Research Terms of Reference
Rapid Assessment on the Impact of the COVID-19 Pandemic on Labour Markets in Isingiro and Arua/ Madi Okollo Districts
UGA2006
Uganda

7 October 2020
Version 1

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1. Executive Summary

Country of intervention	Uganda				
Type of Emergency	X	Natural disaster/Pandemic	X	Conflict	
Type of Crisis	□	Sudden onset	□	Slow onset	X Protracted
Mandating Body/ Agency	*International Labour Organization (ILO)*				
Project Code	25ANC1Y5				
Overall Research Timeframe *(from research design to final outputs / M&E)*	*17/8/20-31/10/20*				

Research Timeframe *Add planned deadlines (for first cycle if more than 1)*	1. Start collect data: 7 September 2020 (qualitative); 21 Septemeber 2020 (quantitative)	5. Final report and Policy Memo sent for validation: 23 October 2020
	2. Data collected: 5 October 2020	6. Final report and policy memo sent to ILO: 4 November 2020
	3. Dataset sent for validation: 7 October 2020	7. Final infographics video sent to ILO: 25 November 2020
	4. Data analysed and analysis sent for validation: 13 October 2020	

Number of assessments	X	Single assessment (one cycle)	
	□	Multi assessment (more than one cycle) *[Describe here the frequency of the cycle]*	

Humanitarian milestones *Specify **what** will the assessment inform and **when*** *e.g. The shelter cluster*	**Milestone**		**Deadline**
	X	Donor plan/strategy: ILO PROSPECTS Programming, Post-Covid-19 in Uganda	TBD
	□	Inter-cluster plan/strategy	_ _/_ _/_ _ _ _
	□	Cluster plan/strategy	_ _/_ _/_ _ _ _
	□	NGO platform plan/strategy	_ _/_ _/_ _ _ _

will use this data to draft its Revised Flash Appeal;	□	Other (Specify):	_ _/_ _/_ _ _ _	
Audience Type & Dissemination *Specify who will the assessment inform and how you will disseminate to inform the audience*	**Audience type**		**Dissemination**	
	□ Strategic X Programmatic X Operational □ [Other, Specify]		X General Product Mailing (e.g. PROSPECTS contact list) X Pillar/Working Group Mailings – PROSPECTS and ILO governance bodies X Presentation of findings – PROSPECTS and ILO governance bodies for final report and policy memo; general public for video infographic X Website Dissemination -Relief Web, REACH Resource Centre, PROSPECTS and ILO websites X Targeted Ugandan Ministry of Gender, Labour and Social Development and donor briefings as necessary X Social media (Twitter and Facebook): PROSPECTS, Impact Initiatives, ACTED, etc.	
Detailed dissemination plan required	□	Yes	X	No
General Objective	IMPACT Initiatives will provide independent evidence on livelihoods gaps, opportunities and socio-economic circumstances of households and businesses in Isingiro and Arua/Madi Okollo, two refugee settlements in Uganda. This will enable ILO to better understand changes in livelihoods, labour and socio-economic needs of refugees and host communities and implement any programmatic pivots within PROSPECTS[1] as is useful, as well as maintain confidence in existing programmes.			
Specific Objective(s)	• To improve the ILO's, as well as national stakeholders and PROSPECTS partners, contextual understanding of the impact of the Ugandan government's public health and containment measures in response to COVID-19 in Isingiro and Arua/Madi Okollo districts on jobs and livelihoods in the formal and informal sectors. • To improve the ILO's, as well as national stakeholders and PROSPECTS partners, contextual understanding of the local socio-economic environment, including social cohesion between host community and displaced population and areas rife for collaboration that may increase the delivery of livelihoods while promoting overarching socio-economic opportunities. • Provide an evidence base on the changes in needs among both host community and refugee populations in Isingiro and Arua/Madi Okollo districts following public health and containment measures in response to COVID-19 to inform immediate responses to supporting market-based economic support activities/opportunities and possible			

[1] Partnerships for Improving Prospects for host communities and forcibly displaced persons (PROSPECTS)

	beneficial adjustments to current PROSPECTS programming that will allow it to better serve populations in its three programmatic areas
	• Provide an evidence base on the changes in needs among both host community and refugee populations in Isingiro and Arua/Madi Okollo districts following public health and containment measures in response to COVID-19 to inform mid-term decision making on future PROSPECTS programmatic activities and elaborate recommendations on future programmatic collaborations
Research Questions	**1. Impact of COVID-19** a) What is the impact of the COVID-19 pandemic and associated public health and containment measures on refugees' and host communities' livelihoods, access to income, and ability to meet basic needs in Isingiro and Arua/ Madi Okollo districts of Uganda? b) What is the impact of the COVID-19 pandemic and associated public health and containment measures on businesses' stability and formal and informal labour markets' hiring power within Uganda? c) What is the impact of the COVID-19 pandemic and associated public health and containment measures on formal and informal economic sectors' vitality and prospective future value[2] within Uganda? d) What is the impact of the COVID-19 pandemic and associated public health and containment measures on socio-economic environment and relative social cohesion between host community and displaced populations in Isingiro and Arua/Madi Okollo districts of Uganda? **2. Responding to the impact of COVID-19** a) What aspects must be present in humanitarian and development livelihoods and labour programmes to meet the needs of refugee and host community members and businesses in Isingiro and Arua/Madi Okollo districts of Uganda amidst changes brought on by the COVID-19 pandemic? b) What aspects should be considered for addition to government social protection programs to meet the needs of refugee and host community members and businesses in Isingiro and Arua/Madi Okollo districts of Uganda amidst changes brought on by the COVID-19 pandemic?

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[2] "economic sectors vitality and prospective future" is quantified in this assessment in three ways: 1) based on household-level responses of what sector the household breadwinners are/were working in and the amount of increase/decrease/stagnation in wages garnered from work in the sector by those households pre-COVID-19 restrictive measures as compared to post-COVID-19 restrictive measures 2) the proportion of enterprises by sector who sought layoffs of staff or not, pre-COVID-19 as compared to post-COVID-19 3) key informant qualitative review of sectors' ability to weather the economic downturn associated with COVID-19 and their review of future prospects within the sector

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	c) How might PROSPECTS programming pivot to take advantage of opportunities that have arisen out of the response to the COVID-19 pandemic in ways that support			
	i. The immediate future through economic stimulus and support activities?			
	ii. The near-term future through evidence-based planning for future PROSPECTS programming that fosters, skills development and economic resilience among its beneficiaries?			
Geographic Coverage	This assessment will focus on two districts of Uganda: Isingiro and Arua/Madi Okollo. Within these districts, refugee settlements and refugee hosting populaitons will be queried with the quantitative tools. Businesses, government entities and UN/NGOs whose work takes place in these two districts will be queried with the qualitative tools.			
Secondary data sources	The Uganda Bureau of Statistics (UBOS) 2020 district boundaries will be used for all mapping; A desk review of secondary sources was conducted to analyze the pre-covid labour market and economic climate of Uganda pre-Covid, to generate a baseline contextual understanding and, where available, additinoal surveys conducted in Uganda post-Covid were reviewed for triangulation. A full bibliography of secondary data sources is provided in Annex 1.			

Population(s) *Select all that apply*	□	IDPs in camp	□	IDPs in informal sites
	□	IDPs in host communities	□	IDPs [Other, Specify]
	X	Refugees in camp	□	Refugees in informal sites
	X	Refugees in host communities	□	Refugees [Other, Specify]
	X	Host communities	X	NGOs/UN agencies that work in Arua/Madi Okollo and Isingiro
	X	Businesses that work in Arua/Madi Okollo and Isingiro	X	Ugandan government ministries and officials that work in Arua/Madi Okollo and Isingiro

Stratification *Select type(s) and enter number of strata*	X	Geographical #: 1 Districts: Arua/Madi Okollo[3] Population size per strata is known? X Yes □ No	X	Group 1: Refugee community in Rhino Camp Population size per strata is known? X Yes □ No	X	Group 2: Host community in Arua Population size per strata is known? X Yes □ No
	X	Geographical #: 2 Districts: Isingiro	X	Group 3: Refugee community in Nakivale settlement	X	Group 4: Host community in Isingiro[4]

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[3] Rhino Camp settlement used to be located in Arua district, until 2019 when a new district was established (Madi Okollo).

[4] The host community population sample will be drawn from Madi Okollo district, as the official hosting district of Rhino Camp settlement. While Arua district has the largest town centre with closest proximity to Rhino Camp settlement, the qualitative component will also assess Arua district. The quantitative household-level findings for the host community will only be representative of households living in Madi Okollo district, rather than Madi Okollo and Arua districts.

