Research Terms of Reference

Market monitoring initiative in Arid and Semi –Arid Land (ASAL) counties of Kenya

KEN2006
KENYA

28/07/2020
Version 1

IMPACT Shaping practices
Influencing policies
Impacting lives

1. Executive Summary

Country of intervention	Kenya					
Type of Emergency	x	Natural disaster	□	Conflict	□	Public health
Type of Crisis	□	Sudden onset	□	Slow onset	x	Protracted
Mandating Body/ Agency	*Government of Kenya (GoK)*					
Project Code	*24AMX*					
Overall Research Timeframe *(from research design to final outputs / M&E)*	01/06/2020 to 31/12/2020					

Research Timeframe[1]	1. Start data colllection: 5/08/2020 2. End data collection: 07/08/20 3. Data analysed: 14/08/2020 4. Data sent for validation: 1508/2020	5. Preliminary presentation: n|a 6. Outputs sent for validation: 21/08/2020 7. Outputs published: 4/09/2020 8. Final presentation: upon request by consortium members	

Number of assessments	□	Single assessment (one cycle)
	X	Multi assessment (more than one cycle) *5 monthly cycles, with prices collected twice a month*

Humanitarian milestones *Specify **what** will the assessment inform and **when** e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;*	**Milestone**		**Deadline**
	X	Donor plan/strategy	31/12/2020
	X	Inter-cluster plan/strategy	*Collected data will be feed into Kenya HNO analyses .*
	X	Cluster plan/strategy	*Collected data will feed into upcoming programs by actors planning cash-based interventions*
	X	NGO platform plan/strategy	*Collected data will feed into upcoming programs by actors planning cash-based interventions*
	□	Other (Specify):	

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[1] This is for the first round of market monitoring. The other rounds will be held every first and third week of every month.

Audience Type & Dissemination *Specify who will the assessment inform and how you will disseminate to inform the audience*	Audience type		Dissemination	
	X Strategic		X General Product Mailing .	
	X Programmatic		X Cluster Mailing .	
	X Operational		X Presentation of findings.	
	□ [Other, Specify]		X Website Dissemination (Relief Web & REACH Resource Centre)	
			□ [Other, Specify]	
Detailed dissemination plan required	□	Yes	X	No
General Objective	To understand consumer prices of key comodities and coping strategies adopted by communities living in locust affected areas when travel to major markets is not possible in order to inform cash transfer programming in Isiolo, Wajir, Samburu, Turkana, Marsabit and Mandera counties.			
Specific Objective(s)	1. To establish the availability of key commodities in the markets in locust affected areas. 2. To provide consumer prices of key commodities in assessed markets in locust affected areas. 3. To understand the coping strategies used by communities living in locust affected areas when travel to major markets is not possible due to COVID-19 related challenges.			
Research Questions	1. Which commodities are available in the market? 2. What are the prices of the commodities that are available in these markets? 3. What are the changes in price of commodities across different months? 4. What is the value of the Minimum Expenditure Basket? 5. Which coping strategies are used by community members when travel to major markets is not possible?			
Geographic Coverage	*Isiolo, Wajir, Samburu, Turkana, Marsabit and Mandera counties*			
Secondary data sources	*Market price monitoring in Somalia conducted by REACH initiative, April 2019* *Monthly price monitoring from FEWS NET and WFP* IMPACT global guidelines on COVID-19 market monitoring			
Population(s) *Select all that apply*	□	IDPs in camp	□	IDPs in informal sites
	□	IDPs in host communities	□	IDPs [Other, Specify]
	□	Refugees in camp	□	Refugees in informal sites
	□	Refugees in host communities	□	Refugees [Other, Specify]
	□	Host communities	X	Market vendors[2]
Stratification *Select type(s) and enter number of strata*	x	Geographical #:6 Population size per strata is known? □ Yes x No	□	Group #: _ _ _ Population size per strata is known? □ Yes □ No	□ *[Other Specify]* #: _ _ Population size per strata is known? □ Yes □ No
Data collection tool(s)	X	Structured (Quantitative)	□	Semi-structured (Qualitative)
	Sampling method		**Data collection method**	
Structured data collection tool # 1	X Purposive □ Snowballing □ [Other, Specify]		X Key informant interview (Target #): 3 per commodity in each market □ Individual interview (Target #):_ _ _ _ _	

[2] The retailers who will be included in this assessment are those who sell items to the host communities in the targeted locations where kenya cash consortium will give UCT in Locust affected areas in Isiolo, Wajir, Samburu, Turkana, Marsabit and Mandera.

