

Research Terms of Reference

Syria 2023 Multi-Sectoral Needs Assessment (MSNA)

[SYR2405]

Syria

May 2024

Version 1

REACH Informing more effective humanitarian action

1. Executive Summary

A. General information			
Country of intervention	Syria		
Type of Emergency	<input type="checkbox"/> Natural disaster	<input checked="" type="checkbox"/> Conflict	<input type="checkbox"/> Other (<i>specify</i>)
Type of Crisis	<input type="checkbox"/> Sudden onset	<input type="checkbox"/> Slow onset	<input checked="" type="checkbox"/> Protracted
Mandating Body/ Agency	United Nations Office for the Coordination of Humanitarian Affairs (OCHA)		
IMPACT Project Code	16BAN		
Overall Research Timeframe (<i>from research design to final outputs / M&E</i>)	17/03/2024 to 21/11/2024		
Research Timeframe <i>Add planned deadlines</i>	1. Data Analysis Plan (DAP) sent for validation: 30/05/2024		7. LSG framework sent for validation: TBD
	2. Pilot/training: 23/06/2024		8. Preliminary presentation/Joint analysis workshop (JAW): 31/10/2024
	3. Start data collection: 28/07/2024		9. MSNI analysis sent for validation: 07/11/2024
	4. Data collected: 29/08/2024		10. Bulletin sent for validation: 07/11/2024
	5. Clean dataset sent for validation: 26/09/2024		11. Bulletin published: 21/11/2024
	6. Data analysis sent for validation: 03/10/2024		12. Other (specify): NA
Humanitarian milestones <i>Specify what will the assessment inform and when e.g. The shelter cluster will use this data to calculate</i>	Milestone		Deadline
	<input checked="" type="checkbox"/>	Donor plan/strategy: Aid Fund for Northern Syria	no indication
	<input type="checkbox"/>	Inter-cluster plan/strategy	__/__/__
	<input checked="" type="checkbox"/>	PiN calculation / HNO	End of 2024 into 2025
	<input type="checkbox"/>	IPC (Integrated food security Phase Classification)	__/__/__
<input checked="" type="checkbox"/>	Cluster plan/strategy: Protection, CCCM, Education, ERL, Health, Nutrition, SNFI, WASH, Cash indicated	End of 2024 into 2025	

<i>PiN numbers for the HNO analysis</i>		they would use MSNA data for their sectoral PIN calculation and sectoral strategies.	
	X	NGO platform plan/strategy: NES NGO Forum, National NGO Platform	End of 2024 into 2025
	<input type="checkbox"/>	Other (Specify):	--/--/----
Audience Type & Dissemination <i>Specify who will the assessment inform and how you will disseminate to inform the audience</i>	Audience type		Dissemination
	X Strategic	X Programmatic	X Operational
	<input type="checkbox"/>	[Other, Specify]	
			<input type="checkbox"/> General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors) <input type="checkbox"/> Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting <input checked="" type="checkbox"/> Presentation of findings (e.g. at HCT meeting; Cluster meeting) <input type="checkbox"/> Website Dissemination (Relief Web & REACH Resource Centre) <input checked="" type="checkbox"/> [Other, Specify]: Provision of data and analysis to OCHA for further dissemination to sectors
Detailed dissemination plan required	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
General Objective	To inform evidence-based strategic planning of humanitarian response activities by the Inter Sector Group (ISG), Sectors, and Sector partners, through the provision of up-to-date, relevant and comparable data on the multi-sectoral and sectoral ¹ needs of vulnerable communities in Syria across different geographic locations and population groups. The data will feed into the Humanitarian Needs Overview (HNO), on which the Humanitarian Response Plan (HRP) will be planned.		
Specific Objective(s)	Provide a comprehensive, evidence-based understanding of the humanitarian needs of the assessed population, by sector and across sectors at the sub-district level and above, as well as among the IDP in camps population, IDP out of camps population, and residents at the governorate level and above to inform the 2025 Humanitarian Needs Overview (HNO) for Syria and 2025 Humanitarian Response Plan (HRP).		
Research Questions	1. What are the humanitarian needs of crisis-affected populations, regarding: <ul style="list-style-type: none"> • Personal and household-level vulnerabilities, crisis impact, living standards, use of coping mechanisms, priority needs?? • Sectors including health, education, protection, early recovery and livelihoods, accountability to affected populations (AAP), shelter/non-food items (SNFI), WASH, and inter-sectorally? • Prevalence, severity, and co-occurrence of sectoral and multi-sectoral living standard gaps? 2. What are the differences in needs and vulnerability across different geographic areas in Syria, especially across hubs ² ?		

¹ The MSNA specifically covers health, education, Shelter/NFI, WASH, FSL, nutrition, protection, early recovery and livelihoods, and includes inter-sectoral indicators as well as an AAP section that addresses accountability and aid provision across all active sectors.

² *Hubs* refers to the humanitarian coordination structure for the different Areas of Influence in Syria: Government of Syria controlled areas, the Kurdish self-administration areas in northeast Syria and Turkish-backed opposition in northwest Syria.