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		Population size per strata is known? X Yes □ No		Population size per strata is known? X Yes □ No		Population size per strata is known? X Yes □ No
Geographical #: 3 Districts: Isingiro and Arua/Madi Okollo Population size per strata is known? □Yes X No		Group 4: UN/NGOs working in Isingiro/Arua/Madi Okollo Population size per strata is known? □Yes X No	X	Group 5: Businesses, Associations and Cooperatives working in Isingiro/Arua/Madi Okollo Population size per strata is known? □Yes X No	X	Group 6: Government agencies working in Isingiro/Arua/Madi Okollo Population size per strata is known? □Yes X 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*	X **Purposive/ quota-based sampling** □ Probability / Simple random □ Probability / Stratified simple random □ Probability / Cluster sampling □ Probability / Stratified cluster sampling	□ Key informant interview (Target #):_ _ _ _ _ □ Group discussion (Target #):_ _ _ _ _ **X Household interview (Target #):_ _ _336_ _** □ Individual interview (Target #):_ _ _ _ _ □ Direct observations (Target #):_ _ _ _ _ **X** soft quotas for female-headed households and disability –inclusive households[5]
Structured data collection tool # 2 *Select sampling and data collection method and specify target # interviews* ***If more than 2 structured tools please duplicate this row and complete for each tool.*	X **Purposive/ quota-based, proportional to size methodology** □ Probability / Simple random □ Probability / Stratified simple random □ Probability / Cluster sampling □ Probability / Stratified cluster sampling	□ Key informant interview (Target #):_ _ _ _ _ □ Group discussion (Target #):_ _ _ _ _ □ Household interview (Target #):_ □ Individual interview (Target #): □ Direct observations (Target #):_ _ _ _ _ **X Enterprise-level interview (Target #):_252** **X soft quotas for female-led enterprises and non-agricultural enterprises (20 surveys for female-led enterprises and 20 surveys for non-agricultural enterprises)**
Semi-structured data collection tool (s) # 1 *Select sampling and data collection method and specify target # interviews*	**X Purposive** □ Probability / Simple random □ Probability / Stratified simple random □ Probability / Cluster sampling □ Probability / Stratified cluster sampling	**X Key informant interview (Target #):30 across all strata/until saturation** □ Group discussion (Target #):_ _ _ _ _ □ Household interview (Target #):_ _ _ _ _ □ Individual interview (Target #):

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[5] "soft quotas" entail goals for an achieved number of specified surveys (herein, surveys with female-headed households and disability-inclusive households) that the research team will aim to achieve but where achieving an amount near to the goal is sufficient and will not bias the findings

	□ [Other, Specify]			□ Direct observations (Target #):_ _ _ _ _		
				□ [Other, Specify] (Target #):_ _ _ _ _		
Target level of precision if probability sampling	na			na		
Data management platform(s)	□	IMPACT Kobo account		□		
	□	[Other, Specify]				
Expected ouput type(s)	X	Policy Brief #: 1	X	Final Report #: 1	X	Infographic (produced by external partner) #:1
Access	X	Public (available on IMPACT Website 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*	*PROSPECTS (programmatic acronym)*					
	Donor: *International Labour Organization (ILO)*					

2. Rationale

2.1. Rationale

PROSPECTS Uganda has employed IMPACT Initiatives to assess the impact of COVID-19 and associated social protection measures, such as the country-wide lockdown instituted from March-July 2020 on labour markets and livelihoods.

The partnership for improving prospects for forcibly displaced persons and host communities, or *PROSPECTS*, is a partnership between the International Finance Corporation (IFC), United Nations Children's Fund (UNICEF), the World Bank and the United Nations High Commission for Refugees (UNHCR). PROSPECTS programming has three key goals: to foster socio-economic environments that are inclusive to both host communities and influxes of displaced populations, increase access to education and protection resources for displaced children and foster resilience among residents of communities that attract displaced populations. Based on PROSPECTS global vision the partnership envisions to ensure the sustainability of progressive refugee policies and practice through: (i) development of human capital among refugees and host communities; (ii) expansion of local economic and job opportunities; and (iii) promotion of sustainable socioeconomic integration of youth in host and refugee communities. PROSPECTS' began their work in Uganda in 2019 and the project is slated to continue through 2023.[6]

The COVID-19 virus, which originated in Wuhan, China in December 2019, was declared a pandemic by the World Health Organization (WHO) on 11 March 2020. To date, In Uganda, there has been a total recovery of 990 cases as of 28th July, 2020[7], there are cumulative cases day by day with currently 1135 cases in-country.

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[6] Partnership for Improving Prospects for host communities and forcibly displaced persons
[7] https://covid19.gou.go.ug/

Since 18 March[8], 2020, the government of Uganda has taken several measures to curb the spread of the virus, such as closing borders, enforcing isolation, social distancing policies, affecting in particular gatherings of people, access to places of worship, schools, and public transport. However, public adherence to these restrictions and other preventative behaviors are observed to be relatively low.

As such, PROSPECTS pre-dated the COVID-19 pandemic but remains flexible to addressing needs as they shift in response to local, regional and global pandemic responses and their subsequent impact on local economies. In order to address the current, post-COVID socio-economic landscape in Uganda, including residents' current paid labour opportunities and future refugee and host community livelihoods needs, PROSPECTS seeks to capture a current snapshot of needs on the ground. With information from this rapid assessment, ILO and PROSPECTS partners will pivot year 2 plans as appropriate to address new needs and shifts in existing needs that have arisen amidst the COVID-19 pandemic.

3. Methodology

3.1 Methodology overview

IMPACT will implement a mixed-methods approach to achieve the objectives and answer the research questions outlined above.

The IMPACT team has closely monitored the COVID-19 situation in Uganda, and has conducted ongoing risk assessments to determine if in-person data collection is feasible. Prior to mid-August, the number of weekly cases was around 100 or below. As of 31 August 2020, the number of confirmed cases has increased to 802 the week of August 17, and 485 the week of August 24.[9] As community transmission has rapidly increased in Kampala and other refugee hosting districts (Kyangwali/Kikuube, Kiryandongo), and the spread across the country is likely higher than reported due to low testing capacity. IMPACT received a communication on August 18 that the Office of the Prime Minister (OPM) offices in Arua (one of the target locations) confirmed several cases, and therefore is closing for two weeks to allow staff to quarantine. This rapid increase in community transmission has led to the decision to conduct data collection remotely in order to lower the risk of COVID-19 transmission to IMPACT staff, enumerators, and respondents.

To conduct remote data collection, IMPACT will launch a small call centre, overseen by the Senior Field Officer, where enumerators will collect data from household-level respondents via a household-level survey and from enterprise leaders via an enterprise-level survey. Key informant interviews will also be coordinated via email and conducted remotely from the call centre.

IMPACT will utilize a snowball sampling technique to obtain additional contact details for respondents of both quantitative surveys. Contact details from respondents in past IMPACT assessments will serve as a primary source and a resource by which to snowball contact details for additional households.[10] IMPACT will choose the initial HH phone contacts randomly from the existing contact database, but as the database itself is already curated and not a contact list of all members of the population, this method will not produce a fully randomized, representative sample and therefore the findings will be indicative. Contact details for secondary households will be snowballed from the primary contact. Similarly, IMPACT will rely on existing enterprise contacts as a primary source and ask enterprise-level respondents to provide contact information for additional enterprises in Isingiro and Arua,.

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[8] https://www.health.go.ug/
[9] Republic of Uganda COVID-19 Response Information Hub
[10] All past IMPACT survey respondents who will be contacted in this assessment gave consent at the time of the previous data collection to be contacted again for future assessments

Population of interest

The two target communities, Arua/Madi Okollo and Isingiro were chosen by the funding agency as of interest due to their inclusion of both host communities and refugee settlements with labour markets that were active pre-COVID-19. In order to assess the labour market, refugees, host community members, NGOs working in these geographic areas, businesses, associations and cooperatives with at least one business operating in these geographic areas and government entities with oversight over Arua/Madi Okollo and/or Isingiro were deemed a robust combined population by which to query multiple angles of the labour market post-COVID-19.

This will include robust, remote quantitative data collection at the household level with refugee and host community populations in Isingiro and Arua/Madi Okollo districts of Uganda,[11] remote quantitative data collection at the enterprise-level with businesses who have at least one location in Isingiro and/or Arua/Madi Okollo, and remote, in-depth key informant interviews. Key informant interviews will be conducted with a variety of actors across three sample groups: business associations and cooperatives present in Isingiro and Arua/Madi Okollo districts, UN and Non-Governmental Organizations (NGOs) and government and local community leadership. Local business associations and cooperatives will include SACCOs such as the MOBAN SACCO, as well as groups as the Ankole Farmers and Traders Association in Isingiro district and Arua District Famers Association (ARUDIFA). UN and NGOs will include such actors as the United Nations Higher Commission on Refugees, who provides oversight on refugee settlements, and the United Nations Food and Agriculture Organization (FAO), who play a lead role in support agricultural livelihoods. Government and local leadership will include such persons as representatives from the Office of the Prime Minister (OPM) and District Level Governments (DLG) in both Arua/ Madi Okollo and Isingiro.

3.2 Secondary data review (outline key bibliography/sources you will use and for what).

The Uganda Bureau of Statistics (UBOS) 2020 district boundaries will be used for all mapping.

A desk review of secondary sources was conducted to aid in understanding the pre-COVID-19 labour market and economic climate of Uganda and generate a baseline contextual understanding. All sources used for this purpose can be found in Annex 1. The following sources included data generated post-COVID-19 and was used to aid in understanding the context post-pandemic.

- Giulietti, Assumpção. Impact of the Corona Virus (COVID-19) on the African Economy. J Chem Inf Model. 2019;53(9):1689–99
- IFAD, "Early assessment: Impact of COVID-19 on Private Sector Agribusinesses in Uganda," The Resilient Efficient Agribusiness Chains in Uganda (REACH-Uganda)
- UNCDF, "Impact of COVID-19 on Ugandan MSMEs Inputs to the United Nations Socio-Economic Impact Assessment of COVID-19 in Uganda", May 2020.
- UNDP, "Socio-economic impact of COVID-19 in Uganda: Short-,medium-, and long-term impacts on poverty dynamics and SDGs using scenario analysis and system dynamics modeling," April 2020.
- Uganda Revenue Authority (URA) (2020). Impact of corona virus on revenue performance. URA, Kampala
- VisionFund, "Impact of COVID-19 on Refugee Saving Groups in Uganda," June 18, 2020, https://www.visionfund.org/stories/impact-COVID-19-refugee-saving-groups-uganda

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[11] It is important to note that ILO's engagement has largely been with Arua and Isingiro. ILO partners have not yet had contact with Madi Okollo as plans were interrupted by COVID-19. Despite this, Rhino camp is an area of interest for both ILO and IMPACT Initiatives because Rhino Camp settlement used to be located in Arua district, until 2019 when a new district was established (Madi Okollo). The host community population sample will be drawn from Madi Okollo district, as the official hosting district of Rhino Camp settlement. While Arua district has the largest town centre with closest proximity to Rhino Camp settlement, the qualitative component will also assess Arua district. The quantitative household-level findings for the host community will only be representative of households living in Madi Okollo district, rather than Madi Okollo and Arua districts.