				□	Focus group discussion (Target #):_ _ _ _ _		
				□	[Other, Specify] (Target #):_ _ _ _ _		
Data management platform(s)	X	IMPACT initiatives Kobo		□	UNHCR		
	□	[Other, Specify]					
Expected ouput type(s)	□	Situation overview #:_ _	□	Report #: _ _		□	Profile #: _ _
	□	Presentation (Preliminary findings) #: _ _	□	Presentation (Final) #: _ _		x	Factsheet #: 5
	□	Interactive dashboard #:_	□	Webmap #: _ _		□	Map #:
	x	10 datasets					
Access	X	Public (available on REACH resource center and other humanitarian platforms)					
	□	Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)					
Visibility *Specify which* **logos** *should be on outputs*	*ECHO Logo.* *Consortium Partners: ACTED, RACIDA, Oxfam, MIDP, WASDA, Concern, SAPCONE, PACIDA and IMPACT Initiatives*						

2. Rationale

2.1. Rationale

Kenya is suffering the worst desert locust invasion in 70 years. The counties of Isiolo, Wajir, Samburu, Turkana, Mandera and Marsabit, are the worst affected as billions of insects devour crops and grazing lands (browse and pasture), threatening the food security and livelihood of a population in a region already weakened by extreme-climate events and armed conflict. Households in these counties primarily rely on sale of livestock and consumption and/or sale of animals' products e.g., milk. The loss of browse and pasture deteriorates animals' bodies leading to a loss in production and income. In response to this, the Kenya Cash Consortium will provide unconditional cash transfers (UCTs) to 11,018 households affected by desert locust crisis in ASAL counties of Isiolo, Wajir, Samburu, Turkana, Mandera and Marsabit.

To inform humanitarian programing, IMPACT Initiatives in partnership with ACTED, Concern Worldwide and OXFAM, will conduct ten monthly market monitoring from August 2020 to December 2020 to assess the availability and prices of basic commodities that are typically sold in markets. This information will provide humanitarian organizations with price change information, which will inform their operations in order to respond accordingly.

3. Methodology

3.1 Methodology overview

Market monitoring will use quantitative methods of data collection by conducting key informant interviews with vendors. In order to reduce contact time between enumerators and vendors, enumerators will visit the major markets in each county to collect the phone numbers of vendors. Thereafter, surveys will be administered to vendors through phone calls. The tool for this assessment will be shared with Kenya Cash Consortium members for input. Three markets in the areas where Kenya cash consortium will be implementing this project will be randomly selected and three prices per item in the three markets will be collected. IMPACT initiatives will also ask about the coping strategies used by community members when travel to major markets is not possible due to COVID-19 related challenges.

3.2 Population of interest

- *Geographic area:* Locust affected areas in Isiolo, Wajir, Samburu, Turkana, Marsabit and Mandera counties
- *Population to be assessed:* Market vendors[2]
- *Unit of measurement:* Vendors at county level.

3.3 Secondary data review (outline key bibliography/sources you will use and for what). Existing market price monitoring tools from the COVID-19 market monitoring initiative in Nairobi informal settlements will be used to develop the assessment tools and methodology.

3.4 Primary Data Collection

Data will be collected through phone-based key informant interviews (KII) with purposively selected KIs selling items in the markets where cash interventions will be implemented by members of the Kenya Cash Consortium in Isiolo, Wajir, Samburu, Turkana, Marsabit and Mandera counties. First enumerators will go to the major markets accessed by community members in locust affected areas in Isiolo, Wajir, Samburu, Turkana, Marsabit and Mandera and administer a short survey which will collect the phone numbers of vendors and items sold. The enumerators will collect at least nine vendors selling each item so that buffer will be enough. In each market, the vendors will be purposively selected, but the vendors should not be less than 200 metres apart. The tool will be coded using Kobo and all data will be collected using ODK Collect on smart phones. Items included in the minimum expenditure basket (MEB) together with a few others that have been agreed upon with the Kenyan Cash Consortium members will be monitored. IMPACT will collect at least three prices per item in each county and data will be collected twice a month from August to December 2020. Enumerators will be guided on the selection criteria of vendors and the enumerators will make their selection based on the information provided to them. Since the enumerators come from the target locations, they may select only the traders that they have a good relationship with. To avoid this, the enumerators will be guided and the data monitored closely. Three markets in the areas where Kenya cash consortium will be implementing this project will be randomly selected and three prices per item in the three markets will be collected.

