

# Research Terms of Reference

Identifying key drought preparedness and response gaps of drought and water scarcity response actors

IRQ2303

Iraq

IRQ2303

Version 1

**REACH** Informing more effective humanitarian action

## 1. Executive Summary

<b>Country of intervention</b>	Iraq		
<b>Type of Emergency</b>	<input checked="" type="checkbox"/>	<b>Natural disaster</b>	<input checked="" type="checkbox"/> <b>Conflict</b> <input type="checkbox"/> <b>Other (specify)</b>
<b>Type of Crisis</b>	<input type="checkbox"/>	<b>Sudden onset</b>	<input checked="" type="checkbox"/> <b>Slow onset</b> <input checked="" type="checkbox"/> <b>Protracted</b>
<b>Mandating Body/ Agency</b>	Bureau for Humanitarian Assistance (BHA) of the USAID		
<b>IMPACT Project Code</b>	10AVS		
<b>Overall Research Timeframe</b> (from research design to final outputs / M&E)	01/02/2023 to 30/05/2023		
<b>Research Timeframe</b> Add planned deadlines (for first cycle if more than 1)	1. Pilot/ training: 15/03/2023		6. Preliminary presentation: 04/05/2023
	2. Start collect data: 16/03/2023		7. Outputs sent for validation: 18/05/2023
	3. Data collected: 30/03/2023		8. Outputs published: 25/05/2023
	4. Data analysed: 04/04/2023		9. Final presentation: 30/05/2023
	5. Data sent for validation: 18/04/2023		
<b>Number of assessments</b>	<input checked="" type="checkbox"/>	<b>Single assessment (one cycle)</b>	
	<input type="checkbox"/>	Multi assessment (more than one cycle) [Describe here the frequency of the cycle]	
<b>Humanitarian milestones</b> Specify <b>what</b> will the assessment inform and <b>when</b> e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;	<b>Milestone</b>		<b>Deadline</b>
	<input type="checkbox"/>	Donor plan/strategy	--/ /----
	<input type="checkbox"/>	Inter-cluster plan/strategy	--/ /----
	<input type="checkbox"/>	Cluster plan/strategy	--/ /----
	<input checked="" type="checkbox"/>	<b>NGO platform plan/strategy: Water Scarcity Community of Practice (WS CoP)</b>	04/05/2023
<input checked="" type="checkbox"/>	<b>Other (Specify): To help Action Against Hunger (ACF) design their DRR trainings</b>	06/04/2023	
	<b>Audience type</b>		<b>Dissemination</b>

<p><b>Audience Type &amp; Dissemination</b> <i>Specify who will the assessment inform and how you will disseminate to inform the audience</i></p>	<p><input type="checkbox"/> Strategic  <b>X Programmatic</b>  <b>X Operational</b>  <input type="checkbox"/> [Other, Specify]</p>	<p><b>X General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors)</b>  <b>X Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting</b>  <b>X Presentation of findings (e.g. at HCT meeting; Cluster meeting)</b>  <b>X Website Dissemination (Relief Web &amp; REACH Resource Centre)</b>  <input type="checkbox"/> [Other, Specify]</p>
<p><b>Detailed dissemination plan required</b></p>	<p><input type="checkbox"/> Yes</p>	<p><b>X No</b></p>
<p><b>General Objective</b></p>	<p>To identify key drought preparedness gaps of the drought response actors, in order to inform WASH Working Groups (WASH WGs) Water Scarcity Community of Practice (WS CoP), and other actors within this field with highlighted needs and recommendations on drought preparedness, and to help ACF design and implement training and simulation programmes to better prepare these partners to lead water scarcity preparedness and response.</p>	
<p><b>Specific Objective(s)</b></p>	<p>To identify key gaps in actors' preparedness to respond to drought per the following pillars:</p> <p><b>A. Short-term / emergency response:</b> to understand actors' preparedness to respond to emergency water scarcity.</p> <p><b>B. Long-term / development response:</b></p> <ol style="list-style-type: none"> <li><b>1. Policy and governance engagement:</b> to understand actors' awareness of and engagement with the drought governance and policies available in their areas of intervention, including their engagement with the local authorities.</li> <li><b>2. Drought risk identification, monitoring and early warning:</b> <ul style="list-style-type: none"> <li>- To identify whether actors have identified drought risk, including the human, social, economic, and environmental vulnerability of the community.</li> <li>- To identify whether actors have identified and utilized information sources for drought monitoring and early warning systems.</li> </ul> </li> <li><b>3. Drought coordination, awareness, knowledge management and education:</b> <ul style="list-style-type: none"> <li>- To understand whether actors are engaged in and/or created effective knowledge exchange platforms with the participation of academia, practitioners, local authorities, and the community.</li> <li>- To understand whether actors are engaging in dialogue, exchange of information, and coordination with other disaster risk reduction, development, and emergency management actors.</li> </ul> </li> <li><b>4. Reducing underlying factors of drought risk:</b> to understand whether actors are implementing activities to reduce underlying risk factors by effective environmental and natural resource management, social and economic development practices, and land-use planning.</li> <li><b>5. Mitigation measures and preparedness:</b> to understand whether actors identified drought reduction measures, and local requirements and needs.</li> </ol>	
<p><b>Research Questions</b></p>	<ol style="list-style-type: none"> <li>1. Are actors aware of and regularly engaging with drought mitigation and response policies, governance, and regulations that are produced and/or adopted by the national and/or local authorities?</li> </ol>	