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While the above assessments were used for context, none are focused on the impact of COVID-19 on both labour markets and communities that host refugee settlements. Data on post-COVID-19/current experiences remains rare following the onset of the pandemic. As such, no indicators of this study will be addressed entirely through the use of secondary data.

Sampling design was based off of IMPACT's risk assessment for conducting data collection during COVID-19 SOPs. One secondary data source is a study that was conducted by ILO and PROSPECTS in Kenya and so were used to inform the assessment methodology including indicators and questionnaire design including the flow of questions and inform, in an effort to allow the studies some degree of cross-country comparability. This study is:
* International Labour Organization, "Rapid Socioeconomic Assessment of the impact of COVID-19 Pandemic in Garissa County, Kenya" August 2020.

3.3 Primary Data Collection

Quantitative Data Collection

Household-level Methodology

The number of respondents with accurate, available contact details that would be needed to ensure true probability sampling for this rapid exercise is not accessible to the research team and snowball sampling must be used to build a sufficient and diverse contact list. By gleaning new respondents' contact details from past respondents, the remote methodology does not allow for probability sampling across the host community and refugee population groups and within the areas of interest, Arua/Madi Okollo and Isingiro. Instead, a quota-based, proportional to size (PPS) sampling will be employed to ensure (1) the sample is proportionally distributed based on the population size of each strata within the overall population (2) the sample is as diverse as possible with different sub-groups of the population of interest being included. In this assessment the sampling unit is the household and that is proportional to the total population of each of the four following strata: refugees in Rhino Camp, refugees in Nakivale, host community in Arua/Madi Okollo and host community Isingiro. Quota sampling, with minimum quotas for female-headed households and disabled-inclusive households[12], aims to ensure that a robust cross-section of the assessed population is represented in the sample. Nevertheless, results will be **indicative** rather than statistically representative for the population sub-groups.

Household-level Sampling

Four strata were identified for this research: refugees in Rhino Camp, refugees in Nakivale, host community in Arua/Madi Okollo and host community Isingiro. Access and resources were considered in line with the original sampling plan where it was intended to have 336 interviews, and so a proportional sample was developed in line with these constraints. The proportion of the population of each strata relative to the total population of all four strata was identified. This proportion was then applied to 336 to determine the minimum number of surveys to be conducted per strata. These minimum quotas will be met by contacting an initial pool of household respondents from both refugee and host community households, identified from contact lists of respondents who participated in previous randomized IMPACT-led surveys. If possible, the pool will be integrated with contact lists shared by lists provided by PROSPECT partners. Then, if either female-headed households or disabled-inclusive households remain underrepresented in the sample, snowball sampling[13] from the original IMPACT database will be used to ensure that proportions of the overall population strata (for example, female-headed refugee households in Isingiro), are represented in the final sample. Efforts will be made to assure that the pool of respondents is demographically varied in each assessment location to avoid inherent biases in the sample construction.

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[12] The Washington Group Short Set will be the standard used for ensuring quota.

[13] Snowball sampling employs respondents to recommend additional persons based on the needed criteria and IMPACT will randomize from a pool of all contact details provided to identify additional respondents

Enumerators will be trained IMPACT staff operating out of a dedicated call centre. Survey data will be collected using the KOBO platform. Below is a minimum sampling frame, however the number of the phone calls might increase to ensure coverage of gendered and disabled groups.

Household Survey Strata	Strata Population	Proportion of strata from total population	Min. Number of surveys per strata proportional to total population (PPS)
Table 1 . Minimum Quantitative Sampling per Strata- Household Survey			
Refugee settlements[14]			
Nakivale	132,807	9.50%	32
Rhino Camp	120,481	8.60%	29
Settlement Total	253,288		
Host Community Population[15]			
Arua	657,800	47%	158
Isingiro	480,700	35%	118
Host Total	1,138,500		
TOTAL sampling frame	**1,391,788**		**336**

Enterprise-level Methodology

IMPACT will conduct enterprise-level surveys with businesses that operate with at least one enterprise location in Arua/Madi Okollo and/or Isingiro. Similar constraints detailed in the household-level methodology apply to the enterprise-level methodology: The number of enterprise- level respondents with accurate, available contact details that would be needed to ensure true probability sampling for this rapid exercise is not accessible to the research team and snowball sampling must be used to build a sufficient and diverse contact list. This remote, snowball methodology does not allow for probability sampling across enterprises within the areas of interest, Arua/Madi Okollo and Isingiro. Additionally, as agriculture represents over 8% of businesses in Arua/Madi Okollo[16] and 97.1% of businesses in Isingiro[17], a probability proportional to size method would result in a homogenous abundance of respondent voices within the agricultural sector and little representation among additional enterprise sectors. As such, a **quota-based, purposive snowball sampling** will be employed, to ensure (1) a maximum number of respondents are included, based on the resources available and (2) the sample is as diverse as possible with different sub-groups of the population of interest being included. Quota sampling, with minimum quotas for non-agriculture-based businesses and female-owned businesses, aims to ensure that a robust cross-section of the

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[14] Refugee settlement population figures taken from UNHCR/OPM July 2020 refugee population statistics:
[15] Host community population figures taken from: UBOS population projections for 2019
[16] Government of Uganda - Uganda Investment Authority, "Arua District: Investment Profile"
[17] Government of Uganda - MTIC, "Isingiro District Economic Profile," http://www.mtic.go.ug/2016/index.php?/The-Project/isingiro-district-economic-profile/

assessed population is represented in the sample. Nevertheless, results will be indicative rather than statistically representative for the population sub-groups.

In Isingiro, where no directory of businesses has been identified, respondents' contact details will be snowballed from referrals given by household-level respondents. In Arua, the Arua Business Directory[18] will serve as a primary source of enterprise-level respondents. Additional enterprise-level respondents in Arua will be snowballed from the respondents in the Arua Business Directory as needed in order to meet minimum quotas for non-agriculture-based businesses and female-owned businesses.

Enterprise-level Sampling

Table 2 . Minimum Quantitative Sampling –Enterprise Survey			
Enterprise Survey Strata	**Total Surveys**	**Female-Owned Enterprises- Min. Quota**	**Non-Agriculture Owned Enterprises- Min. Quota**
Arua/ Madi Okollo	**126**	**20**	**20**
Isingiro	**126**	**20**	**20**
TOTAL sampling frame	**252**		

Qualitative Data Collection

Semi-structured key informant interviews (KIIs) will be conducted to better understand the current impact of COVID-19 and associated public health restrictions on economic and district level activity, as well as to gather critical insights on how COVID-19 may affect markets in the mid to long-term. To minimize the risk of COVID-19 transmission, semi-structured interviews will be coordinated via email and conducted remotely via telephone. At the request of the key informant, survey questions may be emailed ahead of the interview to allow informants to consider and formulate a reply.

Key Informants have been purposively sampled across three main contact lists[19]: The Arua Business Directory, compiled by the West Nile Web, a contact database compiled by IMPACT's Technical Specialist which is culled from previous research carried out in the Isingiro and Arua/Madi Okollo districts as well as contacts provided to IMPACT by ILO. Key informants were purposively sampled for their in-depth knowledge and professional association in one of the three following categories[20]:

1. **District Level Government:** Actors in this category consist of Office of the Prime Minister (OPM) officials in refugee settlements and key officials from District Level Government (DLG), such as but not limited to District Production Officer, District Commercial Officer, District Agriculture Officer, and Chief Administrative, as well as formal and informal local and community level leaders (Refugee Welfare Council and Local Council).

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[18] Arua Business Directory is provided in Annex 8
[19] Key Informant Lists can be found in Annex 7
[20] Examples of respondents per category provided are not exhaustive of all possible respondents per category

2. **NGOs and UN agencies**: NGOs and UN agencies are critical system and market actors particularly in refugees hosting districts like Arua/Madi Okollo and Isingiro, supporting a range of activities and sectors in the both the settlements and host communities. Given the nature of this research, agencies supporting and working in the livelihood and agriculture sector such as UN FAO and WFP, will be sought for questions related to agricultural markets and food access as well as asked about their current social protection platforms. Respondents from the international NGO, *CARE* will be contacted as CARE currently implements livelihoods programming under UNHCR in Arua/Madi Okollo and Isingiro.

3. **Private Sector Businesses, Associations and Cooperatives**: Business, cooperatives and associations will be targeted based upon critical sectors highlighted by the Uganda Investment Authority. This research will also leverage participants of a 2019 Economic and Market study conducted by ILO to assess how these actors' involvement in key district level economic sectors had been impacted by COVID-19.

Within KII research, 30 KIIs is an average amount needed in order to reach data saturation. With this in mind, 30 KIIs will be set as the sampling frame and this total will be distributed to achieve an equal representation from across Isingiro and Arua/Madi Okollo districts (15 KIIs each). Networks have been explored to build our contact base and the 15 KIIs per district are distributed by a combination of access to contacts as well as the intention to achieve equal representation across refugee and host communities and an equal gender divide among respondents. A range of voices will be captured, including female respondents which we anticipate will be most prevalent among the UN/NGO workers.