The vendor selection will be based on the below criteria:

- Traders must be retailers selling directly to consumers. Wholesalers should be avoided unless they commonly also sell directly to consumers.
- Traders must sell at least one item monitored as part of the market monitoring initiative survey; preferably, they will sell as many of these items as possible.
- Enumerators should aim to monitor the same traders or types of traders patronized by average consumers in the area. Traders selling upmarket goods and expensive brands that are not purchased by most households should be avoided.
- Traders with weight scales should be prioritized for food items. However, traders without weight scales may be interviewed as well if there are not enough traders with scales in the marketplace.
- To the extent possible, traders should be located in different parts of the market place. There are no restrictions on the size of the surveyed traders, as consumers typically buy from small as well as large traders.

Items to be assessed:

Food items		Non-food items	
White maize	Rice	Jerry cans	Exercise books
Maize flour	Sugar	Clean water	Pens
Beans	Wheat flour	Bar soap	Pencils
Cowpeas	Vegetable oil	Surgical mask	Rubbers
Pigeon peas	Tea leaves	Buckets	Kerosene
Kale	Cattle milk	Sanitary pads	
Salt	Spinach	Firewood	

Onions	Traditional vegetables (Managu, Terere, mrenda, kunde, sagaa, kanzira, malenge)	

IMPACT Initiatives will follow the guidelines by the Kenyan government and WHO and adapt accordingly if these change throughout the process. IMPACT data collection during COVID-19 SOPs will also be followed. Enumerators will wear protective equipment and visit the markets in each of the six counties only to collect the phone numbers of vendors selling different items that will be monitored as part of the market monitoring. In order to reduce the risk of *COVID-19* infection to the enumerators and IMPACT staff, all subsequent data will be collected using phone interviews.

3.5 Data Processing and Analysis

IMPACT will provide the full list of vendors to enumerators for data collection and in case of non-responses and refusal, the enumerators will communicate to the field supervisors who will pass the information to the assessment officer. This information will be closely monitored to the end of data collection. Collected data will be subjected to daily checks to identify outliers and any issues with data quality and divergence from the sample frame. IMPACT will follow the guidance provided in the IMPACT data cleaning minimum standards checklist to perform data cleaning. The data checking will be done on a daily basis and any errors arising will form a basis for debriefing the enumerators the following day. This will be done from the beginning to the end of data collection. In addition to the daily data checks, the final datasets will undergo a thorough cleaning, with any outstanding issues reported to the field staff for feedback. Following data cleaning, the median price of items in each county will be calculated using Excel then the median of the county-level medians will be calculated to get the median price of each item across the assessed area..

3. Roles and responsibilities

Table 2: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
Research design	*Assessment Officer*	*Assessment Officer*	IMPACT Research Design and Data Unit (RDDU), consortium members, Country Co-ordinator	*HQ,Consortium Members, county coordinator*
Supervising data collection	Field Team Lead	Database Officer	RDDU, Consortium members, Country Co-ordinator, Assessment officer	*HQ,Consortium Members, county coordinator*
Data processing (checking, cleaning)	Field Team Lead	Database Officer	RDDU, consortium members, Country Co-ordinator, Assessment officer	*HQ,Consortium Members, county coordinator*
Data analysis	Database Officer	Assessment officer	RDDU, consortium members, Country Co-ordinator, Assessment officer	*HQ,Consortium Members, county coordinator*

Market monitoring initiative in Arid and Semi –Arid Land (ASAL) counties of Kenya, August 2020

Output production	Assessment Officer, GIS officer	Assessment Officer	IMPACT Research Reporting Unit (RRU), consortium members, Country Co-ordinator	*HQ,Consortium Members, county coordinator*
Dissemination	Assessment Officer	Assessment Officer	Consortium members, Country Co-ordinator, HQ Communications Officer	*HQ,Consortium Members, county coordinator*
Monitoring & Evaluation	Assessment Officer	Assessment Officer	RDDU, consortium members, Country Co-ordinator	*HQ,Consortium Members, county coordinator*
Lessons learned	*Assessment Officer*	*Assessment Officer*	RDDU, consortium members, Country Co-ordinator	*HQ,Consortium Members, county coordinator*