	3. What are the differences in needs and vulnerability across different population groups (at the national and governorate levels), such as IDPs in camps, IDPs outside of camps, host communities, female-headed households, child-headed households, or households headed by elderly, or people with disabilities? ³			
Geographic Coverage	The assessment will cover Northern Syria - Northwest Syria (NWS) and Northeast Syria (NES) at the household level. Sampling will take place at sub-district level (77 sub-districts as of June 2024)			
Secondary data sources	<ul style="list-style-type: none"> • Population Task Force (PTF) dataset for 2023: Sub-district level population data • IDP Task Force May 2024 Dataset: IDPs in camps and IDPs out of camps population data • OCHA Area of Influence (AoI) dataset for 2024: Community-level access data 			
B. Sampling				
Population groups	<input checked="" type="checkbox"/>	IDPs in camp	<input type="checkbox"/>	IDPs in informal sites
<i>Select all population group which your assessment will collect data on</i>	<input type="checkbox"/>	IDPs in host communities	<input checked="" type="checkbox"/>	IDPs out of camps
	<input type="checkbox"/>	Refugees in camp	<input type="checkbox"/>	Refugees in informal sites
	<input type="checkbox"/>	Refugees in host communities	<input type="checkbox"/>	Refugees [Other, Specify]
	<input checked="" type="checkbox"/>	Host communities	<input type="checkbox"/>	[Other, Specify]
Structured questionnaire (Quantitative) –	<input checked="" type="checkbox"/>	Probability sampling	<input type="checkbox"/>	Non - Probability sampling
<i>Select all the apply</i>				
Data collection level:	<input type="checkbox"/>	Individual	<input checked="" type="checkbox"/>	Household
	<input type="checkbox"/>	Settlement	<input type="checkbox"/>	Other (specify): _____
If probability sampling				
Sampling method:	<input checked="" type="checkbox"/>	Random sampling	<input type="checkbox"/>	Cluster sampling
The sampling is stratified:	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If yes what are the stratifications:	<ul style="list-style-type: none"> ° Geographic: Sub-district ° Population groups: Host communities, IDPs in camps, IDPs out of camps ° Other: NA 			
What is the Primary sampling unit (PSU):	Community			
If cluster sampling, what is the minimum cluster size?	NA			
Sampling frame:				
Do you have the population number at PSU level for all population groups?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No

For more information on the coordination structure in Syria, please see

<https://www.humanitarianresponse.info/en/operations/whole-of-syria/document/coordination-arrangements-whole-syria>

³ Head of household disaggregation will not be built into the sampling strategy; however, it is assumed that the sample size will be apply large to allow comparison between the groups at the national level.

Selection:
 Probability Proportional to Size (PPS) : Yes No
 Selection of PSUs with replacement? : Yes No

Aimed precision at stratification level:
 90% level of confidence
 10+/- % margin of error
 Buffer: 10 %
 Total sample size: (Target #): 5906

Resampling:
 Do you have a reserve list of PSUs / households in case of inaccessible area ? Yes No

Data collection method: Face to face Remote data collection

If non-probability sampling

Sampling method: Quota sampling Purposive Snowballing
 The sampling is stratified: Yes No
 If yes what are the stratifications:
 ° Geographic:_____
 ° Population groups: _____
 ° Other:_____
 If quota sampling, what characteristics will be used as quota?: _____

Data collection method Face to face Remote data collection

Semi-structured questionnaire (Qualitative)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Semi-structured data collection tool(s) # 1 <i>Select sampling and data collection method and specify target # interviews</i>	Sampling method: <input type="checkbox"/> Purposive <input type="checkbox"/> Snowballing <input type="checkbox"/> [Other, Specify]	Data collection method <input type="checkbox"/> Key informant interview (Target #):___ <input type="checkbox"/> Individual interview (Target #):___ <input type="checkbox"/> Focus group discussion (Target #):___ <input type="checkbox"/> [Other, Specify] (Target #):___
Semi-structured data collection tool(s) # 2 <i>Select sampling and data collection method and specify target # interviews</i> ***If more than 2 structured tools please duplicate this row and complete for each tool.	Sampling method <input type="checkbox"/> Purposive <input type="checkbox"/> Snowballing <input type="checkbox"/> [Other, Specify]	Data collection method <input type="checkbox"/> Key informant interview (Target #):___ <input type="checkbox"/> Individual interview (Target #):___ <input type="checkbox"/> Focus group discussion (Target #):___ <input type="checkbox"/> [Other, Specify] (Target #):___

C. Questionnaire	
Questionnaire design	<p>MSNA mandatory indicators</p> <p>All the mandatory indicators from the 2024 MSNA indicator bank, have been included without alteration: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No XLSform for mandatory indicators</p> <p>The kobo questionnaire provided for the mandatory indicators was used without alteration: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
Data management platform(s)	<input type="checkbox"/> IMPACT <input type="checkbox"/> UNHCR <input checked="" type="checkbox"/> OCHA
Expected output type(s)	<input checked="" type="checkbox"/> MSNA Bulletin #: 1 <input checked="" type="checkbox"/> Presentation (Preliminary findings) #: 1 <input type="checkbox"/> Interactive dashboard #: __ <input checked="" type="checkbox"/> Report #: 4 <input type="checkbox"/> Profile #: __ <input type="checkbox"/> Presentation (Final) #: 4 <input type="checkbox"/> Webmap #: __ <input type="checkbox"/> Factsheet #: __ <input type="checkbox"/> Map #: __ <input checked="" type="checkbox"/> Summary statistics dataset #: 2 <input checked="" type="checkbox"/> Cleaned dataset #: 1
Data publication plan	<input type="checkbox"/> Final (anonymised) dataset public, available on REACH resource center <input type="checkbox"/> Final (anonymised) dataset public, through HDX connect <input type="checkbox"/> Analysis table public, available on REACH resource center <input type="checkbox"/> Analysis table public, available on HDX <input checked="" type="checkbox"/> Final anonymised dataset and analysis files to be sent to UN OCHA
Visibility <i>Specify which logos should be on outputs</i>	<p>REACH Yes (only on MSNI bulletin)</p> <p>Donor: NA</p> <p>Coordination Framework: NA</p> <p>Partners: NA</p>