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Table 3. Proposed breakdown of in-depth interviews per location and type

	Location	Method	Example Sample (not exhaustive)	Preliminary RQs (not exhaustive)
			ARUA	
Technical Knowledge Base	Business Associations and Cooperatives	6 KI Interviews	Dry Cassava Wholesaler; Edrayo Livestock Market - Buyers; West Nile Broadcasting Services Ltd; Flaminio Vocational Training Centre; Centenary Bank	What is the impact of the COVID-19 pandemic and associated public health and containment measures on businesses' stability and formal and informal labour markets' hiring power within Uganda?
	UN/International and Local NGOs	7 KI Interviews; Aim 50/50 gendered representation	Food and Agriculture Organization of the United Nations (FAO); UNICEF; WFP; UNHCR; Rural Initiative for Community Empowerment in West Nile (RICE WN); Enabel; Danish Refugee Council	What aspects must be present in humanitarian and development livelihoods and labour programmes to meet the needs of refugee and host community members and businesses in Isingiro and Arua/Madi Okollo districts of Uganda amidst changes brought on by the COVID-19 pandemic?
	Government and Community Leadership	2 KI Interviews	OPM; Chief Administrative Officer (CAO); Deputy Chief Administrative Officer (DCAO); Deputy Commercial Officer (DCO) District Production Officer, District Education Officer and District Labour Officer	What aspects should be considered for addition to government social protection programs to meet the needs of refugee and host community members and businesses in Arua and Madi Okollo districts amidst changes brought on by the COVID-19 pandemic?
			INSINGIRO	
Technical Knowledge Base	Local Business Owners and Associations	6 KI Interviews	Ankole Farmers and Traders Association; Nsamizi Training Institute; UGAFODE - UGAFODE Microfinance Limited	What is the impact of the COVID-19 pandemic and associated public health and containment measures on businesses' stability and formal and informal labour markets' hiring power within Uganda?
	UN/International and Local NGOs	6 KI Interviews; Aim 50/50 gendered representation	FAO, UNHCR, Finnish Refugee Council	What aspects must be present in humanitarian and development livelihoods and labour programmes to meet the needs of refugee and host community members and businesses in Isingiro amidst changes brought on by the COVID-19 pandemic?
	Government and Community Leadership	3 KI Interviews	OPM; Chief Administrative Officer (CAO); Deputy Chief Administrative Officer (DCAO); District level government District Production Officer, District Education Officer and District Labour Officer (DLG) officials	What aspects should be considered for addition to government social protection programs to meet the needs of refugee and host community members and businesses in Isingiro and Arua/Madi Okollo districts of Uganda amidst changes brought on by the COVID-19 pandemic?
			15 KIIs per District; 30 KIIs in Total, approximated as KIIs will need to reach saturation	

3.4 Data Processing & Analysis

Quantitative Data Processing and Analysis

Data will be collected in KOBO toolbox. After each daily round of data is received, the data will be checked for missing values, errors inconsistencies, and major outliers and the Senior Field Officer will follow-up with enumeration staff as necessary to correct any issues that arise.[21] If any unresolvable issues are identified, the record will be removed from the master dataset before the analysis stage. The data will be cleaned and analysed using R and Microsoft Excel, based on the data analysis plans (found in Annex 1 of this TOR) and will undergo validation in-country and from IMPACT's technical backstopping team in Geneva to ensure validity.

Qualitative Data Processing and Analysis

Qualitative interviews will be transcribed by the Senior Field Officer and Technical Specialist and checked for clarity and cultural context in review with field staff. Transcripts will be typed in Microsoft Word and constant comparative analysis will be utilized between both the Technical Specialist and the Senior Field Officer to identify key themes. Data will be populated into an IMPACT Data Saturation Grid and reviewed by IMPACT Research Team in Geneva.

3. Roles and responsibilities

Table 2: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
Research design	*Assessment Specialist*	*Country Coordinator*	*Technical Specialist*	*Senior Field Officer*
Supervising data collection	*Senior Field Officer*	*Assessment Specialist*	*Country Coordinator*	*Technical Specialist*
Data processing (checking, cleaning)	*Data Officer*	*Senior Field Officer*	*Assessment Specialist*	*Country Coordinator*
Data analysis	*Assessment Specialist*	*Assessment Specialist*	*Technical Specialist*	*Country Coordinator*
Output production	*Assessment Specialist*	*Assessment Specialist*	*Technical Specialist*	*Country Coordinator*
Dissemination	*Assessment Specialist*	*Assessment Specialist*	*Technical Specialist*	*Country Coordinator*
Monitoring & Evaluation	*Assessment Specialist*	*Country Coordinator*	*Technical Specialist*	*Senior Field Officer*
Lessons learned	*Assessment Specialist*	*Country Coordinator*	*Technical Specialist*	*Senior Field Officer*

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*

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[21] IMPACT Data Cleaning and Quality Assurance Checklist

4.Data Analysis Plan- Household Survey

Research questions	IN #	Data collection method	Indicator group / sector	Indicator / Variable	Questionnaire Question	Questionnaire Responses	Data Collection Level	Sampling Level	#Maps Planned
					HH DEMOGRAPHICS				
	A1	HH Interview	Metadata		In which district is this interview taking place?	List of Districts in Isingiro and Arua/Madi Okollo	HH	quota-based proportional to size sample	1
	A2	HH Interview	Metadata		Does your HH live in a refugee settlement or as part of the host community?	Refugee settlement/host community	HH	quota-based proportional to size sample	1
	A3	HH Interview	Metadata		Are you the household head, or can you answer for the whole household on behalf of the head of household?	Yes/No	HH	quota-based proportional to size sample	0
	A4	HH Interview	Demographics	% of HoH by marital status	What is the marital status of the head of household?	Married/single/divorced/widowed/no answer	HH	quota-based proportional to size sample	0
	A5	HH Interview	Demographics	% of HH by sex of HoH	Sex of the head of the household	Male/Female	HH	quota-based proportional to size sample	1
	A6	HH Interview	Demographics	% of HH by age of HoH	Age of the head of the household	Integer	HH	quota-based proportional	0

							HH	to size sample	
A 7	HH Interview	Demographics	% of HH by highest education of HoH	What is the highest level of formal education that the head of the household has reached?			HH	quota-based proportional to size sample	0
					No formal education		HH	quota-based proportional to size sample	0
					Incomplete primary school		HH	quota-based proportional to size sample	0
					Completed primary school		HH	quota-based proportional to size sample	0
					Incomplete secondary school		HH	quota-based proportional to size sample	0
					Completed secondary school		HH	quota-based proportional to size sample	0
					Incomplete university		HH	quota-based proportional to size sample	0

					Completed university	HH	quota-based proportional to size sample		0
					Incomplete professional degree (nursing, teaching, etc.)	HH	quota-based proportional to size sample		0
					Incomplete vocational training	HH	quota-based proportional to size sample		0
					Completed vocational training	HH	quota-based proportional to size sample		0
	A8	HH Interview	Demographics	% of HH by years spent in Uganda	When was your household displaced to Uganda?	date	HH	quota-based proportional to size sample	0
	A9	HH Interview	Demographics	% of HH by HH size	How many individuals, including yourself, are part of your household?	integer	HH	quota-based proportional to size sample	0
				INCOME AND LIVELIHOODS					
What is the impact of the COVID-19 pandemic and associated public health and containment measures	B1	HH Interview	Income	Baseline of HH members earning money pre-Covid	Of the people in your household, how many members in your household were working	integer	HH	quota-based proportional to size sample	0

on refugees' and host communities' jobs, access to income, and ability to meet basic needs in Isingiro and Arua/Madi Okollo districts of Uganda?				and earning money prior to COVID-19 (in March 2020 or earlier)?					
	B2	HH Interview	Income	Baseline of female HH members earning money pre-Covid	Of those members who were working and earning money prior to COVID-19 (in March 2020 or earlier), how many were women?	integer	HH	quota-based proportional to size sample	0
	B3	HH Interview	Income	Baseline of disabled HH members earning money pre-Covid	Of those members who were working and earning money prior to COVID-19 (in March 2020 or earlier), how many had physical or mental disabilities?	integer	HH	quota-based proportional to size sample	0
	B4	HH Interview	Income	%of HH with male earners by change in male earning status	Of the men who were working and earning money prior to COVID-10, how many are currently …	working and earning the same amount as before COVID-19	HH		1
						working but earning less than before COVID-19	HH		0

					working and earning more than before COVID-19	HH		0
					on paid leave	HH		0
					lost their income source permenantly	HH		0
					lost their income source temporarily	HH		0
B5	HH Interview	Income	%of HH with female earners by change in female earning status	Of the women who were working and earning money prior to COVID-10, how many are currently …	working and earning the same amount as before COVID-19	HH		1
					working but earning less than before COVID-19	HH		0
					working and earning more than before COVID-19	HH		0
					on paid leave	HH		0
					lost their income source permenantly	HH		0
					lost their income source temporarily	HH		0
B6	HH Interview	Income	%of HH with disabled earners by change in disabled earning status	Of the disabled individuals (male or female) who were working and earning money prior to COVID-10, how many are currently …	working and earning the same amount as before COVID-19	HH		1

					working but earning less than before COVID-19	HH		0
					working and earning more than before COVID-19	HH		0
					on paid leave	HH		0
					lost their income source permenantly	HH		0
					lost their income source temporarily	HH		0
B7	HH Interview	Income	%HH by how COVID-19 has impacted male breadwinners' income	Which statement describes how COVID-19 has affected the amount of money that male breadwinners in your house make…	money earned has increased by up to 25% due to COVID	HH	quota-based proportional to size sample	1
					money earned has increased between 26%-50% due to covid	HH	quota-based proportional to size sample	0
					money earned has increased between 51%-75% due to covid			0
					money earned has increased 76% or more due to covid			0
					money earned has remained the same	HH	quota-based proportional to size sample	0
					money earned has decreased by up to 25% due to COVID	HH	quota-based proportional to size sample	0
					money earned has decreased between 26%-50% due to covid			0

					money earned has decreased between 51%-75% due to covid			0
					money earned has decreased 76% or more due to covid	HH	quota-based propor tional to size sampl e	0
					prefer not to answer	HH	quota-based propor tional to size sampl e	0
B8	HH Interv iew	Livelihoods &Income	%HH by how COVID-19 has impacte d female breadwi nners' income	Which statement describes how COVID-19 has affected the amount of money that female breadwinn ers in your house make…	money earned has increased by up to 25% due to COVID	HH	quota-based propor tional to size sampl e	1
					money earned has increased between 26%-50% due to covid	HH	quota-based propor tional to size sampl e	0
					money earned has increased between 51%-75% due to covid			0
					money earned has increased 76% or more due to covid			0
					money earned has remained the same	HH	quota-based propor tional to size sampl e	0
					money earned has decreased by up to 25% due to COVID	HH	quota-based propor tional to size sampl e	0
					money earned has decreased between 26%-50% due to covid			0