4. Data Analysis Plan

	IN #	Indicator/ Variable	Questionnaire Question	Questionnaire Responses	Data collection level
	1.1	consent	Hallo, my name is (enumerator name), and I am working with IMPACT Initiatives, a member of the Kenya Cash Consortium. We are conducting a market monitoring exercise to inform humanitarian responses in this region. Please note that this exercise is used for monitoring of needs and responses, and does not directly influence the delivery of assistance. This interview will take about 15 minutes and your responses will remain confidential. Your participation is voluntary and you can choose not to answer any of the questions. You are also welcome to withdraw from the interview at any point. Do you agree to participate?	Yes No	
	1.2	The name of the county	County name	text	KI
		The name of the sub county	Sub county name	text	
	1.3	The name of the village	Village name:	text	KI
	1.4	Vendors, shop name	Shop name:	Text	KI
	1.5	Phone number of the vendor	What is your phone number?	Integer	KI
Which commodities are available in the market and their prices?	2.1	Items sold by vendors	What kind of items does this shop sell?	White maize Maize flour Beans Cowpeas Pigeon peas Rice Sugar Wheat flour	KI

				Vegetable oil	
				Tea leaves	
				Salt	
				Goat meat	
				Cattle meat	
				Cattle milk	
				Tomatoes	
				Onions	
				Cabbage	
				Jerry can	
				Surgical mask	
				Bar soap	
				Clean water	
				Bucket	
				Sanitary pads	
				Firewood	
				Charcoal	
				Kerosene	
	2.2	Median price of white maize per kilogram (kg)	How much is 1 kg of white maize in KES? For how many days do you expect your current stock of white maize to last? If you placed an order for white maize today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.3	Median price of white maize flour per kg	How much is 1 kg of maize flour in KES? For how many days do you expect your current stock of maize flour to last? If you placed an order for maize flour today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.4	Median price of beans per kg	How much is 1 kg of beans in KES? For how many days do you expect your current stock of beans to last? If you placed an order for beans today, how many days do you	Integer	KI

			anticipate it would take you to restock at this time?		
	2.5	Median price of cowpeas per kg	How much is 1 kg of cowpeas in KES? For how many days do you expect your current stock of cowpeas to last? If you placed an order for cow peas today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.6	Median price of pigeon peas per kg	How much is 1 kg of Pigeon peas in KES? For how many days do you expect your current stock of Pigeon peas to last? If you placed an order for pigeon peas today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.7	Median price of rice per kg	How much is 1 kg of rice in KES? For how many days do you expect your current stock of rice to last? If you placed an order for rice today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.8	Median price of sugar per kg	How much is 1 kg of sugar in KES? For how many days do you expect your current stock of sugar to last? If you placed an order for sugar today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.9	Median price of wheat flour per kg	How much is 1 kg of wheat flour in KES? For how many days do you expect your current stock of wheat flour to last? If you placed an order for wheat flour today, how many days do you	Integer	KI

			anticipate it would take you to restock at this time?		
	2.10	Median price of vegetable oil per litre	How much is 1 litre of vegetable oil in KES? For how many days do you expect your current stock of vegetable oil to last? If you placed an order for vegetable oil today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.11	Median price of tea leaves per 50 g	How much is 50g of tea leaves in KES? For how many days do you expect your current stock of tea leaves to last? If you placed an order for tea leaves today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.12	Median price of salt per 500 g	How much is 500 g of salt in KES? For how many days do you expect your current stock of salt to last? If you placed an order for salt today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.13	Median price of cattle milk per litre	How much is 1 litre of cattle milk in KES? For how many days do you expect your current stock of cattle milk to last? If you placed an order for cattle milk today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.14	Median price of onions per kg	How much is 1 kg of onions in KES? For how many days do you expect your current stock of onions to last?	Integer	KI