2. Rationale

2.1 Background

Thirteen years into the conflict, the humanitarian situation in Syria witnessed an especially challenging year in 2023. Syria is dealing with the onset of new emergencies in addition to the existing crises, including the aftermath of the February 2023 earthquakes, socioeconomic deterioration, protracted displacement, and environmental risks. Furthermore, 2023 saw a continuation of conflict activity, with Greater Idlib, Hasakeh, and Deir-ez-Zor governorates witnessing the most significant increases in hostilities since 2019. The Humanitarian Needs Overview (HNO) estimates that 16.7 million people will require assistance in 2024, marking a peak in the number

of people in need since the beginning of the crisis,⁴ with food, livelihoods, and health assistance as the reported top unmet needs in northern Syria.⁵ The number of people requiring assistance continues to increase, while in 2023, the overall funding for Syria reached its lowest since 2020.⁴

Given the scale, complexity, and severity of Syria's humanitarian needs, timely and accurate information is essential. The majority of data available through the current information management system remains indicative key-informant level data. While this provides essential information on the systems-level (e.g. functionality of markets, displacement movements), representative household-level data is needed to evaluate needs of affected populations and identify vulnerable groups. A further gap is related to the efficient use of the humanitarian evidence base, with a lack of joint analysis of available data. The MSNA allows to a) rely on one comprehensive dataset with updated data from most humanitarian sectors; b) provides the information basis for joint analyses across clusters and response hubs.

1. NWS:

NWS has seen an escalation of hostilities since October of 2023. With 3.4 million people internally displaced in NWS,⁶ around half of them remain in camps, where they experience lower levels of access to livelihoods and an inability to meet their basic needs.⁵ The continued depreciation of the Syrian pound (SYP) and the Turkish lira (TRY) has eroded households' purchasing power, worsening the economic situation for all population groups. This particularly impacts households' access to food, the highest expenditure that households face.⁵ In addition, despite the non-renewal of the United Nations Security Council (UNSC) cross mechanism into NWS in July of 2023,⁶ aid entry remains possible through Government of Syria (GoS) temporary extensions and special permissions for the use of different crossings.⁴ Thus, entry of aid into NWS has remained possible, though drastic funding cuts have emphasized the need for effective targeting of the most vulnerable populations.⁶

2. NES:

NES saw a spike in airstrikes and shelling in late 2023, directly targeting energy infrastructure and diminishing fuel and electricity production. Consequently, the increase in violence further weakened economic conditions and civilian infrastructure in NES, impacting more than 900,000 people with the loss of electricity⁴ and hindering water production.⁷ Further, NES is experiencing high levels of food price inflation, with the food price component of the Survival Minimum Expenditure Basket (SMEB) having increased by 151% between January 2023 and January 2024 (in Syrian pound terms).⁸ Households in NES also face limited access to education, with almost half of children out of school.⁵ Moreover, the water crisis remains an issue, driven by damage to water and electricity infrastructure, depletion of natural resources, and limited international coordination on transboundary water sharing. This severely impacts water, sanitation, and hygiene (WASH), food and livelihoods security,⁹ and health, with a cholera outbreak declared in 2022.⁴

3. South-Central Syria: The key challenge for this region is in obtaining permission to independently gather and share information that is not directly linked to any individual organization's programming (for example, needs assessments conducted after authorization to work in a specific area has been granted). This has also contributed to challenges in aligning HCIMA initiatives across Syria and the Whole of Syria (WoS) response.

⁴ [Syrian Arab Republic: 2024 Humanitarian Needs Overview \(February 2024\) - Syrian Arab Republic | ReliefWeb](#)

⁵ [REACH Syria, MSNA 2023 Key Findings Brief \(impact-initiatives.org\)](#)

⁶ OCHA, [North-West Syria: Situation Report](#), March 2024.

⁷ [NES Forum, Situation Report #3, January 26th, 2024: Escalation of Hostilities Targeting Critical Civilian Infrastructures in Northeast Syria](#)

⁸ [REACH Syria, NES Cash Working Group, Joint Market Monitoring Initiative \(JMMI\)](#)

⁹ [REACH Syria, Current Situation of the Water Crisis in Northeast Syria and its Humanitarian Impacts](#)

In order to assess the magnitude and severity of humanitarian needs among crisis-affected populations in Syria to inform the 2024-25 HNO and HRP and in the absence of HNAP, OCHA, in coordination with the sectors, will be assessing Government of Syria (GoS) with a different methodology on which OCHA is leading.

2.2 Intended impact

The MSNA, as a single multi-sectoral assessment aligned with the humanitarian programme cycle, provides a strategic planning tool for evidence-based prioritisation through comprehensive coverage, consistent methodology, common framework for joint analysis, and buy-in of findings. While the MSNA is intended to support detailed sectoral assessments through analysis of key needs and response gaps, the main focus of the assessment is to enhance understanding of key inter-sectoral concepts to support humanitarian planning. In addition, sectoral severity analysis, prevalence of (multi-) sectoral needs gaps analysis, and analysis of diverse needs will be provided through the MSNA analysis framework, specifically through the calculation of the multi-sectoral needs index (MSNI). The global standardization of the MSNI will enable comparative analysis across MSNAs; thus, enhancing global response planning, and providing global cluster partners with a source for independent cross-check and triangulation of PiN numbers.

3. Methodology

3.1 Methodology overview

For the 2024 MSNA, REACH will remain responsible for developing the sampling strategy as well as conducting data collection in Northern Syria (NWS and NES), with considerations of access and security conditions.