	<p>2. Do information sources exist and are they utilized by actors for drought risk identification, drought monitoring, and drought prediction through early warning systems?</p> <p>3. Are there effective platforms and materials for knowledge exchange and coordination on water scarcity response, and are actors regularly engaging in them?</p> <p>4. Are there effective activities and practices within the identified drought-prone areas to reduce risk factors?</p> <p>5. Are there are identified mitigation measure and plans of response?</p> <p>6. Are actors ready to respond to emergency water scarcity issues (including being prepared in terms of knowledge, policy, logistical, coordination, and finance)?</p>		
<b>Geographic Coverage</b>	Iraq (national scale)		
<b>Secondary data sources</b>	<ul style="list-style-type: none"> <li>- <a href="#">Hyogo Framework for Action 2005-2015</a> (World Conference on Disaster Reduction)</li> <li>- <a href="#">Drought Risk Reduction Framework and Practices, Preliminary version</a> 2007</li> <li>- <a href="#">Drought Risk Reduction Framework and Practices</a> 2009</li> <li>- <a href="#">Sendai Framework for Disaster Risk Reduction</a> 2015 - 2030</li> </ul>		
<b>Population(s)</b> <i>Select all that apply</i>	<input type="checkbox"/> IDPs in camp	<input type="checkbox"/> IDPs in informal sites	
	<input type="checkbox"/> IDPs in host communities	<input type="checkbox"/> IDPs [Other, Specify]	
	<input type="checkbox"/> Refugees in camp	<input type="checkbox"/> Refugees in informal sites	
	<input type="checkbox"/> Refugees in host communities	<input type="checkbox"/> Refugees [Other, Specify]	
	<input type="checkbox"/> Host communities	<input checked="" type="checkbox"/> <b>Actors working on water scarcity-related issues</b>	
<b>Stratification</b> <i>Select type(s) and enter number of strata</i>	<input type="checkbox"/> Geographical #: ___ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Group #: ___ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> [Other Specify] #: ___ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Data collection tool(s)</b>	<input checked="" type="checkbox"/> <b>Structured (Quantitative)</b>	<input type="checkbox"/> Semi-structured (Qualitative)	
	<b>Sampling method</b>		<b>Data collection method</b>
<b>Structured data collection tool # 1</b> <i>Select sampling and data collection method and specify target # interviews</i>	<input checked="" type="checkbox"/> <b>Purposive</b> <input type="checkbox"/> Probability / Simple random <input type="checkbox"/> Probability / Stratified simple random <input type="checkbox"/> Probability / Cluster sampling <input type="checkbox"/> Probability / Stratified cluster sampling <input type="checkbox"/> [Other, Specify]		<input checked="" type="checkbox"/> <b>Key informant interview (Target #): 122</b> <input type="checkbox"/> Group discussion (Target #): _____ <input type="checkbox"/> Household interview (Target #): _____ <input type="checkbox"/> Individual interview (Target #): _____ <input type="checkbox"/> Direct observations (Target #): _____ <input type="checkbox"/> [Other, Specify] (Target #): _____
<b>Target level of precision if probability sampling</b>	__% level of confidence		__ +/- % margin of error
<b>Data management platform(s)</b>	<input checked="" type="checkbox"/> <b>IMPACT</b>	<input type="checkbox"/> UNHCR	
	<input type="checkbox"/> [Other, Specify]		
<b>Expected output type(s)</b>	<input type="checkbox"/> Situation overview #: __	<input checked="" type="checkbox"/> <b>Report #: 01</b>	<input type="checkbox"/> Profile #: __
	<input checked="" type="checkbox"/> <b>Presentation (Preliminary findings) #: 01</b>	<input checked="" type="checkbox"/> <b>Presentation (Final) #: 01</b>	<input type="checkbox"/> Factsheet #: __