					money earned has decreased between 51%-75% due to covid			0
					money earned has decreased 76% or more due to covid	HH	quota-based propor tional to size sampl e	0
					prefer not to answer	HH	quota-based propor tional to size sampl e	0
B 9	HH Interv iew	Livelihoods &Income	%HH by reason for loss of job and/or income	Why did a member or members of your household lose a job or income source during the COVID-19 pandemic ?	Travel restrictions (local transportation was banned)	HH	quota-based propor tional to size sampl e	0
					Border closures	HH	quota-based propor tional to size sampl e	0
					household member got sick with COVID-19			0
					household member got sick with an illness that is not COVID-19			0
					quit job due to concerns over covid 19	HH	quota-based propor tional to size sampl e	0
					employer could not afford to pay	HH	quota-based propor tional to size sampl e	0
					Other	HH	quota-based propor	0

								tional to size sample	
B10	HH Interview	Income	%of households by # of underemployed members	How many members of your household are not earning but money now but want to earn money and could work if given a chance?	integer	HH	quota-based proportional to size sample	0
B11	HH Interview	Income	%HH by most useful income support	Which of the following would be THE MOST useful in supporting household members who want to work in finding additional work?	Training (of any kind)	HH	quota-based proportional to size sample	0
					Start up capital (grant)	HH	quota-based proportional to size sample	0
					Equipment (in kind)	HH	quota-based proportional to size sample	0
					Mentorship/ information	HH	quota-based proportional to size sample	0
					Loan/ microfinance	HH	quota-based propor	0

							tional to size sample	
					Marketing support/ networking	HH	quota-based proportional to size sample	0
					Other	HH	quota-based proportional to size sample	0
					I don't know or don't want to answer	HH	quota-based proportional to size sample	0
B12	HH Interview	Income	%HH employed by sector prior to COVID-19	In the last 12 months, in what sector was the head of the household primarily working?	transport	HH	quota-based proportional to size sample	0
					agriculture farming	HH	quota-based proportional to size sample	0
					agriculture trade	HH	quota-based proportional to size sample	0
					NGO or social work	HH	quota-based proportional to size sample	0
					forestry	HH	quota-based	0

		propor tional to size sampl e	
tourism and hospitality	HH	quota- based propor tional to size sampl e	0
health	HH	quota- based propor tional to size sampl e	0
domestic work	HH	quota- based propor tional to size sampl e	0
tailoring	HH	quota- based propor tional to size sampl e	0
government	HH	quota- based propor tional to size sampl e	0
small business service	HH	quota- based propor tional to size sampl e	0
small business sales	HH	quota- based propor tional to size sampl e	0
Other	HH	quota- based propor tional to size	0

							sampl e	
					None	HH	quota-based propor tional to size sampl e	0
B 1 3	HH Interv iew	Income	%of HH operatin g as busines s owners in formal econom y	Is the business owned by your head of household registered ?	Yes/No/Don't know/Not applicable/Prefer not to answer			0
B 1 4	HH Interv iew	Income	%HH by whether their main income source changed due to COVID-19	During the COVID-19 lockdown, did your household continue to earn money through the main income sector listed above, or did you have to try to earn money through a different source?	Continued to earn money through previous main sector	HH	quota-based propor tional to size sampl e	0
					Changed main sector to earn or receive money through a different source	HH	quota-based propor tional to size sampl e	0
					Did not earn money during the lockdown period	HH	quota-based propor tional to size sampl e	0
B 1 5	HH Interv iew	Income	%HH by new income source acquired due to	What main sector did your household change to	transport	HH	quota-based propor tional to size	0

				COVID-19	in order to earn or receive money during the COVID-19 lockdown period?			sample	
						agriculture farming	HH	quota-based proportional to size sample	0
						agriculture trade	HH	quota-based proportional to size sample	0
						NGO or social work	HH	quota-based proportional to size sample	0
						forestry	HH	quota-based proportional to size sample	0
						tourism and hospitality	HH	quota-based proportional to size sample	0
						health	HH	quota-based proportional to size sample	0
						domestic work	HH	quota-based proportional to size sample	0
						tailoring	HH	quota-based	0

							proportional to size sample	
						HH	quota-based proportional to size sample	
					government	HH	quota-based proportional to size sample	0
					small business service	HH	quota-based proportional to size sample	0
					small business sales	HH	quota-based proportional to size sample	0
					Other	HH	quota-based proportional to size sample	0
					None	HH	quota-based proportional to size sample	0
B16	HH Interview	Income	%HH with main income source changed since end of lockdown	Now that the lockdown has been lifted, did the sector in which your household primarily earns income change again?	Yes/No/Don't know/Not applicable/Prefer not to answer	HH	quota-based proportional to size sample	0
B17	HH Interview	Income	%HH by new income source acquired	In what sector does the head of the	transport	HH	quota-based proportional to size	0

			post lockdown	household work in now?				sample	
					agriculture farming	HH		quota-based proportional to size sample	0
					agriculture trade	HH		quota-based proportional to size sample	0
					NGO or social work	HH		quota-based proportional to size sample	0
					forestry	HH		quota-based proportional to size sample	0
					tourism and hospitality	HH		quota-based proportional to size sample	0
					health	HH		quota-based proportional to size sample	0
					domestic work	HH		quota-based proportional to size sample	0
					tailoring	HH		quota-based proportional to size sample	0

						HH	quota-based proportional to size sample	
					government			0
						HH	quota-based proportional to size sample	
					small business service			0
						HH	quota-based proportional to size sample	
					small business sales			0
						HH	quota-based proportional to size sample	
					Other			0
						HH	quota-based proportional to size sample	
					None			0
B18	HH Interview	Income	%HH by average monthly income pre Covid-19	What was your households average monthly income before Covid-19?	integer			0
B19	HH Interview	Income	%HH by average monthly income post Covid-19	What is your households average monthly income now?	interger			0
B20	HH Interview	Income	%HH by livelihoods challenges	What primary challenges does your household face in earning cash to	No particular challenge or issue	HH	quota-based proportional to size sample	0

					support the household ?				
						Lack of work opportunities	HH	quota-based proportional to size sample	0
						Low wages	HH	quota-based proportional to size sample	0
						Lack of credit to start or continue a business	HH	quota-based proportional to size sample	0
						Competing domestic duties	HH	quota-based proportional to size sample	0
						Lack of skills/qualifications	HH	quota-based proportional to size sample	0
						Lack of security and safety to work	HH	quota-based proportional to size sample	0
						Competition with other businesses is too high	HH	quota-based proportional to size sample	0
						Cannot speak the local language	HH	quota-based proportional to size	0

		sampl e	
Health problems	HH	quota-based propor tional to size sampl e	0
Transportation challenges	HH	quota-based propor tional to size sampl e	0
Seasonality (rainfall, drought, etc.)	HH	quota-based propor tional to size sampl e	0
Other	HH	quota-based propor tional to size sampl e	0
I don't know or don't want to answer	HH	quota-based propor tional to size sampl e	0
Some household members worked for food only:	HH	quota-based propor tional to size sampl e	0
Competition with other businesses is too high	HH	quota-based propor tional to size sampl e	0
Cannot speak the local language	HH	quota-based propor tional to size sampl e	0

					Health problems	HH	quota-based propor tional to size sampl e	0
					Transportation challenges	HH	quota-based propor tional to size sampl e	0
					Seasonality (rainfall, drought, etc.)	HH	quota-based propor tional to size sampl e	0
					Other	HH	quota-based propor tional to size sampl e	0
				WORK PLACE PROTEC TIONS				
What is the impact of the COVID-19 pandemic and associated public health and containment measures on refugees' and host communities' livelihoods, access to income, and ability to meet basic needs in Isingiro	C 1	HH Interv iew	Livelihoods &Income	%of HH operating as business owners in formal economy	Does your HH or business contribute to NSSF?	Yes/No/Don't know/Not applicable/Prefer not to answer		quota-based propor tional to size sampl e	0
	C 2	HH Interv iew	COVID-19 Social Protections	% of HH who have health insuranc e	Do the primary breadwinn ers of your household have any health insurance (or receive subsidize d health services)?	Yes/No/Don't know/Not applicable/Prefer not to answer	HH	quota-based propor tional to size sampl e	0

and Arua/Madi Okollo districts of Uganda?	C3	HH Interview	COVID-19 Social Protections	% of farming HHs who have farmers insurance	Do those in your household who farm have any farmers insurance?	Yes/No/Don't know/Not applicable/Prefer not to answer		quota-based proportional to size sample	0
	C4	HH Interview	COVID-19 Social Protections	% of HH by precautions for COVID-19 taken at workplace	What specific measures have been taken at the workplaces of those household members who work and earn money to minimize the risk of coronavirus disease (Covid-19)?	Disinfection	HH	quota-based proportional to size sample	0
						Frequent hand washing	HH	quota-based proportional to size sample	0
						Provided protection equipment (mouth masks, gloves, etc.)	HH	quota-based proportional to size sample	0
						Enforced distancing	HH	quota-based proportional to size sample	0
						Reduced number of people	HH	quota-based proportional to size sample	0
						None	HH	quota-based proportional	0

							to size sample	
					don't know	HH	quota-based proportional to size sample	0
					encourages employees to stay home if feeling sick			0
					other	HH	quota-based proportional to size sample	0
				VOCATIONAL EDUCATION				
What is the impact of the COVID-19 pandemic and associated public health and containment measures on refugees' and host communities' livelihoods, access to income, and ability to meet basic needs in Isingiro and Arua/Madi Okollo districts of Uganda?	D 1	HH Interview	Vocational Education	%HH by livelihoods association	In which work-related groups, if any, do household members currently participate?	Business Association	HH	quota-based proportional to size sample	0
						Farmer field school (FFS)/Pastoral Field School(PFS)	HH	quota-based proportional to size sample	0
						Farmer's group	HH	quota-based proportional to size sample	0
						Livestock association	HH	quota-based proportional to size sample	0
						SACCO	HH	quota-based proportional to size	0