The selection of the sample will be grounded in the 2023 population baseline sourced from the United Nations' Population Task Force (PTF) and the IDP Task Force 2024 dataset, encompassing demographic data for both resident and internally displaced populations (IDPs). Given that the primary data collection for the Multi-Sector Needs Assessment (MSNA) will be exclusive to Northern Syria (NES and NWS), the OCHA Area of Influence (AoI) dataset will be incorporated to demarcate distinct geographic regions of operation. REACH will also be responsible for calculating the sampling frame, producing, and translating the final questionnaire, developing and testing the KoBo tool, cleaning the data, and producing the final dataset and analysis files. Additionally, to the role as technical partner, REACH will continue to be responsible for data collection in Northern Syria and hence will conduct training of trainers and enumerators, with the support of clusters and OCHA.

The MSNA primary data collection will be conducted using a stratified random sampling methodology, which allows to collect quantitative data that is statistically representative at the area of influence¹⁰ and sub-district level. Furthermore, findings will be statistically representative for three population groups (residents, IDPs in camps and IDPs out of camps) at the (area of influence – governorate) level.

¹⁰ Area of influence - administrative unit refers to the specific portion of an administrative unit that falls in the corresponding Area of Influence (AoI). This approach is necessary due to the existence of administrative units that are shared across multiple Aols, exemplified by instances spanning both the NES and NWS regions.

3.2 Population of interest

The three main populations of interest for this assessment are internally displaced persons (IDPs) residing in camps, IDPs residing out of camps, and host community populations in Syria.

IDPs are defined as 'Individuals or groups of people who have been forced to leave their communities of origin, in particular as a result of or in order to avoid the effects of armed conflict, situations of generalised violence, violations of human rights or natural or man-made disasters, and who have not crossed an international border'¹¹. The computation methodology for internally displaced persons (IDPs), distinguishing between those residing in camps and those residing outside of camps, varies between the Northeast Syria (NES) and Northwest Syria (NWS) regions. In the NES region, IDPs located within "planned camps" (according to OCHA categorization) will be designated as IDPs residing in camps, while those not residing in such camps will be categorized as IDPs residing outside of camps. Conversely, in the NWS region, IDPs living in any form of settlement, as delineated by the IDP Task Force dataset, will be classified as IDPs residing in camps.

Host community members are defined as 'Individuals or groups of people who currently reside in their communities of origin, or communities of permanent residence prior to the Syrian conflict. This includes populations that were never displaced as well as previously displaced populations that have returned to their communities of origin'.

The integration of the "Area of Influence", based on OCHA categorization, serves to assign a specific influence group to each community, reflecting the control exerted over the respective territory. Consequently, within a single sub-district and/or governorate, distinct portions of land may be under the control of different groups. For instance, this can be observed in the case of forces controlled by the government versus the Syrian Democratic Forces. This division plays a pivotal role in defining the intervention zones for NWS and NES. Furthermore, it allows us to exclude communities falling within the scope of the governmental Area of Influence (GoS). This distinction becomes particularly significant when considering our sampling approach. At the sampling level, this approach enables us to obtain separate samples for each Area of Influence (AoI) within shared geographical areas, such as at the sub-district level. This targeted sampling strategy ensures accurate representation for the diverse zones within these shared areas.

Other possible populations of interest and levels of disaggregation, although not considered in the sampling strategy and therefore not representative, are female-headed households, child-headed households, or households headed by elderly, or people with disabilities.

3.3 Secondary data review

The primary reservoir of secondary data for this evaluation will be derived from population data produced by the United Nations' Population Task Force (PTF) as of 2023. This dataset will form the foundational basis for constructing the sampling framework employed in the assessment process. Supplementary sources encompass data from SSWG and CCCM, as well as the OCHA Area of Influence (AoI) access dataset for 2024.

3.4 Primary Data Collection

¹¹ [UNHCR, Emergency Handbook](#)

Sampling frame

The sampling frame was constructed using datasets specified in section 3.1. To build the sampling frame, communities not included within the NES and NWS regions were excluded, guided by OCHA's categorization in the Aol access dataset. Additionally, communities inaccessible to REACH enumerators or partners enumerators due to security reasons or because out of area of operations were also removed.

The mean household size per subdistrict is available through the Population Task Force (PTF) 2023 dataset. This information was used to derive household-level data for the sampling frame by dividing the total number of individuals by the average household size¹².

The actual sampling frame consists of 2,631 communities and neighborhoods. In NES there is a total of 1748 and in NWS 881. The communities and neighborhoods are divided into 77 subdistricts, 23 districts and 5 governorates.

Based on the source data, the distribution of the population in the sampling frame is as follows:

- **Northeast Syria (NES):**
 - **Residents:** 409,529 households
 - **IDPs in camps:** 28,658 households
 - **IDPs out of camps:** 82,927 households
- **Northwest Syria (NWS):**
 - **Residents:** 269,820 households
 - **IDPs in camps:** 377,705 households
 - **IDPs out of camps:** 308,249 households

Sampling method

For every area of influence - sub-district - population group combination, households will be selected utilizing a stratified simple random sampling technique with overlapping stratification variables¹³. This sampling strategy aims to achieve representation for two primary targets:

The first target: Ensuring representation at the Aol - sub-district level (admin3) while maintaining consistent population distribution across population categories.

- **Sampling Unit :** Aol - sub-districts
- **Strata:** Population groups

¹² In cases where for a community-population group, the average household size wasn't available from the PTF, it was calculated at the district level.

¹³ As previously noted, the incorporation of the area of influence allows us to independently account for a sub-district (or governorate) shared between NES and NWS. This approach facilitates control over regional representativeness and helps mitigate potential biases. It's evident that when a sub-district (or governorate) is entirely encompassed within a single Area of Influence (Aol), which is the case in the vast majority of instances, the sampling level is equivalent to a sub-district - population group sampling approach.