	<input type="checkbox"/>	Interactive dashboard #:_	<input type="checkbox"/>	Webmap #: __	<input type="checkbox"/>	Map #: __
	<input type="checkbox"/>	[Other, Specify] #: __				
<b>Access</b>	<input checked="" type="checkbox"/>	<b>Public (available on REACH resource center and other humanitarian platforms)</b>				
	<input type="checkbox"/>	Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)				
<b>Visibility</b> <i>Specify which logos should be on outputs</i>	<b>REACH</b>					
	<b>Donor: BHA</b>					
	<b>Partners: ACF (to be confirmed)</b>					

## 2. Rationale

### 2.1 Background

Iraq has been classified as the fifth most affected country by climate change effects<sup>1</sup>, and has already started facing drought. The drought has been caused by below average precipitation and an increase of temperatures, compounded by a reduction in river flow from upstream countries and poor management of water resources.<sup>2</sup> The drought has caused displacement and loss of livelihoods at least since 2018. The International Organisation of Migration in Iraq reported that 11,445 families (68,670 individuals) remained displaced because of drought conditions as of December 15th, 2022. The displaced people came from 10 out of the 19 provinces of Iraq.<sup>3</sup> The unstable political situation of Iraq, the close of the clusters (including WASH Cluster), and the closure of camps has left organisations and affected communities with little to no coordination regarding the mitigation and response of the drought. As a result, REACH Initiative and ACF, funded by BHA, have established, and are leading a Water Scarcity Community of Practice (WS CoP) as part of a larger project that is designed to respond to drought and water scarcity in Iraq. The WS CoP has been created to bring together all actors (NGOs, government, agencies, etc.) that are working on and/or concerned about the water scarcity situation in Iraq to enhance coordination, knowledge sharing, capacity building, and coordinated advocacy. However, it is essential to know how prepared and knowledgeable the actors are about drought and water scarcity-related issues in Iraq in order to facilitate a better response and help decision-makers with effective and efficient programming. Therefore, this assessment aims to identify the key information, logistical, coordination, policy, human resources, and other gaps in actors' preparedness to respond to drought and water scarcity. Additionally, this assessment also intends to help ACF, as an implementation partner in this project, design and roll out drought preparedness and disaster risk reduction trainings to fill to the identified gaps of these actors.

### 2.2 Intended impact

This assessment will provide actionable information for key actors working on the drought and water scarcity issues in Iraq. These actors include donors, government, UN agencies, national and international implementing organisations, and community-based organisations. It will help to identify gaps in the preparedness of these actors to respond to drought and water scarcity, accordingly, will help them improve the efficiency and effectiveness of their programming. Additionally, the assessment is also meant to inform ACF's design and implementation of trainings to fill the identified gaps. These trainings aim to improve the preparedness of implementing partners and government authorities to respond to drought and water scarcity.

## 3. Methodology

### 3.1 Methodology overview

The assessment will employ a quantitative approach consisting of primary data collection in the form of a structured online survey to key informants. The survey will be sent online to all WS CoP participants to fill in. There will be no stratification of

<sup>1</sup> United Nations Environment Programme (UNEP), [Iraq launches National Adaptation Plan process for climate change resilience](#), 2020

<sup>2</sup> Norwegian Refugee Council (NRC), [Iraq's drought crisis and the damaging effects on communities](#), 2021

<sup>3</sup> International Organization of Migration (IOM), [DTM Emergency Tracking - Climate-Induced Displacement - Southern Iraq](#), 2022

the consulted implementing partners. However, it is expected that the government authorities will also be part of this survey once the WASH WG is finalized, the government authorities are participating in it, and they have joined the WS CoP. In that time, the data might then be analysed again with the disaggregation of government and non-government entities.

### 3.2 Population of interest

The population of interest are members of the WS CoP, which include national and international NGOs, UN agencies, and government authorities. The WS CoP is a platform that was established late 2022 where all actors have interest and/or working in water scarcity meet to coordinate efforts and share knowledge and experiences. These actors are represented by different level employees within the WS CoP, such as country coordinators, program managers, water and/or WASH specialists, etc. These representatives are the key informants that will be targeted by the assessment where the questionnaire will be sent to them to fill it in. The questionnaire was already introduced and explained during the first WS CoP meeting that took place February 21, 2023 and all actors were informed about receiving this assessment before the second meeting that is expected to take place in March 21, 2023.