							sampl e	
					Village saving and loans association (VSLA)	HH	quota-based propor tional to size sampl e	0
					Women's economic group	HH	quota-based propor tional to size sampl e	0
					Youth economic group	HH	quota-based propor tional to size sampl e	0
					None	HH	quota-based propor tional to size sampl e	0
					Other	HH	quota-based propor tional to size sampl e	0
					I don't know or don't want to answer	HH	quota-based propor tional to size sampl e	0
D 2	HH Interv iew	Vocational Education	% of HH pursuing adult livelihoo ds educatio n before COVID-19	Prior to March 2020, were any adult members of your HH receiving regular education to further their career, such as	Yes/No/Don't know/Not applicable/Prefer not to answer	HH	quota-based propor tional to size sampl e	0

				trade school, an apprenticeship or secondary schooling?				
D3	HH Interview	Vocational Education	% of HH who were pursuing adult livelihoods education who plan to continue adult livelihoods education post-COVID-19	Do you believe those household members will continue the education that they started?	Yes/No/Don't know/Not applicable/Prefer not to answer	HH	quota-based proportional to size sample	0
D4	HH Interview	Vocational Education	%HH who were pursuing adult livelihoods education who are no longer pursuing adult livelihoods education by reason why	Why not?	cannot afford	HH	quota-based proportional to size sample	0
					finished education			0
					too far away			0
					education provider has not yet resumed			0
					education provider will never resume			0
					concern in catching covid 19			0
					Other			0
					No response			0

					Don't know				0
				MOVEME NT AND SOCIAL TENSION S					
What is the impact of the COVID-19 pandemic and associated public health and containment measures on socio-economic environment and relative social cohesion between host community and displaced populations in Isingiro and Arua/Madi Okollo districts of Uganda?	E 1	HH Interv iew	Movement s and Social Cohesion	% of HH reportin g increase d commun ity-level risks for social dis-cohesio n	Compared to the situation prior to COVID-19, have their been increased tensions, such as more family violence, more crime or stealing food, or more fighting within your communit y?	Yes/No/Don't know/Not applicable/Prefer not to answer	HH	quota-based propor tional to size sampl e	1
	E 2	HH Interv iew	Movement s and Social Cohesion	% of HH who reported increase d commun ity-level tension by reason for social dis-cohesio n	What is causing the tension?	Fighting over jobs	HH	quota-based propor tional to size sampl e	0
						Tribal fighting	HH	quota-based propor tional to size sampl e	0
						Nationalities fighting	HH	quota-based propor tional to size sampl e	0

				increased competition for jobs			
				Tensions from reduced income	HH	quota-based proportional to size sample	0
				Anxiety between people around becoming sick	HH	quota-based proportional to size sample	0
				Blame between groups for spread of covid	HH	quota-based proportional to size sample	0
				Other	HH	quota-based proportional to size sample	0
				I don't know	HH	quota-based proportional to size sample	0
				Prefer not to say	HH	quota-based proportional to size sample	0
				End of Survey			

4.1 Data Analysis Plan- Enterprise Survey

Research questions	IN#	IN#	Indicator group / sector	Indicator / Variable	Questionnaire Question	Questionnaire Responses	Sampling Level	#Maps Planned
	A	1	Demographics	% of enterprises by location	Where is your enterprise located? If your enterprise has multiple locations please provide the district where the headquarters or primary location is	List of Districts	quota-based proportional to size sample	0
	A	2	Demographics	%of enterprises by sector	Which sector is your business working in?	Agriculture/Farming/Fishing Chemicals & Plastics Construction Education Electronics & Electrical Equipment Financial Or Insurance Activities Food & Beverages Forestry/Wood/ Paper Products Information & Communication Hotel/Tourism Metal Fabrication & Machinery Mining & Refining Oil & Gas Real Estate Activities Restaurants Retail/Sales Textile, Garment, Leather, Apparel, footwear Transportation & Transportation	quota-based proportional to size sample	0

						Equipment Utilities Other (Specify)_____ _____		
	A	3	Demographics	% of enterprises by ownership type	Is your business publicly owned, privately owned or a public private partnership?	Private ownership Public ownership Public-Private partnership Union Other (specify) Cooperative Associations CBOs Companies limited by guarantee Companies limited by shares	quota-based proportional to size sample	0
	A	4	Demographics	% of enterprises by ownership gender	Is your business owned by a male or a female?	Male Female Joint ownership Don't know or don't want to reply	quota-based proportional to size sample	0

				Staffing Pre-Covid			
What is the impact of the COVID-19 pandemic and associated public health and containment measures on enterprises' stability, market prowess and formal and informal labour markets' hiring power within Uganda?	B	5	Pre-Covid	% of enterprises by male full-time employment pre covid	Approximately, how many male workers were employed FULL time by your company/enterprise in Feb. 2020?	integer	quota-based proportional to size sample	0
	B	6	Pre-Covid	% of enterprises by male part-time employment pre covid	Approximately, how many male workers were employed for less than three days per week by your company/enterprise in Feb. 2020?	integer	quota-based proportional to size sample	0
	B	7	Pre-Covid	% of enterprises by female full-time employment pre covid	Approximately, how many female workers were employed FULL time by your company/enterprise in Feb. 2020?	integer	quota-based proportional to size sample	0
	B	8	Pre-Covid	% of enterprises by female part-time employment pre covid	Approximately, how many female workers were employed for less than three days per week time by your company/enterprise in Feb. 2020?	integer	quota-based proportional to size sample	0
	B	9	Pre-Covid	% of enterprises by full time employment of disabled workers pre covid	Approximately how many workers with physical or mental disabilities were employed FULL time, by your enterprise in Feb. 2020?	integer	quota-based proportional to size sample	0
	B	10	Pre-Covid	% of enterprises by part time employment of disabled workers pre covid	Approximately how many workers with physical or mental disabilities were employed for less than three days per week by your enterprise in Feb. 2020?	integer	quota-based proportional to size sample	0
				Staffing Post Covid			

	C	1 1	Due to Covid	% of enterprises by male full-time employment post covid	Approximately, how many male workers are employed FULL time by your company/enterprise now?	integer	quota-based proportional to size sample	0
	C	1 2	Due to Covid	% of enterprises by male part-time employment post covid	Approximately, how many male workers are employed for less than three days per week by your company/enterprise now?	integer	quota-based proportional to size sample	0
What is the impact of the COVID-19 pandemic and associated public health and containment measures on enterprises' stability, market prowess and formal and informal labour markets' hiring power within Uganda?	C	1 3	Due to Covid	% of enterprises by female full-time employment post covid	Approximately, how many female workers are employed FULL time by your company/enterprise now?	integer	quota-based proportional to size sample	0
	C	1 4	Due to Covid	% of enterprises by female part-time employment post covid	Approximately, how many female workers are employed less than three days per week by your company/enterprise now?	integer	quota-based proportional to size sample	0
	C	1 5	Due to Covid	% of enterprises by workers employed full time who are disabled post covid	Approximately how many physically or mentally disabled workers are employed FULL time by your enterprise now ?	integer	quota-based proportional to size sample	0
	C	1 6	Due to Covid	% of enterprises by workers employed part time who are disabled post covid	Approximately how many physically or mentally disabled workers are employed less than three days per week by your enterprise now?	integer	quota-based proportional to size sample	0
	C	1 7	Due to Covid	% of enterprises who had to reduce salaries	Have you had to reduce any workers' salaries due to the impact of Covid19?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size	0

			due to COVID				sample
C	18	Due to Covid	% of enterprises who had to hire workers due to COVID-19	Have you had to hire additional staff, due to COVID-19, more than you had employed in Feb. 2020?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0
				Effect of Covid on Revenues and Business Operations			
D	19	Effect of Covid on Business and Revenues	% of business who remained fully opened during covid lockdown period	Has your business remained fully open since 1 March 2020, even during the lockdown period?	Yes/No/Partially open/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0
D	20	Effect of Covid on Business and Revenues	% of enterprises interviewed by operations status	How is your business currently operating?	Fulltime operations on site until curfew time Fulltime operations on site but reduced hours Fulltime operations remote (teleworking) Partially on site and partially remote until curfew time Partially on site and partially remote with reduced hours Partial operations on site but no remote work Partially oeprations remotely but no on-site work Not Operating	quota-based proportional to size sample	0

	D	2 1	Effect of Covid on Business and Revenues	% of enterprises by positive financial impact due to COVID 19	Did revenues and sales for your business increase due to COVID 19? If so, by how much did they increase, approximately?	Yes, revenues increased by 75% or more Yes, revenues increased by 50%-74% Yes revenues increased by 25-49% Yes revenues increased by 11-24% Yes revenues increased 10% or less Revenues did not increase Not applicable Don't know/prefer not to answer	quota-based proportional to size sample	0
	D	2 2	Effect of Covid on Business and Revenues	% of businesses by top three benefits from covid	What are the top three benefits your enterprise is currently experiencing due to COVID 19?	Increased customer demand employees are more efficient due to teleworking transportation has become more efficient gov. benefits have given greater support community organizations have provided more support NGOs have provided more support Family has been available to support the business more Reduced operating costs Services in greater demand since COVID-19 None other (specify)	quota-based proportional to size sample	0