The second target: Ensuring representation at the Aol - governorate level (admin1) for the three distinct population groups (Residents, IDPs in camps, and IDPs out of camps), while concurrently managing the population distribution of each group across the various sub-districts within governorate.

- **Sampling Unit :** Aol – Governorates – Population groups
- **Strata:** Aol - Sub districts

For each of the specified targets, the sample size for every sampling unit will be determined using probabilistic theory for proportion estimators, with a target margin of error set at 10% and a confidence level of 90%. A population proportion of 50% will be presumed to calculate the sample size for the scenario with the highest estimator variance. Additionally, a buffer of 10% will be incorporated to account for potential non-responses. With these parameters, and accounting for population distribution within and across sub-districts, the target sample size for each unit has been fixed at 75.

To calculate the number of samples required to achieve the two targets, we will combine 2 independent sampling strategies as follows. The first sampling will be at Aol- subdistrict level for the total population: the 75 required samples for each Aol - subdistrict will be allocated across the 3 population groups based on their proportions. The second sampling will be at Aol- governorate and population group level: the 75 required samples for each Aol – governorate - population group will be distributed between the subdistricts based on their population proportions. Next, we will combine the 2 samplings by taking the maximum of the required number of samples for each combined stratum (Aol - Sub-districts - Population groups)¹⁴.

Sample target by governorate and population group

Governorate	Resident HHs	IDP HHs in camps	IDP HHs out of camps
Aleppo	968	280	600
Al-Hasakeh	951	123	151
Ar-Raqqa	674	92	103
Deir-ez-Zor	420	82	108
Idleb	636	268	450
Grand Total	3649	845	1412

¹⁴ For more detailed information on the sampling methodology, please refer to: [Annex 9 IMPACT Research Design Guidelines](#)

¹⁵ 92% of communities have less than 10 samples (IDPs out of camps + residents) to collect

Sample

After determining the number of households to be drawn for each Aol - Sub-districts - Population groups combination using our sampling strategy (as described above), we proceed to select the number of samples to be drawn per community using another round of stratified simple random sampling. For each population group within an Aol - sub-district, we will randomly choose the number of households per community based on the population proportion. Next, the 3 samples are combined into a single list of locations to be assessed with the number of required samples for each population group. For example, enumerators need to collect 48 samples from location C5054, of which 44 need to be from Residents, 4 from IDPs (out of camp).

The resulting sample size is 5,906 households. The sample covers 1,427 communities (see Annex 1 for details at sub-district level).

Note that because of the lack of exact population figures and because of population movements, some communities might be empty or impossible to be found during data collection. Thus, some adjustments will need to be made to the sampling frame and sample.

Household selection in the field

For communities with a sample of 10 or more questionnaires: GIS methodology

In cases where communities have 10 or more households to be interviewed enumerators will be provided with randomly generated GPS points. Those GPS points will be reflected in the maps.me application and serve as clear guidelines for the enumerator where to collect the sample. Once enumerators arrive at the predetermined spot, they will be able to register the GPS point in a second KoBo tool.

For communities with a sample of less than 10 questionnaires: field methodology

As the sample is drawn over a vast area with randomization ensured at the community level, a convenience strategy for selecting households inside the communities is implemented following the need for flexibility in the field. Practical limitations of a completely randomized selection of households inside communities, for example by allocation and validation of GPS points, include restrictions related to using geo locations in KoBo in certain areas, phone quality issues, limited capacity for validating large amounts of GPS points, limited time for training enumerators on more complex selection systems, etc. Consequently, in the communities with less than 10 samples (IDPs out of camps + residents)¹⁵ and in camps with any sample (IDPs in camps) enumerators have the flexibility to select the households according to convenience in the field. There are no GPS points to guide them in the selection. Indicative guidance on how to avoid selecting multiple households in just one area of the community or camp is provided.

Enumerators are expected to follow the work plan at the community/camp level and should always select the households within the boundaries of the community/camp. A separate KoBo tool will collect geo locations to verify if the enumerator visited the community/camp according to the work plan in areas where possible.

¹⁵ 92% of communities have less than 10 samples (IDPs out of camps + residents) to collect

For conducting assessments of households residing in camps, it's important to note that there may be multiple camps within a given community. To facilitate the organization of data collection, a preliminary camp selection will be undertaken, and a list will be furnished detailing the required sample size from the chosen camps. The selection of camps in each community will employ a proportional random sampling method, taking into account the population of each camp. To put it simply, camps within communities with higher numbers of internally displaced persons (IDPs) will have a greater likelihood of being chosen. For the selection of IDPs in camps enumerators always follow a field methodology.

3.5 Data Processing & Analysis

Enumerators will be organized geographically and in pairs to ensure gender representativity and safety throughout the assessment. Each pair of enumerators will be given up to four households to be interviewed per day, in each PSU for each population group, ensuring no overlapping data collection. Enumerators will submit one form per assessed household. All data will be collected using a questionnaire developed by REACH in partnership with OCHA and the individual clusters involved in the assessment, based on 1) respective HNO chapter(s), 2) the MSNA indicator bank, and 3) MSNI calculation requirements. For data protection reasons, data will be uploaded and hosted on REACH's server.

Throughout data collection, cleaning will regularly take place to maintain high quality standards for the assessment. REACH will be responsible for all cleaning and follow-up. Using a pre-developed R script, REACH will flag potential issues, e.g., large household sizes, logical inconsistencies, contradictory or unlikely response options or enumerators' unusual behavior as per the IMPACT Data Cleaning Minimum Standards Checklist¹⁶. In coordination with the Senior Data Officer (SDO), the assessment team will provide field managers with a form for corrections every day during data collection. Once data collection teams have provided feedback, field managers will return the completed form and REACH assessment staff will be responsible for incorporating the changes using standard cleaning logs and sending it back to the SDO.