### 3.3 Secondary data review.

The following are the secondary data that informed the design of the questionnaire and the categorization of the data analysis plan:

- United Nations Office for Disaster Risk Reduction, [Hyogo Framework for Action 2005-2015](#) , 2005.
- United Nations Office for Disaster Risk Reduction, [Drought Risk Reduction Framework and Practices- Preliminary version](#), 2007
- United Nations Office for Disaster Risk Reduction, [Drought Risk Reduction Framework and Practices](#), 2009
- United Nations Office for Disaster Risk Reduction, [Sendai Framework for Disaster Risk Reduction](#) 2015 – 2030

### 3.4 Primary Data Collection

The data collection will be carried out by the project lead (REACH Senior GIS Officer) who will send the online KOBO survey through an email to all WS CoP participants. The survey is expected to be sent around mid-March 2023, and REACH will provide 10 working days for the participants to fill in the survey. However, if few participants submit the form and insufficient data is collected during the given period, the methodology will accordingly change. Then, 2 enumerators will be assigned to call the participants that did not submit the form and fill in the survey through a phone-based interview. The time this process might take is not clear, as it is not possible to know how many participants will fill in the survey and how many will remain to be called over the phone. In the worst case scenario, expecting all 120 did not fill it in, this will take around 8-12 working days. The calculation is to have 5 surveys done per enumerator per day, and two enumerators will conduct this task.

### 3.5 Data Processing & Analysis

The collected data will be uploaded via Kobo collect to a website accessible to the Senior GIS Officer, who, together with the database officer, will carry out data cleaning. As established in [IMPACT's Data Cleaning Minimum Standards Checklist](#), the data cleaning will involve searching for the following issues and errors and taking the required action:

- Inexplicable or impossible outlying figures
- Logical errors/inconsistencies
- Duplicated records
- Information that can be used to identify individuals
- Unreasonably quick interviews

For all issues and errors in the data that are the result of enumerators' choices and are not clearly explicable to the data cleaning staff, a follow-up will be carried out with the relevant enumerator to clarify and aid data correction. At the end of the process, the cleaned data will need to be checked and validated by REACH Initiatives HQ.

When data collection and cleaning is complete, analysis based on the research questions and data analysis plan will be carried out by the REACH senior GIS officer and database officer. R and Excel will be used for the data analysis. Based on the results of the analysis, a presentation of findings and a report will be produced. The key findings will be presented to the WS CoP participants.

## 4. Key ethical considerations and related risks

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

<b>The proposed research design...</b>	<b>Yes/ No</b>	<b>Details if no (including mitigation)</b>
... Has been coordinated with relevant stakeholders to <b>avoid unnecessary duplication</b> of data collection efforts?	Yes	
... <b>Respects respondents, their rights and dignity</b> ( <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 <b>expose data collectors to any risks as a direct result</b> of participation in data collection?	Yes	
... Does not <b>expose respondents / their communities to any risks as a direct result</b> of participation in data collection?	Yes	
... Does not involve <b>collecting information on specific topics which may be stressful and/ or re-traumatising</b> for research participants (both respondents and data collectors)?	Yes	
... Does not involve <b>data collection with minors</b> i.e. anyone less than 18 years old?	Yes	
... Does not involve <b>data collection with other vulnerable groups</b> e.g. persons with disabilities, victims/ survivors of protection incidents, etc.?	Yes	
... Follows IMPACT SOPs for management of <b>personally identifiable information</b> ?	Yes	

## 5. Roles and responsibilities

Table 3: Description of roles and responsibilities

<b>Task Description</b>	<b>Responsible</b>	<b>Accountable</b>	<b>Consulted</b>	<b>Informed</b>
Research design	REACH Senior GIS Officer (SGISO)	RESEARCH Manager (RM)	IMPACT Research Design and	NGOs, UN agencies,

			Data Unit; Senior GIS Officer (GISO)	donors, government
Supervising data collection	SGISO, RM	SGISO	RM	Country Coordinator (CC)
Data processing (checking, cleaning)	Database Officer, SGISO	SGISO	MPACT Research Design and Data Unit	RM, CC
Data analysis	Database Officer, SGISO	SGISO	MPACT Research Design and Data Unit	RM, CC
Output production	SGISO	RM	MPACT Research Design and Data Unit	RM, CC
Dissemination	SGISO	RM	CC; IMPACT Reporting Unit	RM, CC
Monitoring & Evaluation	SGISO	RM	Project development and M&E Officer	RM, CC
Lessons learned	SGISO	SGISO	MPACT Research Design and Data Unit	RM, CC

