafting tips: *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		□ 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		X Yes
		# of visits to x webmap/x dashboard	Country request to HQ		X 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	*[List here relevant HPC-documents to be monitored: E.g. Iraq HNO 2018, Iraq Flash Appeal Mosul, Shelter Cluster strategy]*
		# references in single agency documents			*[List here relevant agency-documents to be monitored: E.g. UNHCR Country Strategy, UNICEF WASH Response Strategy]*

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

Annex 1: Terminology

Early-recovery: the initial phase of efforts aimed at rebuilding and revitalizing communities and infrastructure affected by armed conflicts. It involves immediate actions to restore basic services, provide humanitarian aid, and create conditions for sustainable recovery. During this phase, focus is on repairing essential facilities like hospitals, schools, and water systems, and supporting displaced populations with shelter and food. Early-recovery initiatives are critical in laying the groundwork for more extensive and long-term reconstruction, helping communities regain stability, and fostering the transition towards lasting peace and development.

Horizontal social relations: citizen to citizen relations within a society and **as opposed to** vertical (citizen-institution). Horizontal social relations are a sub-category of one of the three core components of social cohesion (social relations).

Household: A group of people who live under the same roof, share income, daily meals and expenses. For the purpose of this assessment, someone who lives separately from the household abroad or within Ukraine to work/study/fight is not considered part of the household.

Internally displaced person (IDP): Persons or groups of persons who have been forced or obliged to flee, or to leave their homes or places of habitual residence, in particular as a result of or in order to avoid the effects of armed conflict, situations of generalized violence, violations of human rights or natural or human-made disasters, and who have not crossed an internationally recognized State border. For the purpose of this assessment, REACH identifies IDP as respondents who indicated leaving their habitual place of residence since the 24th of February and that are now living in a location that is not their habitual place of residence. This includes individuals who moved within their locations, across locations, within their districts, across districts, within governorates, and across governorates (IOM 2019).

Non-displaced person: A person that did not leave their original place of habitual residence. For the purpose of this assessment, REACH identified non-displaced persons as respondents who indicated not having left their place of habitual residence since the 24th of February for longer than 2 weeks (14 days).

Returnee: A person who had undergone a migratory movement and returned back to their original place of habitual residence (place where they lived prior to being displaced). For the purpose of this assessment, REACH identifies returnees as respondents who indicated having left the place of their habitual residence since the 24th of February due to the current war for a period of a minimum of 2 weeks (14 days), but who have indicated that they had since returned. This includes refugees who have returned from outside the Ukraine (IOM 2019).

Social cohesion: network phenomenon characterized by the interconnectivity of actors in a society, and by the characteristics and qualities of these relationships (SCORE 2021). Three core components of social cohesion are social relations (horizontal and vertical), sense of belonging, and orientation towards common good.

Utilities and services: institutions providing resources or services to the public in order to address their needs, either directly by the national or local government or indirectly through outsourcing to private companies[3]. In this assessment, REACH will focus on the following utilities and services only:

- Utilities: Electricity, central water supply, gas, solid waste management, telecommunications (internet/phone)
- Services: Healthcare, administrative services (documentation, registration), public transport, education, social services (daycare for older persons, child services, services for persons with disability), banking institutions (ATM and banks), postal services.

[3] https://metadata.un.org/thesaurus/1005266?lang=en

Vertical social relations: relations between citizens and State institutions in a society, **as opposed to** horizontal relations (citizen-citizen). Vertical social relations are a sub-category of one of the three core components of social cohesion (social relations).