To analyze the data, REACH will provide basic summary statistics for each indicator in the assessment, with some disaggregation by displacement status, head of household gender, disability, etc. at higher geographic levels where sample size allows for accurate findings. Additional consultations with individual clusters and OCHA will take place ahead of data collection to adjust the analysis script and adapt the format of analysis files. This will allow to better meet information needs for the Syrian humanitarian response. MSNA indicators, which will be chosen to fit into the inter-sectoral analysis framework, will be also analyzed. To properly analyze the data, weighting will be used to make corrections for each household survey by sub-district population for aggregation to higher geographic levels (district, governorate, and national). REACH will also calculate sectoral living standard gaps (LSGs) and the multi-sectoral needs index (MSNI) according to REACH guidelines and analysis framework. The MSNI will allow for the cross-checking of PiN numbers while concurrently keeping the dimension of severity. MSNI analysis can provide data on the prevalence of need gaps of different severity levels across households, disaggregation of data based on household characteristics, and the construction of most common LSG household profiles to identify co-occurrence of high-severity sectoral gaps.

3.6 Challenges & Limitations

¹⁶ [IMPACT-Research - Guidelines 2 Data Cleaning Min Standards Checklist V1.2 2023 EN.pdf - All Documents \(sharepoint.com\)](#)

One of the major limitations this MSNA faces is surely the realities and dynamics within the highly complex field setting of Northern Syria.

While the sampling strategy itself is subject to a strictly randomized approach, the selection of households within communities where less than 10 HHs are sampled is governed by field methodology. This will affect around 92% of all communities, and 52% of the total sample. This translates into enumerator's guidance and selection of households on the ground. Through GPS tracking and validation, the data team will be able to have an insight and overview on exact locations where data is being collected, however, lacks the control to ensure randomization of the process of household selection. Enumerators have been trained on guidelines that aid the selection of household in the field and that follow random principles. However, the assessment team will have limited ability to monitor this, and as such, any known biases introduced in the household selection process will be clearly caveated in the accompanying documentation for the disseminated dataset and analysis outputs.

An additional limitation is faced by the lack of exact population figures due to a highly dynamic context. This caveat might have impacts during the data collection phase, where communities might not be accessible or not populated. To mitigate this limitation, the data team will monitor data collection closely and re-sample at a later stage if necessary.

4. Key ethical considerations and related risks

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

<i>The proposed research design...</i>	<i>Yes/ No</i>	<i>Details if no (including mitigation)</i>
... Has been coordinated with relevant stakeholders to avoid unnecessary duplication of data collection efforts?	Yes	
... Respects respondents, their rights and dignity (<i>specifically by: seeking informed consent, designing length of survey/ discussion while being considerate of participants' time, ensuring accurate reporting of information provided</i>)?	Yes	
... Does not expose data collectors to any risks as a direct result of participation in data collection?	No	Due to the protracted conflict in Syria, some areas are at higher risk due to military operations on the ground. REACH enumerators will only be able to access "safe areas" in Northern Syria, which will be

		regularly monitored and assessed by Acted security in-country. In the event of sudden escalations, the sampling will have to be adjusted.
... Does not expose respondents / their communities to any risks as a direct result of participation in data collection?	No	As a result of the complex landscape with many actors involved in the conflict, it is not possible to exclude retaliations on respondents/their communities. REACH will ensure safety protocols are followed. REACH will make sure interview information is protected and respondents' identifiable information is not shared.
... Does not involve collecting information on specific topics which may be stressful and/ or re-traumatizing for research participants (both respondents and data collectors)?	No	Providing core training to field officers and enumerators, including PSEAH training. Practicing informed consent by informing respondents that they have the right to terminate the interview at any point without negative repercussions, allowing "prefer not to answer" response options for all potentially sensitive or traumatizing questions.
... Does not involve data collection with minors i.e. anyone less than 18 years old?	Yes	
... Does not involve data collection with other vulnerable groups e.g. persons with disabilities, victims/ survivors of protection incidents, etc.?	No	The MSNA does collect data from persons with disabilities. The questionnaire uses the globally approved Washington Group questions. Enumerators will be trained on the module, in coordination with Humanitarian Inclusion (HI), to ensure data is collected following global standards.
... Follows IMPACT SOPs for management of personally identifiable information ?	Yes	

5. Roles and responsibilities

Table 3: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
<i>Research design</i>	Sr. Assessment Officer	Research Manager	Deputy Country Coordinator, clusters, OCHA, HQ	Country Coordinator, HQ
<i>Supervising data collection</i>	Sr. Assessment Officer	Research Manager	Deputy Country Coordinator, Clusters, OCHA	Country Coordinator
<i>Data processing (checking, cleaning)</i>	Senior Data Officer	Senior Data Officer	Deputy Country Coordinator, HQ	Country Coordinator
<i>Data analysis</i>	Senior Data Officer	Research Manager	Deputy Country Coordinator, HQ	Country Coordinator
<i>Output production</i>	Senior Assessment Officer	Research Manager	Deputy Country Coordinator, Clusters, OCHA, HQ	Country Coordinator
<i>Dissemination</i>	Senior Assessment Officer	Research Manager	Deputy Country Coordinator, Clusters, OCHA	Country Coordinator, HQ
<i>Monitoring & Evaluation</i>	Senior Assessment Officer	Research Manager	Country Coordinator	Country Coordinator, HQ
<i>Lessons learned</i>	Senior Assessment Officer	Research Manager	Country Coordinator	Country Coordinator, HQ

Responsible: the person(s) who executes the task

Accountable: the person who validates the completion of the task and is accountable of the final output or milestone

Consulted: the person(s) who must be consulted when the task is implemented

Informed: the person(s) who need to be informed when the task is completed

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

6. Data Analysis Plan

- Please refer to attached DAP file (Excel format).