**Responsible:** the person(s) who executes the task

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

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

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

## 6. Data Analysis Plan

Research questions	IN #	Data collection method	Indicator group / sector	Indicator / Variable	Questionnaire Question	Instructions	Questionnaire Responses
	1.1	KI Interview	Key characteristics	Consent	<p>Would you like to participate in this assessment?</p> <p>The assessment information will be kept anonymous. This form is expected to last for around 30-40 minutes. Participants can withdraw the assessment at any time they wish to.</p> <p>This assessment is meant to identify key drought preparedness gaps of the drought response actors, in order to inform WASH Working Groups (WASH WGs), Water Scarcity Community of Practice (WS CoP), and other actors within this field with highlighted needs and recommendations on drought preparedness, and to help ACF design and implement training and simulation programmes to better prepare these partners to lead water scarcity preparedness and response.</p>	Select one	Yes No
	1.2	KI Interview	Key characteristics	The participated organisations	Would you please write the name of your organisation?	Text	
	1.3	KI Interview	Key characteristics	The designation of the respondent	Would you please write your position within the organisation?	Text	
	1.4	KI Interview	Key characteristics	Highest education qualification	Would you please write your highest level of education?	Text	

1.4	KI Interview	Key characteristics	Type of organisation	Would you please select the type of your organisation?	Select One	-National NGO -International NGO -Civil society organisation - UN agency - Governmental agency - Other
1.5	KI Interview	Key characteristics	Type of organisation	<b>If "Other" was selected:</b> Would you please describe the type of your organisation?	Text	
1.6	KI Interview	Key characteristics	Year of foundation	Would you please provide the year of foundation of the organisation?	Date	List of years
1.7	KI Interview	Key characteristics	Year of foundation in Iraq	Would you please provide the year of starting in Iraq (including KRI)?  <b>If this is an Iraqi organisation and the foundation year is same as the year starting in Iraq , please provide same year here too</b>	Date	List of years
1.8	KI Interview	Key characteristics	Total number of employees	Would you please provide the total number of your organisation's full-time Female employees?	Select one	0 (do not have) 1-2 3-10 11-30 >30 Do not know Prefer not to answer

1.9	KI Interview	Key characteristics	Total number of employees	Would you please provide the total number of your organisation's full-time Male employees?	Select one	0 (do not have) 1-2 3-10 11-30 >30 Do not know Prefer not to answer
1.10	KI Interview	Key characteristics	Total number of employees	Would you please provide the total number of your organisation's part-time Female employees?	Select one	0 (do not have) 1-2 3-10 11-30 >30 Do not know Prefer not to answer
1.11	KI Interview	Key characteristics	Total number of employees	Would you please provide the total number of your organisation's part-time Male employees?	Select one	0 (do not have) 1-2 3-10 11-30 >30 Do not know Prefer not to answer
1.12	KI Interview	Key characteristics	Areas of intervention	Would you please select the governorates with intervention of your organisation?	Select multiple	List of governorates
1.13	KI Interview	Key characteristics	Areas of intervention	Would you please select the districts with intervention of your organisation?	Select multiple	List of districts of previously selected governorates

1.14	KI Interview	Key characteristics	Mapping offices	Would you please select the districts in which you have offices in?	Select multiple	List of previously selected districts
				To which of the following aspects your organisation's Water Scarcity intervention is related?	Select multiple	<ul style="list-style-type: none"> <li>- Do not have projects related to water scarcity</li> <li>- WASH (humanitarian response)</li> <li>- Domestic water use (community level)</li> <li>- Agricultural water use</li> <li>- Public buildings</li> <li>- Industrial water use</li> <li>- Do not know</li> </ul>
1.15	KI Interview	Key characteristics	Total budget	Would you please select the range of the budget your organisation has in total for this year	Select One	<ul style="list-style-type: none"> <li>&lt; \$ 100K</li> <li>\$ 100k – 500K</li> <li>\$ 500K – 1M</li> <li>\$ 1 M – 3M</li> <li>\$ 3M – 10M</li> <li>\$ &gt;\$ 10M</li> <li>Don't know / prefer not to answer</li> </ul>
	KI Interview	Key characteristics	Total budget	<p>Would you please select the range of the budget that is specified for projects related to water scarcity?</p> <p><b>In case of having more than one project/intervention for water</b></p>	Select One	<ul style="list-style-type: none"> <li>&lt; \$ 100K</li> <li>\$ 100k – 500K</li> <li>\$ 500K – 1M</li> <li>\$ 1 M – 3M</li> <li>\$ 3M – 10M</li> <li>\$ &gt;\$ 10M</li> </ul>