			If you placed an order for onions today, how many days do you anticipate it would take you to restock at this time?		
	2.15	Median price of kales per kg	How much is 1 kg of kales in KES? For how many days do you expect your current stock of kales to last? If you placed an order for kales today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.16	Median price of spinach per kg	How much is 1 kg of Spinach in KES? For how many days do you expect your current stock of spinach to last? If you placed an order for spinach today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.17	Median price of traditional vegetables per kg	How much is 1 kg of traditional vegetables (Managu, Terere, mrenda, kunde, sagaa, kanzira, malenge) in KES? For how many days do you expect your current stock of Traditional vegetables to last? If you placed an order for traditional vegetables today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.18	Median price of one surgical mask	How much is one surgical mask in KES? For how many days do you expect your current stock of surgical mask to last? If you placed an order for surgical mask today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.19	Median price of one piece of cloth mask	How much is one cloth mask in KES? For how many days do you expect your current stock of cloth mask to last?	Integer	

			If you placed an order for surgical mask today, how many days do you anticipate it would take you to restock at this time?		
	2.20	Median price of 200g bar soap	How much is a 200 g bar of soap in KES? For how many days do you expect your current stock of soap to last? If you placed an order for bar soap today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.21	Median price of 20 litre jerrycan .	How much is a 20 litre jerry can in KES? For how many days do you expect your current stock of jerry cans to last? If you placed an order for jerry cans today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.22	Median price 20 litre bucket	How much is a plastic 20 litre bucket in KES? For how many days do you expect your current stock of buckets to last? If you placed an order for plastic buckets today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.23	Median price of 8 pack sanitary pad	How much is a 8 pack of sanitary pads? For how many days do you expect your current stock of sanitary pads to last? If you placed an order for sanitary pads today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.24	Median price of firewood bundle.	How much is a bundle of firewood in KES? For how many days do you expect your current stock of firewood to last?	Integer	KI

			If you placed an order today, how many days do you anticipate it would take you to restock at this time?		
	2.25	Median price of 2 kg tin of charcoal.	How much is a 2kg tin of charcoal in KES? For how many days do you expect your current stock of firewood to last? If you placed an order today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.26	Median price of 1 litre of kerosene.	How much is 1 litre of kerosene in KES? For how many days do you expect your current stock of firewood to last? If you placed an order for firewood today, how many days do you anticipate it would take you to restock at this time?	Integer	KI
	2.27	Median price of one pencil	How much is 1 pencil in KES? For how many days do you expect your current stock of pencils to last? If you placed an order for pencils today, how many days do you anticipate it would take you to restock at this time?		
	2.28	Median price of one pen	How much is 1 pen in KES? For how many days do you expect your current stock of pens to last? If you placed an order for pens today, how many days do you anticipate it would take you to restock at this time?		
	2.29	Median price of 32 pages A5 exercise book	How much is 32 pages A5 exercise book in KES? For how many days do you expect your current stock of exercise books to last? If you placed an order for exercise books today, how many days do you anticipate it would take you to restock at this time?		
	2.30	Median price of one rubber	How much is 1 rubber in KES?		

			For how many days do you expect your current stock of rubber to last? If you placed an order for rubber today, how many days do you anticipate it would take you to restock at this time?		
	2.31	Median price of 20 litre jerrycan of water	How much do you charge to fill a 20 litre jerry can with clean water in KES?	Integer	KI
Which coping strategies are used by community members when travel to major markets is not possible?	3.1	Vendors source of supply	Which of the following sources of supply do you use for the majority of commodities that you sell?	Buy from a wholesaler or supplier in this village Buy from a wholesaler or supplier in another village Other	KI
	3.2		What is the name of the other village/town where your supplier is located?	text	KI
	3.3	Challenges experienced by vendors	Do you face any challenges in restocking?	Yes, due to COVID-19 related challenges Yes, due to desert locust invasion challenges Yes, due to other challenges No	KI
	3.4		If yes, which of the following best describe these challenges? Please specify "Other"	Unusable roads making transportation of stock a challenge My supplier does not have enough of the commodities I cannot afford to restock at this time/scale up Theft or damage of commodities Sudden increase in demand for commodities Lack of vehicles to transport commodities Increase in price of commodities by supplier Movement restrictions to prevent the spread of COVID-19 Other Text	KI
	3.5	Percentage of vendors reporting a reduction in the number of customers they receive daily compared to three months ago	Has the number of customers purchasing from your shop changed in the last 30 days? If yes, how has the number of customers purchasing from your shop changed in the last 30 days?	Yes No Increase Decreased	KI
	3.6	Number of vendors in this marketplace that have closed their business compared to three months ago	How many vendors in this market do you know or have heard about, that closed down their businesses in the last 30 days? Why did they close down their business?	integer Due to COVID-19 related challenges Due to desert locust invasion challenges Due to other challenges Do not know	KI