7. Data Management Plan

Administrative Data				
Research Cycle name	2024 Syria Multi-sectoral Needs Assessment (MSNA)			
Project Code	16BAN			
Donor	BHA, SDC			
Project partners	OCHA			
Research Contacts	Vincent Rump (vincent.rump@impact-initiatives.org) Meike Palinkas (meike.palinkas@impact-initiatives.org) Sarah Studds (sarah.studds@impact-initiatives.org)			
Data Management Plan Version	Date: 23/05/2024	Version: 1		
Related Policies	IMPACT Data Cleaning Minimum Standards Checklist IMPACT SOPs for Management of Personally Identifiable Information OCHA Data Responsibility Guidelines			
Documentation and Metadata				
What documentation and metadata will accompany the data? <i>Select all that apply</i>	<input checked="" type="checkbox"/>	Data analysis plan	<input checked="" type="checkbox"/>	Data Cleaning Log, including: <input checked="" type="checkbox"/> Deletion Log <input checked="" type="checkbox"/> Value Change Log
	<input type="checkbox"/>	Code book	<input type="checkbox"/>	Data Dictionary
	<input type="checkbox"/>	Metadata based on HDX Standards	<input type="checkbox"/>	[Other, Specify]
Ethics and Legal Compliance				
Which ethical and legal measures will be taken?	<input checked="" type="checkbox"/>	Consent of participants to participate	<input checked="" type="checkbox"/>	Consent of participants to share personal information with other agencies
	<input type="checkbox"/>	No collection of personally identifiable data will take place	<input checked="" type="checkbox"/>	Gender, child protection and other protection issues are taken into account
	<input checked="" type="checkbox"/>	All participants reached age of majority		[Other, Specify]
Who will own the copyright and Intellectual Property Rights for the data that is collected?	REACH			
Storage and Backup				
Where will data be stored and backed up during the research?	<input checked="" type="checkbox"/>	IMPACT/REACH Kobo Server	<input type="checkbox"/>	Other Kobo Server: <i>[specify]</i>
	<input type="checkbox"/>	IMPACT Global Physical / Cloud Server	<input type="checkbox"/>	Country/Internal Server
	<input type="checkbox"/>	On devices held by REACH staff	<input type="checkbox"/>	Physical location <i>[specify]</i>

	<input type="checkbox"/>	[Other, Specify]		
Which data access and security measures have been taken?	<input type="checkbox"/>	Password protection on devices/servers	X	Data access is limited to <i>REACH</i> staff
	X	Form and data encryption on data collection server	<input type="checkbox"/>	Partners signed an MoU if accessing raw data
	<input type="checkbox"/>	[Other, Specify]		
Kobo Access Rights				
Kobo Access	Person		Account Name	
View Form	<i>REACH data collection staff (field managers, filed officers, and enumerators)</i> <i>Partners data collection staff (field managers, filed officers, and enumerators)</i>		NA [will be hosted on SYR server]	
View and Edit Form	<i>REACH assessment staff (Assessment Officer), REACH Database Specialist, Senior Data Officer</i>		NA [will be hosted on SYR server]	
View Form and Submit Data	<i>REACH data collection staff (field managers, filed officers, and enumerators)</i> <i>Partners data collection staff (field managers, filed officers, and enumerators)</i>		NA [will be hosted on SYR server]	
Download Data	<i>Senior Data Officer</i>		NA [will be hosted on SYR server]	
Raw Data Access Rights				
Raw Data Access	Reason		Person	
Accountable	<i>Senior Data Officer</i>		<i>Evelyn Gakinya</i>	
Access	<i>REACH staff involved in data cleaning (Senior Data Officer, Senior Assessment Officer, Research Manager)</i>		<i>Evelyn Gakinya</i> <i>Vincent Rump</i> <i>Meike Palinkas</i>	
Preservation				
Where will data be stored for long-term preservation?	<input type="checkbox"/>	IMPACT / REACH Global Cloud / Physical Server	<input type="checkbox"/>	OCHA HDX
	X	REACH Country Server	<input type="checkbox"/>	[Other, Specify]
Data Sharing				
Will the data be shared publically?	<input type="checkbox"/>	Yes	X	No, only with mandating agency / body
Will all data be shared?	<input type="checkbox"/>	Yes	X	No, only anonymized will be shared
	<input type="checkbox"/>	No, [Other, Specify]		
Where will you share the data?	<input type="checkbox"/>	REACH Resource Centre	<input type="checkbox"/>	OCHA HDX

	<input type="checkbox"/>	Humanitarian Response	X	Only directly with clusters	
Data protection risk assessment					
Have you completed the Indicators Risk Assessment table below?	X	Yes	<input type="checkbox"/>	No, no information that potentially allows identification of individuals is to be collected.	
[Please complete the first 4 columns in the Indicators Risk Assessment table below]					
Risk indicator	Type of identification risk	Disclosure implications	Benefits	Class	Required mitigation
<i>Respondent's sex, age, marital status, community, occupation, number of household members</i>	<i>While none of the indicators is a risk in itself, the combination of all information could pose a direct identification risk</i>	<i>Potential loss of privacy/potential target of armed actors</i>	<i>Follow up for data cleaning, indicators are useful for the humanitarian response/analyses</i>	<i>B2</i>	<i>To be deleted from raw dataset once data processing and analysis is completed. The key variables useful for analysis can be retained as long as the combination variables that helps HH identification are deleted from the raw dataset.</i>
Responsibilities					
Data collection	Meike Palinkas, Research Manager (meike.palinkas@impact-initiatives.org) Vincent Rump, Sr. Assessment Officer (vincent.rump@impact-initiatives.org)				
Data cleaning	Meike Palinkas, Research Manager (meike.palinkas@impact-initiatives.org) Evelyn Gakinya, Sr. Data Officer (evelyn.gakinya@impact-initiatives.org) Vincent Rump, Sr. Assessment Officer (vincent.rump@impact-initiatives.org)				
Data analysis	Meike Palinkas, Research Manager (meike.palinkas@impact-initiatives.org) Evelyn Gakinya, Sr. Data Officer (evelyn.gakinya@impact-initiatives.org) Vincent Rump, Sr. Assessment Officer (vincent.rump@impact-initiatives.org)				
Data sharing/uploading	Meike Palinkas, Research Manager (meike.palinkas@impact-initiatives.org) Vincent Rump, Sr. Assessment Officer (vincent.rump@impact-initiatives.org)				