					scarcity, please select the range that sums them up in total		Don't know / prefer not to answer
Are actors aware of and regularly engaging with drought mitigation and response policies, governance, and regulations that are produced and/or adopted by the national and/ or local authorities?	2.1	KI Interview	Policies, governance, and regulations	% of organisations reporting existence of the national and/or local government policies and/ or regulations on drought/water scarcity mitigation and response, and reporting being aware off them	Is your organisation aware of the national and/or local government policies and/ or regulations on drought/water scarcity mitigation and response (if they exist)?	Select one	-Yes (they exist, and aware of) -No (they do not exist) -Do not know
	2.2	KI Interview	Policies, governance, and regulations	The number of relevant policies available to mitigate drought/ water scarcity	<b>If "Yes" was selected:</b> Would you briefly describe all the relevant policies, please? (both at national and local level) <b>The description can contain whether is local/national? Is it applied already or planned? Does it apply to domestic, industrial, and/ or agricultural?</b>	Text	
Do information sources exist and are they utilized by actors for drought risk identification, drought monitoring, and drought prediction through	3.1	KI Interview	Drought monitoring and prediction	% of actors with drought risk assessment tools	Does your organisation have pre-established drought/ water scarcity risk assessment tools?	Select one	Yes No

early warning systems?

3.2	KI Interview	Drought monitoring and prediction	% of actors regularly collecting data on the risks and needs	<p><b>If "Yes" for Q3.1 was selected:</b></p> <p>Does your organisation regularly conduct drought / water scarcity risk assessments?</p> <p><b>The risk assessment includes identification of vulnerability (geographic areas, human, social, economic, etc.), and needs.</b></p>	Select one	Yes No
3.3	KI Interview	Drought monitoring and prediction	% Of assessments include identified drought-prone locations	<p><b>If "Yes" for Q3.2 was selected:</b></p> <p>Using your assessment data, has your organisation identified locations most vulnerable to water scarcity?</p>	Select one	Yes No
3.4	KI Interview	Drought monitoring and prediction	% of assessments publicly available	<p><b>If "Yes" for Q3.2 was selected:</b></p> <p>Are the data collected by your organisation publicly available?</p>	Select one	Yes No
3.5	KI Interview	Drought monitoring and prediction	% of organisations have access to secondary data for drought risk assessments and vulnerability	<p><b>If "No" for Q3.2 was selected:</b></p> <p>Does, your organisation have access to secondary data on drought risk and vulnerabilities?</p>	Select one	Yes No Do not know

3.6	KI Interview	Drought monitoring and prediction	% of organisations have access to secondary data for drought risk assessments and vulnerability	<p><b>If "Yes" for Q3.5 was selected:</b>                  Would you please provide the link/s to the secondary data that your organisation use?  <b>If link is not available, please provide a brief description of the data and its source</b></p>	Text	
3.7	KI Interview	Drought monitoring and prediction	% of assessments include identified drought-prone locations	<p><b>If "Yes" for Q3.5 was selected:</b>                  Using these secondary data, has your organisation identified locations most vulnerable to water scarcity?</p>	Select one	Yes No
3.8	KI Interview	Drought monitoring and prediction	% of each driver and/or exacerbating factor of water scarcity	<p>If any, which of the following has your organisation identified as drivers and/ or exacerbating factors of water scarcity in high-risk communities?</p>	Select multiple  <b>Condition: option "None" cannot be selected with any other options</b>	<ul style="list-style-type: none"> <li>- None/ Did not identify key drivers/ exacerbating factors</li> <li>- Natural hazards (climate change, drought)</li> <li>- Policies and regulations</li> <li>Infrastructure</li> <li>- Consumer's attitude (domestic, agricultural)</li> <li>- Others</li> </ul>

3.9	KI Interview	Drought monitoring and prediction	% of each driver and/or exacerbating factor of water scarcity	<p><b>If "Others" was selected:</b></p> <p>Would you please describe the other drivers?</p>	Text	
3.10	KI Interview	Drought monitoring and prediction	% of organisations with identified water scarcity triggers' threshold	<p>Does your organisation have pre-established triggers or thresholds of water scarcity needs that would prompt your organisation to respond?</p> <p><b>The trigger can for example be less than value X of water per capita, or lower than X level of groundwater, or X number of agricultural hectares failed crops for specific period.</b></p>	Select one	Yes No
3.10	KI Interview	Drought monitoring and prediction	% of organisations with identified water scarcity triggers' threshold	<p><b>If "Yes" was selected:</b></p> <p>Can you please list 1 to 3 of the main triggers your organisation has identified?</p>	Text	
3.11	KI Interview	Drought monitoring and prediction	% of organisations collect data and/or have access to secondary data for drought monitoring and prediction	Does your organisation collect data and/ or have access to secondary data sources to monitor and predict drought?	Select multiple	Collect data Utilize secondary data No