	D	2 3	Effect of Covid on Business and Revenues	% of enterprises by negative financial impact due to COVID 19	Did revenues and sales for your business decrease due to COVID 19? If so, by how much did they decrease, approximately?	Yes, revenues decreased by 75% or more Yes, revenues decreased by 50%-74% Yes revenues decreased by 25-49% Yes revenues decreased by 11-24% Yes revenues decreased 10% or less Revenues did not decrease Not applicable Don't know/prefer not to answer	quota-based proportional to size sample	0
	D	2 4	Effect of Covid on Business and Revenues	% of businesses by top three challenges from covid19	Which are the top three challenges your enterprise currently faces resulting from Covid19?	Work hours are reduced due to curfew Cash flow to maintain staff and business operations is inadequate Workers are absent from work due to illness and/or government orders Raw materials are not available or have become too expensive disrupting operations Suppliers are unable to provide inputs Business partners have been badly affected and are not operating normally Customers clients have	quota-based proportional to size sample	0

					been affected and demand is lower than normal Soft loans from government are more available Delaying the loan repayment/loan rescheduling from financial instructions Others, please specify _____		
	D	2 5	Effect of Covid on Business and Revenues	% of enterprises by reported level of business disruption due to covid 19	What has been the level of disruption to your business operations ?	High Medium Low Not applicable Don't know/prefer not to answer	quota-based proportional to size sample	0
	D	2 6	Effect of Covid on Business and Revenues	% of enterprises by reported negative financial impact due to COVID 19	What has been the level of negative financial impact on your business' revenue or sales ?	High Medium Low Not applicable Don't know/prefer not to answer	quota-based proportional to size sample	0
	D	2 7	Effect of Covid on Business and Revenues	% of enterprises who changed operations due to COVID-19	Did you change your business operations or service delivery to protect your enterprise against Covid19?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0
	D	2 8	Effect of Covid on Business and Revenues	% of businesses by change in operations due to covid 19	What particular business operations did you change?	Closed physical location Started to provided delivery services to customers Allowed staff to work from home Documented SOPs to be in compliant with health and	quota-based proportional to size sample	0

					safety regulations Moved trade/sales online Began Home deliveries Only prepared items on order as opposed to preparing head Sold items cheaper to avoid losses Stocked fewer items/bought fewer inputs other (specify)		
	D	2 9	Effect of Covid on Busine ss and Revenu es	% of enterprises by coping strategies employed to offset low revenue	How did your business/enterprise cope with periods of low sales/revenues?	Strategies to reduce expenditure Reduced staffing and/or lowered salaries Strategies to develop new income/ profit opportunities Sale of assets Sought out new loans/grants/fin ancial support Defaulted on payments (e.g. not paid rent)	quota-based propo rtional to size sampl e	0
					Support			
	E	3 0	Challen ges and Suppor t	% of enterprises by access to emergency funding support	Do you have access to funding (e.g. cash in hand, savings) or access to alternative/external sources (e.g. loans or grants) of funding to help the business recover?	Yes, access to credit/loans/gra nts Yes access to cash on hand Yes access to savings Yes to more than one of these No access	quota-based propo rtional to size sampl e	0
	E	3 1	Challen ges and Suppor t	% of enterprises by access to sufficient emergency	Is the funding/credit amount available sufficient?	Yes/No/Don't know/Not applicable/Prefe r not to answer	quota-based propo rtional to size	0

				funding support			sample	
	E	3 2	Challenges and Support	% of enterprises by supports needed	What development support does your business need to recover from the impact of Covid19?	Advice on preventing infections while maintaining business operations Advice on business continuity planning Advice on diversification of products and sales channels Training on business management Online worker training Legal advice on application of labour regulations during crisis Advice on local government business laws and regulations Financial management and access to credit Customer engagement Creating a pandemic ready business Other specify _____ ____	quota-based proportional to size sample	0

	E	3 3	Challen ges and Suppor t	% of enterprises by governmen t supports needed	What government support do you need to recover from the impact of Covid19?	More information on transmission and spread of the virus / More clarity on official measures to contain the crisis / Supplies of PPE (masks, thermometers, sanitizers etc.) / Legal advice on application of labour laws and regulations during crisis / Access to cash / short-term finance / Price controls of critical goods / Defer payments of utilities, social security contributions, loans or taxes / Extension of social protection for workers / Other specify _____ / Does not require/want support from the government	quota- based propo rtional to size sampl e	0
	E	3 4	Challen ges and Suppor t	% enterprises aware of support by implementi ng agency	Are you aware of any support for enterprises/small business/informal sector that is being implemented by….	Government? Donor, civil and religious communities? Private sector?	quota- based propo rtional to size sampl e	0
	E	3 5	Challen ges and Suppor t	% of enterprises who have received support from an	Have you received any such assistance?	Yes/No/Don't know/Not applicable/Prefe r not to answer	quota- based propo rtional to size	0

				implementing agency			sample
E	3 6	Challenges and Support	% of enterprises by type of support received	What assistance have you received?	Information on transmission and spread of the virus relative to businesses Clarity on official measures to contain the crisis while operating an enterprise Supplies of PPE (masks, thermometers, sanitizers etc.) Legal advice on application of labour laws and regulations during crisis Access to cash / short-term finance Price controls of critical goods Defer payments of utilities, social security contributions, loans or taxes Extension of social protection for workers Other specify _____ _____	quota-based proportional to size sample	0
E	3 7	Challenges and Support	% of respondents satisfied with assistance received	Were you satisfied with the assistance you received?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0
				Formal vs. Informal Business			
B	3 8	Formal v.	% of enterprises insured	Was your business insured before the Covid19 crisis occurred?	Yes/No/Don't know/Not	quota-based propo	0

			Informal	before COVID-19		applicable/Prefer not to answer	rtional to size sample
E	3 9	Formal v. Informal	% of enterprises by type of insurance currently owned	What type of insurance do you have now?	General Liability Insurance Property Insurance Business owner's policy (BOP) Worker's Compensation Professional Liability Insurance Renter's Insurance Home-based businesses Product liability insurance Business interruption insurance None Don't know or dont want to answer	quota-based proportional to size sample	0
E	4 0	Formal v. Informal	% of enterprises with KRA PIN	Does the business have a URA (Uganda Revenue Authority) TIN (Tax Identification Number) ?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0
E	4 1	Formal v. Informal	% of enterprises with valid training liscense	Does your business have a valid trading license?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0
E	4 2	Formal v. Informal	% of enterprises registered	Is the business registered at Uganda Registration Services Bureau (URSB)?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0

E	4 3	Formal v. Informal	% of enterprises interviewed that offer medical insurance	Does your business offer employees medical insurance?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0
Social Protections							
E	4 4	Social Protections	% of enterprises who are aware of workers and families being infected with COVID-19	Do you know any family members or co-workers who have been sick with COVID 19 either now or since the pandemic began?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0
E	4 5	Social Protections	% of enterprises with access to PPE	Does your enterprise have access to sanitizers and other personal protective equipment and products?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0
E	4 6	Social Protections	% of businesses by purchaser of PPE	Can your business afford to supply sanitizers and other personal protective equipment and products to its workers or do you purchase the personal protective equipment and products with your own personal money?	Business supplies PPE Purchase PPE with own money Don't know Prefer not to answer	quota-based proportional to size sample	0
Future of Enterprise							
F	4 7	Future	% to enterprises planning to dismiss workers	Is there a possibility that your business will need to reduce employees' salaries or reduce the number of workers due to changes from COVID 19?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0
F	4 8	Future	% planning to employ more workers due to covid 19	Do you plan to employ more workers due to Covid19 or re-hire ones you lost?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0

	F	4 9	Future	% of business that anticipated being fully operational over coming 6 mos	Do you anticipate that your business will remain fully operational over the coming 6 months?	Yes/No/Don't know/Not applicable/Prefer not to answer	quota-based proportional to size sample	0
	F	5 0	Future	% of enterprises by time it would take to restore operations	Once COVID is no longer prevalent, how long would estimate that it would take your enterprise to fully restore operations?	Less than a week Between a week and one month Between one and three months Between three and 6 months More than 6 months Considering closing temporarily Considering closing permanently	quota-based proportional to size sample	0
					End of Survey			

5. Data Management Plan

Detailed Data Management is available upon request

6. Monitoring & Evaluation Plan

IMPACT Objective	External M&E Indicator	Internal M&E Indicator	Focal point	Tool	Will indicator be tracked?
Humanitarian stakeholders are accessing IMPACT 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		□ 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		□ 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		□ 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	*NA*
		# references in single agency documents			*PROSPECTS 2021 Strategy document; ILO country strategy plan for Uganda*
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	Perceived relevance of IMPACT country-programs	Country team	Usage_ Feedback *and* Usage_ Survey template	*Usage survey to be conducted at the end of the research cycle related to all internal/donor outputs targeting 3 individuals who are country-level employees of ILO*
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			
		Perceived capacity of IMPACT staff			*Usage survey to be conducted at the end of the research cycle*
		Perceived quality of outputs/programs			

	strategic plans, etc.) directly informed by IMPACT products	Recommendations to strengthen IMPACT programs			*related to all publicly shared outputs, targeting at least 10 individuals who are globally connected to ILO*
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	Engage ment_lo g	□ Yes NA
		# of organisations/clusters inputting in research design and joint analysis			□ Yes NA
		# of organisations/clusters attending briefings on findings;			□ Yes NA

Annex 1: Documents Reviewed for SDR

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Annex 2: Qualitative Key Informant Interview- Guide for Businesses/Enterprises/Associations/Cooperatives

	Question	Response
	Date of Interview	
	Location of Interview	
	Name of Interviewer	
1.0	**Background**	
1.1	Organization Name	
1.2	Organization Type	• Business • Association • Cooperative • Other
1.3	Sector	▪ Agriculture/Farming/Fishing ▪ Metal Fabrication & Machinery ▪ Chemicals & Plastics ▪ Mining & Refining ▪ Construction ▪ Oil & Gas ▪ Education ▪ Real Estate Activities ▪ Electronics & Electrical Equipment ▪ Restaurants ▪ Financial Or Insurance Activities ▪ Retail/Sales ▪ Food & Beverages ▪ Textile, Garment, Leather, Apparel, footwear ▪ Forestry/Wood/Paper Products ▪ Transportation & Transportation Equipment ▪ Information & Communication ▪ Utilities ▪ Hotel/Tourism ▪ Other (Specify)_____
1.4	Approx. Number of employees/Number of members	
1.5	Name	(Optional)
1.6	Title of Interviewee	
1.7	Phone	
1.8	Email	

1.9	Role / Experience	
1.10	Description of Services/ Work	
2.0	**Pre-COVID-19 Impact on Business and Economic Well-Being**	
2.1	Can you describe in more detail your services/work prior to COVID-19?	
2.2	Can you describe in more detail your overall sector prior to COVID-19 and the overall business environment? Probe: Did actors coordinate? Were prices stable? Was logistics a challenge?	
2.3	Do you believe prior to COVID-19 businesses in your sector were accommodating refugees or persons with disabilities in the community? If so, please explain how.	
2.4	Prior to COVID-19 did you have an existing partnerships with NGOs, UN agencies, or donors, if so please explain.	
2.5	Has your business ever participated in a formally organized training	
2.6	If so, please describe the training purpose	
2.7	Who organized this training?	Government, NGO, Vocational Institute, Informal, Other
3.0	**CURRENT OUTLOOK: COVID-19 Impact on Business and Economic Well-Being**	
3.1	Has COVID-19 impacted your business/members to date? If so, how? Has access to agricultural inputs changed? Has your ability to purchase supplies changes? Has transportation changed? Have there been changes in demand for your products/offtakers?	
3.2	What has been your organization's great challenge during this period as a result of COVID-19 and/or subsequent restrictions?	