	3.7	Per cent of vendors reporting desert locust invasion having affected availability of items in the markets	Has desert locust invasion affected the availability of items in this market? If yes, which items?	Yes No List of items	KI
	3.8	Per cent of vendors reporting desert locust invasion having caused a change of price for items in the markets	Has the price of items changed since the desert locust invasion? If yes, which items? How has the price changed? What could be the cause of these price changes?	Yes No List of items Increased Decreased Increased for some items and decreased for other items text	KI
	3.9	Top reported coping strategies used by vendors during the desert locust crisis	How do you and other vendors in this location cope with the desert locust crisis?	text	KI
	3.10	Top reported coping strategies used by producers during the desert locust crisis	How do producers eg. farmers in this location cope with the desert locust crisis?	text	KI
	3.7	Number of vendors reporting that the community faces challenges in accessing to the major markets	Do community members face any challenges in accessing the major market in this location? (Major market is the market where most of the goods and services are available in that location and most of the community members buys from that market)	Yes, due to COVID-19 related challenges Yes, due to desert locust invasion challenges Yes, due to other challenges No	KI
	3.8	Challenges experienced by community members in travelling to major markets	Which challenges do community members face in accessing major markets?	HHs are unable to access masks required to enter the market Physical attacks by community members in the markets Verbal harassment by community members while travelling to the markets Verbal harassment by community members in the markets Sexual and gender based violence while travelling to the markets Sexual and gender based violence in the markets Abduction while travelling to the markets Abduction while in the markets Theft while traveling to the market Theft in the market Disabled and cannot physically reach the market Long distance to the market Lack of basic items in the markets Items are too expensive Community members have no cash or low purchasing power	KI

				Avoiding markets due to fear of COVID-19 Avoiding markets due to increased military or police presence Long waiting times or long queues at markets Consumers do not have proper authorization or permission for movement Challenges due to restricted opening hours Other	
	3.9	coping strategies used by community when travel to major markets is not possible	When access to the major markets is not possible, where do community members buy their goods and services? Please specify	Shopping centres in their villages Shopping centres in the neighbouring villages Shops near homes Smaller markets Other	KI
	3.10		What challenges do community members face when access to major markets is not possible? Please specify	Lack of some basic commodities in the shopping centres/shops near homes/smaller markets Prices of commodities being too high in the shopping centres/shops near homes/smaller markets Lack of variety of products to choose from in the shopping centres/shops near homes/smaller markets Low quality of products in in the shopping centres/shops near homes/smaller markets Other	KI

5. Data Management Plan

6. Monitoring & Evaluation Plan

IMPACT Objective	External M&E Indicator	Internal M&E Indicator	Focal point	Tool	Will indicator be tracked?
Humanitaria n 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		x Yes
		# of page clicks on x product from REACH global newsletter	Country request to HQ		x Yes
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly	Country team		x Yes
		# of visits to x webmap/x dashboard	Country request to HQ		□ Yes
IMPACT activities contribute to better program implementati on and coordination of the humanitaria n response	Number of humanitarian organisations utilizing IMPACT services/products	# references in HPC documents (HNO, SRP, Flash appeals, Cluster/sector strategies)	Country team	Referen ce_log	Kenya 2020 Humanitarian Needs Overview
		# references in single agency documents			
Humanitaria n stakeholders are using IMPACT products	Humanitarian actors use IMPACT evidence/product s as a basis for decision making, aid planning and delivery Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	Perceived relevance of IMPACT country-programs	Country team	Usage_ Feedba ck *and* Usage_ Survey templat e	Decisions made and implemented on the basis of the assessment – to be checked with operational and donor partners to ask what actions they took on the basis of the findings and recommendations. This assessment may also be included in a usage survey of partners if one is conducted in the future.
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			
		Perceived capacity of IMPACT staff			

		Perceived quality of outputs/programs			
		Recommendations to strengthen IMPACT programs			
Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle	Number and/or percentage of humanitarian organizations directly contributing to IMPACT programs *(providing resources, participating to presentations, etc.)*	# of organisations providing resources (i.e.staff, vehicles, meeting space, budget, etc.) for activity implementation	Country team	Engagement_log	x Yes
		# of organisations/clusters inputting in research design and joint analysis			x Yes
		# of organisations/clusters attending briefings on findings;			x Yes