	3.12	KI Interview	Drought monitoring and prediction	% of organisations with a list of water sources within their area of intervention, and regularly monitor them	Does your organisation have and regularly monitor a list of available water sources within the areas with existing/potential drought?  <i>List of available sources should at least contain their geographical position, capacity, water quality, and usages</i>	Select one	Yes, and regularly monitor Yes, but do not monitor No
Are there effective water scarcity response platforms and materials for knowledge exchange and coordination , and are actors regularly engaging in them?	4.1	KI Interview	Drought coordination and knowledge management	% of actors that are aware of and regularly coordinating the WS matter with other relevant stakeholders/ actors	What actors/stakeholders working on water scarcity issues within your organisation's area of intervention are you aware of?	Select multiple  <b>Condition: option "None" cannot be selected with any other options</b>	None Local NGOs International NGOs Governmental authorities UN agencies Academia Community based organizations Activists Others
		KI Interview	Drought coordination and knowledge management	% of actors that are aware of and regularly coordinating the WS matter with other relevant stakeholders/ actors	<b>If "Others" was selected:</b>  Would you please describe the other actors/stakeholders?	Text	

	4.2	KI Interview	Drought coordination and knowledge management	% of actors reporting organized bodies for coordinating WS matter	<p><b>If Q4.1 was answered by one or more of the provided options:</b></p> <p>How does your organisation coordinate with them?</p>	Select multiple	<p>-Bilaterally</p> <p>-Through coordinated (organised) meetings</p> <p>-Do not coordinate with them</p>
	4.3	KI Interview	Drought coordination and knowledge management	% of actors reporting organized bodies for coordinating WS matter	<p><b>If “Through coordinated meetings” was selected:</b></p> <p>Would you please write the name of the coordination body and who chairs them?</p> <p><b>The coordination body is the platform used for coordinating between different actors within this field. It can be WASH working group meetings, governmental meetings, etc. Please just provide its name</b></p>	Text	
	4.4	KI Interview	Drought coordination and knowledge management	% of organisations with water scarcity IEC materials	<p>Does your organisation have identified water scarcity information, education, and communication (IEC) materials?</p> <p><b>(For example, domestic water conservation practices, change in irrigation systems, etc.)</b></p>	Select one	<p>Yes</p> <p>No</p> <p>Do not know</p>
	4.5	KI Interview	Drought coordination and knowledge management	% of each audience being identified to be approached for water scarcity response	<p>If any, which audience have you identified to work with for water conservation and awareness activities to maximize water savings?</p>	Select multiple	<p>Farmers</p> <p>Schools/ students</p> <p>Households</p> <p>Public sector/ government offices</p> <p>Private sector/ companies</p> <p><b>Condition: option “None” cannot be selected with any other options</b></p>

							Others None/ do not have a plan
Are there effective activities and practices within the identified drought-prone areas to reduce risk factors?	4.6	KI Interview	Drought coordination and knowledge management	% of each audience being identified to be approached for water scarcity response	<b>If "Others" was selected:</b>  Would you please describe the other audience/s?	Text	
	5.1	KI Interview	Risk factor reduction	% of actors having dedicated staff for WS response	Does your organisation have dedicated staff (within or outside of the mission/Iraq) for drought planning and response?	Select multiple  <b>Condition: option "No" cannot be selected with any other options</b>	In Iraq Outside Iraq No
	5.2	KI Interview	Risk factor reduction	% of organisations with dedicated staff for water scarcity advocacy	<b>If except "No" for Q5.1 was selected:</b>  Does the dedicated staff include staff for advocacy and/or do the tasks of the dedicated staff include advocacy?	Select one	Yes No
	5.3	KI Interview	Risk factor reduction	% of organisations implementing or have ready plans to respond to domestic water scarcity?	Does your organisation carrying out / have plans and bill of quantities (BOQs) to establish drought-resilient domestic water supply systems and management?	Select multiple  <b>Condition: option "No" cannot be selected with any other options</b>	Performing Have plans No

				(Such as greywater recycling, water-efficient appliances and fixtures)		
5.4	KI Interview	Risk factor reduction	% of organisations implementing or have ready plans to respond to agricultural water scarcity?	Does your organisation carrying out / have plans and BOQs to establish drought-resilient irrigation systems and agriculture water management? (such as modern irrigation systems, rainwater harvesting, drought-resistance crops, wastewater recycling)	Select multiple <b>Condition: option "No" cannot be selected with any other options</b>	Performing Have plans No
5.5	KI Interview	Risk factor reduction	% of each stakeholders approached by trainings	In the past two years, have you conducted capacity development / training on drought preparedness and/or response to any of the following?	Select multiple <b>Condition: option "None" cannot be selected with any other options</b>	None/ did not conduct trainings Own staff Government Community Other organisations Other
				<b>If "Others" was selected:</b>  Would you please describe the others?	Text	