7. Monitoring & Evaluation Plan

Standard monitoring and evaluation procedures have been developed by IMPACT to ensure sound implementation of activities. The M&E will be conducted by REACH staff based in Amman. REACH will review the activities on a regular basis and will monitor progress through key indicators and a wide range of means of verification. IMPACT M&E Tracker will be updated at country level on a monthly basis, to make sure that targets are met and potential challenges are mitigated. The Deputy Country Coordinator, in her capacity as Head of Programs, will oversee the M&E of the proposed intervention.

IMPACT Objective	External M&E Indicator	Internal M&E Indicator	Focal point	Tool	Will indicator be tracked?
Humanitarian stakeholders are accessing IMPACT products	Number of humanitarian organisations accessing IMPACT services/products Number of individuals accessing IMPACT services/products	# of downloads of x product from Resource Center	Country request to HQ	User_log	x Yes
		# of downloads of x product from Relief Web	Country request to HQ		x Yes
		# of downloads of x product from Country level platforms	Country team		NA
		# of page clicks on x product from REACH global newsletter	Country request to HQ		NA
		# of page clicks on x product from country newsletter, Friendly, bit.ly	Country team		x Yes
		# of visits to x webmap/x dashboard	Country request to HQ		NA
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	x Yes
		# references in single agency documents			

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

ANNEX 1: SUMMARY OF SAMPLE

The table below provides the number of samples per population group for each sub-district:

admin3Name	Total sample	IDPs in camps and sites	IDPs outside of camps and sites	Host community / residents
Hajin	78	0	27	51
Susat	74	0	15	59
Ain al Arab	75	0	3	72
Lower Shyookh	74	0	1	73
Sarin	75	0	3	72
A'rima	14	0	1	13
Thiban	74	0	10	64
Al-Hasakeh	101	21	39	41
Areesheh	75	22	2	51
Be'r Al-Hulo Al-Wardeyyeh	74	0	0	74
Hole	76	67	1	8
Markada	74	0	2	72
Shadadah	76	1	2	73
Tal Tamer	74	7	18	49
Al-Malikeyyeh	74	5	6	63
Jawadiyah	74	0	6	68
Ya'robiyah	75	0	2	73
Ar-Raqqa	150	65	34	51
Karama	75	0	14	61
Sabka	70	7	7	56
Al-Thawrah	75	1	17	57
Jurneyyeh	76	7	5	64
Mansura	76	12	6	58
Basira	75	1	4	70
Deir-ez-Zor	75	50	14	11
Khasham	70	3	11	56

Kisreh	90	28	16	46
Sur	74	0	11	63
Abu Qalqal	75	0	5	70
Al-Khafsa	74	0	5	69
Menbij	75	4	10	61
Amuda	75	0	24	51
Qahtaniyyeh	75	0	4	71
Quamishli	78	0	18	60
Tal Hmis	75	0	0	75
Darbasiyah	74	0	9	65
Ras Al Ain	75	0	18	57
Ein Issa SDF	74	0	1	73
Ein Issa TAF	74	0	2	72
SULUK SDF	51	0	0	51
SULUK TAF	74	0	7	67
Tell Abiad	74	0	10	64
A'zaz	75	41	21	13
Aghtrin	75	12	25	38
Mare'	75	3	32	40
Suran	75	19	31	25
Afrin	75	10	52	13
Bulbul	74	0	57	17
Jandairis	76	36	29	11
Ma'btali	74	11	40	23
Raju	74	4	45	25
Sharan	75	30	34	11
Sheikh El-Hadid	74	0	54	20
A'rima	59	4	11	44
Al Bab	75	18	29	28
Ar-Ra'ee	74	0	26	48
Tadaf	59	0	5	54

Ariha	75	0	24	51
Ehsem	74	0	25	49
Mhambal	74	3	20	51
Armanaz	76	16	18	42
Dana	86	55	16	15
Harim	75	20	29	26
Kafr Takharim	74	8	24	42
Qourqeena	74	27	22	25
Salqin	75	15	32	28
Bennsh	75	4	45	26
Idleb	75	2	35	38
Maaret Tamsrin	75	47	14	14
Sarmin	73	0	28	45
Teftnaz	73	0	19	54
Ghandorah	73	23	13	37
Jarablus	75	37	10	28
Atareb	75	28	23	24
Daret Azza	74	0	35	39
Badama	75	41	13	21
Darkosh	75	14	27	34
Janudiyeh	75	16	28	31
Jisr-Ash-Shugur	75	0	31	44

ANNEX 2: MODIFICATION TO THE CORE INDICATORS

See DAP

ANNEX 3: MODIFICATION TO THE ODK/KOBO QUESTIONNAIRE

Tool will be shared for review to HQ after finalization.