	How would you quantify any income lost as a result of changes due to the pandemic?	
3.3	Has your organization (or your members) had to lay off any staff?	
3.4	Has your organization incurred additional costs as a result of COVID-19? If so, related to what?	
3.5	Has your organization had to reduce salaries as a result of business loss?	
3.6	Have you introduced new services or products in response to COVID-19? Probe: What was the impetus or thought process behind these services/products? Did this gap in products/services exist before COVID-19?	
3.7	How would you describe the current state of the sector in which you work, following changes due to the Covid 19 pandemic? Probe: Situation currently worsening, staying the same, or improving? Have changes fostered increased collaboration or reliance on other industry professionals? Have changes fostered more competition? In what ways?	
3.8	Has COVID-19 limited your ability to obtain access to finance?	
3.9	Is your organization satisfied with your current access to financial services? Do you have any type of insurances or access to finance? Insurance schemes?	
3.10	If no, what financial services do you need that aren't currently available to you?	
3.11	Has your organization recently applied for a loan?	

3.12	How have you protected your employees during the COVID-19 period? Probe: Does your enterprise have access to sanitizers and other personal protective equipment and products to protect employees?	
4.0	**FUTURE OUTLOOK: COVID-19 Impact on Business and Economic Well-Being**	
4.1	Short term What do you think the overall outlook is for your organization and your sector between now and the end of the year? Probe: Do you think conditions will stabilize, improve, or worsen? Do you expect any production or output shortfalls or reductions (agriculture)? If you are closed or reduced, how long would it take your enterprise to fully restore operations?	
4.2	Long Term Do you believe that COVID-19 will impact your business/members in 2021? Why/How? Do you expect any production or output shortfalls or reductions (agriculture)? What business development support do you need to recover from the impact of Covid19?	
4.3	What are your 3 greatest financial needs? Probe: For example low-interest loans, grants, labour/human resources, etc.	

4.4	What are your 3 greatest non-financial needs? Probe: For example product support, mentoring, training, etc.	
4.5	Business support What are government and non-government actors doing well in response to COVID-19 to support business and the economic well-being of Ugandans? What do you believe government and non-government actors should be doing to support business and the economic well-being of Ugandans? Are you aware of any support for enterprises/small business/informal sector that is being implemented by Government, Donor, civil and religious communities, Private sector? Have you received any such assistance?	
4.6	Refugees What are government and non-government actors doing well in response to COVID-19 to support business and the economic well-being of refugees living in Uganda? What do you believe government and non-government actors should be doing to support business and the economic well-being of refugees living in Uganda?	

Annex 3: Qualitative Key Informant Interview- Guide for Government Officials

	Question	Response
	Date of Interview	
	Location of Interview	
	Name of Interviewer	
1.0	**Background**	
1.1	Organization Name	
1.2	Organization Type	• OPM • National Level Ministry • District Level Government • Other
1.3	What department/ministries do you support?	
1.4	Name	
1.5	Title	
1.6	Phone	
1.7	Email	
1.8	Role / Experience	
1.9	Description of Services/ Work	
2.0	**Pre-COVID-19 Impact on Business and Economic Well-Being**	
2.1	Can you describe in more detail your services/work prior to COVID-19?	
2.2	Do you believe prior to COVID-19 businesses were accommodating refugees or persons with disabilities in the community? If so, please explain how.	
2.3	Prior to COVID-19 did you have existing partnerships with local businesses, NGOs, UN agencies, or donors, if so please explain.	
3.0	**CURRENT OUTLOOK: COVID-19 Impact on Business and Economic Well-Being**	
3.1	Has COVID-19 impacted your work to date? If so, how?	
3.2	What has been your agency's greatest challenge during this period as a result of COVID-19 and/or subsequent restrictions?	
3.3	Has your agency incurred additional costs as a result of COVID-19? If so, related to what?	
3.4	Have you introduced new services in response to COVID-19? Probe: What was the impetus or thought process behind these services/products? Did this gap in products/services exist before COVID-19?	

3.5	How would you describe the current state of the sector in which you support, following changes due to the Covid 19 pandemic? Probe: Are leaders in your sector hopeful? Looking for new opportunities altogether? Have changes fostered increased collaboration or reliance on other industry professionals? Have changes fostered more competition? In what ways?	
	What do you believe are the 3 greatest financial needs for households in the district you govern? Probe: For example low-interest loans, grants, labour/human resources, etc.	
	What do you believe are the 3 greatest non-financial needs for households in the district you govern? Probe: For example product support, mentoring, training, etc.	
3.6	What support have you provided to SMEs during COVID-19 particularly to ensure safe and decent work environments?	
4.0	**FUTURE OUTLOOK: COVID-19 Impact on Business and Economic Well-Being**	
4.1	What do you think the overall outlook is for your agency's work between now and the end of the year? Probe: Do you think conditions will stabilize, improve, worsen?	
4.2	Do you believe that COVID-19 will impact your agency's work in 2021? Why/How?	
	What partnerships are you forging in light of COVID-19? What do you think will be key partnerships for your agency in 2021? Why these partnerships?	
4.3	Business Support What are non-government actors doing well in response to COVID-19 to support livelihoods, businesses, training and education of Ugandans? What do you believe government and non-government actors should be doing to support business and the economic well-being of Ugandans?	
4.4	Refugees What are non-government actors doing well in response to COVID-19 to support livelihoods,	

businesses, training and education for Ugandan refugees? What do you believe government and non-government actors should be doing to support business and the economic well-being of refugees living in Uganda?	

Annex 4 : Qualitative Key Informant Interview- Guide for UN and NGO staff

	Question	Response
	Date of Interview	
	Location of Interview	
	Name of Interviewer	
1.0	**Background**	
1.1	Organization Name	
1.2	Organization Type	• UN • NGO • Other
1.3	Which sector(s) do you support	▪ Health ▪ Education ▪ WASH ▪ Protection ▪ Livelihoods ▪ Logistics ▪ Coordination ▪ Food Security ▪ Early Recovery ▪ CCCM ▪ Nutrition ▪ Shelter
1.4	Approx. Number of employees/Number of members in your district	
1.5	Name	
1.6	Title	
1.7	Phone	
1.8	Email	
1.9	Role / Experience	
1.10	Description of Services/ Work	
2.0	**Pre-COVID-19 Impact on Business and Economic Well-Being**	
2.1	Can you describe in more detail your services/work/key programming prior to COVID-19?	
2.2	Do you believe prior to COVID-19 businesses were accommodating refugees or persons with disabilities in the community? If so, please explain how.	
2.3	Prior to COVID-19 did you have an existing partnership with local businesses in the district, if so please explain.	
3.0	**CURRENT OUTLOOK: COVID-19 Impact on Business and Economic Well-Being**	
3.1	Has COVID-19 impacted your organization's work to date? If so, how?	
3.3	Has your organization (or your members) had to lay off any local staff)?	
3.6	How has your organization shifted your programming strategies in response to COVID-19?	

	Probe: Have you introduced new service products, or non-health programmes in response to COVID-19? Any new education (child or adult) or livelihoods-support programmes? Probe: What was the impetus or thought process behind these services/programs? Did these needs exist before COVID-19?	
3.7	Do you see any new economic needs, OR any new livelihoods training/education needs that will be useful following COVID-19? Probe: Are Ugandan stakeholders that you collaborate with hopeful? Looking for new opportunities altogether? Have changes fostered increased collaboration or reliance on (new) industry professionals? Have changes fostered more competition? In what ways?	
3.8	From your experience, what opportunities or potential partnerships do you see as viable right now to support the socio-economics of your area? Probe: Are there ways that NGOs or government can support or facilitate these partnerships to benefit refugees and host communities?	
3.9	What support have you provided to SMEs during COVID-19 particularly to ensure safe and decent work environments	
	How have you protected your employees during the COVID-19 period? Probe: Does your enterprise have access to sanitizers and other personal protective equipment and products to protect employees?	
4.0	**FUTURE OUTLOOK: COVID-19 Impact on Business and Economic Well-Being**	
4.1	What do you think the overall outlook is for your organization and your sector between now and the end of the year? Probe: Do you think conditions will stabilize, improve, worsen?	
4.2	Do you believe that COVID-19 will impact your agencies work in 2021? Why/How?	
4.3	Looking ahead for the next few years, what opportunities or potential partnerships do you see as most viable in your sector? Probe: Are there ways that these can be supported/facilitated to grow and benefit refugees and host communities?	

4.4	Business Support What are government and non-government actors doing well in response to COVID-19 to support business and the economic well-being of Ugandans? What do you believe government and non-government actors should be doing to support business and the economic well-being of Ugandans?	
4.5	Refugees What are government and non-government actors doing well in response to COVID-19 to support business and the economic well-being of refugees living in Uganda? What do you believe government and non-government actors should be doing to support business and the economic well-being of refugees living in Uganda?	