	5.6	KI Interview	Risk factor reduction	% of organisations have clear ideas about what type of trainings are needed	<b>If "None" for Q5.5 was selected:</b> What type of training Does your organisation think is useful for each/any of the mentioned groups?	Text	
Are there are identified mitigation measure and plans of response?	6.1	KI Interview	Mitigation measures	% of organisations with identified water scarcity mitigation and response measures	Does your organisation have identified drought mitigation and response measures? <i>(such as water quotas, drought-resistance crops, new irrigation systems, etc)</i>	Select one	Yes No Do not know
	6.2	KI Interview	Mitigation measures	% of organisation identified supply chain for the implementation of the water scarcity response and mitigation measures	<b>If "Yes" for Q6.1 was selected:</b> Does your organisation have defined supply chain for the implementation of response measures?  <i>The supply chain here refers to the planning, procurement, storage, transport and delivery of different forms of supplies, works &amp; services used for projects to respond to water scarcity</i>	Select one	Yes No
Are actors ready to respond to emergency water scarcity issues (including being prepared in terms of knowledge, policy, logistical,	7.1	KI Interview	Emergency response	% of organisation have predefined formats / SOPs for external emergency communications	Does your organisation have predefined formats / SOPs for external emergency communications?	select one	Yes No
	7.2	KI Interview	Emergency response	% of organisation have identified emergency rosters to respond to water scarcity	Does your organisation have identified emergency rosters to respond to water scarcity?	select one	Yes No

coordination, and  
finance)?

7.3	KI Interview	Emergency response	% of organisation have WASH team trained on water scarcity emergency response	Does your organisation have WASH team trained on water scarcity emergency response? (activity adaptation, roles and responsibilities, policies)	select one	Yes No
7.4	KI Interview	Emergency response	% of organisation have specific water-borne disease outbreak response SOPs in place	Does your organisation have specific water-borne disease outbreak response SOPs in place?	select one	Yes No
7.5	KI Interview	Emergency response	% of organisation have a mapping of financial service providers active in the country	Does your organisation have a mapping of financial service providers active in the country?	select one	Yes No
7.6	KI Interview	Emergency response	% of officially registered with the government/local authorities in areas of potential/existing drought	Are you officially registered with the government/local authorities in areas of potential/existing drought?	select one	Yes No
7.7	KI Interview	Emergency response	% of organisation have an analysis of emergency supply needs and an emergency supply chain strategy defined and implemented	Does your organisation have an analysis of emergency supply needs and an emergency supply chain strategy defined and implemented (framework agreement, contingency stock, etc.)?	select one	Yes No
7.8	KI Interview	Emergency response	% of organisation have up to date market assessments	Does your organisation have up to date market assessments (e.g., availability of chlorinated/treated bottled water) and opportunities for cash programming identified?	select one	Yes No

7.9	KI Interview	Emergency response	% of organisation have minimum contingency stock of WASH NFI kits available in mission	Does your organisation have minimum contingency stock of WASH NFI (hygiene and water treatment) kits available in mission?	select one	Yes No
7.10	KI Interview	Emergency response	% of organisation have the updated potential partnership / referral priorities in the event of a water scarcity emergency	Does your organisation have the updated potential partnership / referral priorities in the event of a water scarcity emergency?	select one	Yes No

## 7. 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	<input checked="" type="checkbox"/> Yes
		# of downloads of x product from Relief Web	Country request to HQ		<input checked="" type="checkbox"/> Yes
		# of downloads of x product from Country level platforms	Country team		<input type="checkbox"/> Yes
		# of page clicks on x product from REACH global newsletter	Country request to HQ		<input type="checkbox"/> Yes
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly	Country team		<input type="checkbox"/> Yes
		# of visits to x webmap/x dashboard	Country request to HQ		<input type="checkbox"/> Yes
IMPACT activities contribute to better program implementation and coordination of the humanitarian response	Number of humanitarian organisations utilizing IMPACT services/products	# references in HPC documents (HNO, SRP, Flash appeals, Cluster/sector strategies)	Country team	Reference_log	<i>[List here relevant HPC-documents to be monitored: E.g. Iraq HNO 2018, Iraq Flash Appeal Mosul, Shelter Cluster strategy]</i>
		# references in single agency documents			<i>[List here relevant agency-documents to be monitored: E.g. UNHCR Country Strategy, UNICEF WASH Response Strategy]</i>
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_Feedback and Usage_Survey template	<i>[Outline here the usage survey to be implemented for this research cycle E.g. Usage survey to be conducted in November 2017,</i>
		Perceived usefulness and influence of IMPACT outputs			

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

**ANNEX 1: METHODOLOGY NOTES (IF RELEVANT)**

**ANNEX 2: [OTHER SPECIFY]**