

Research Terms of Reference

Calibration Assessment

UKR2206C

Ukraine

November 2023
V2

REACH Informing
more effective
humanitarian action

1. Executive Summary

Country of intervention	Ukraine				
Type of Emergency	<input type="checkbox"/>	Natural disaster	<input checked="" type="checkbox"/>	Conflict	<input type="checkbox"/> Other (specify)
Type of Crisis	<input checked="" type="checkbox"/>	Sudden onset	<input type="checkbox"/>	Slow onset	<input type="checkbox"/> Protracted
Mandating Body/ Agency	OCHA, ICCG				
IMPACT Project Code	64BAG, 64BAO				
Overall Research Timeframe (from research design to final outputs / M&E)	01/10/2023 to 01/05/2024				
Research Timeframe <i>Add planned deadlines (for first cycle if more than 1)</i>	1. Pilot/ training: 15/01/2024		6. Output drafted: 26/03/2024		
	2. Start collect data: 17/01/2024		7. Output sent for validation: 26/03/2024		
	3. Data collected: 09/02/2024		8. Output published: 05/04/2024		
	4. Data cleaned and sent for validation: 21/02/2024				
	5. Data analysed and sent for validation: 01/03/2024				
Number of assessments	<input checked="" type="checkbox"/>	Single assessment (one cycle)			
	<input type="checkbox"/>	Multi assessment (more than one cycle)			
Humanitarian milestones	Milestone		Deadline		
	<input type="checkbox"/>	Donor plan/strategy	__/__/____		
	<input checked="" type="checkbox"/>	Inter-cluster plan/strategy and targeting updates throughout HPC	Ongoing		
	<input checked="" type="checkbox"/>	Cluster plan/strategy updates throughout HPC	Ongoing		
	<input type="checkbox"/>	NGO platform plan/strategy	__/__/____		
	<input type="checkbox"/>	Other (Specify):	__/__/____		
Audience Type & Dissemination	Audience type		Dissemination		
	<input checked="" type="checkbox"/>	Strategic	X General Product Mailing (mail to NGO consortium; HCT participants; ICCG, Donors)		
	<input checked="" type="checkbox"/>	Programmatic			
	<input checked="" type="checkbox"/>	Operational	X Cluster Mailing (Health, Shelter, WASH, FSL, Education, Cash, Protection) and presentation of findings at cluster/working group meeting		
	<input type="checkbox"/>	[Other, Specify]			

			X Presentation of findings (e.g. at HCT meeting; ICCG meeting, Cluster meetings) X Website Dissemination (Relief Web & REACH Resource Centre) <input type="checkbox"/> [Other, Specify]	
Detailed dissemination plan required	<input type="checkbox"/>	Yes	X	No
General Objective	To understand and analyse the changes over time in core indicators and drivers of humanitarian needs of populations across the Government Controlled Areas (GCA) ¹ of Ukraine so as to inform the targeting updates of the Humanitarian Response Plan (HRP) for 2024 and contribute to an evidence-based humanitarian response and (re)prioritisation thereof, as necessary.			
Specific Objective(s)	<ol style="list-style-type: none"> 1. To understand household demographics and displacement trends. 2. To identify vulnerabilities² and humanitarian needs at the household-level, for both internally displaced and non-displaced communities residing in GCAs of Ukraine. 3. To understand the changes in humanitarian needs, as well as shifts in access to- and functionality of services over time and variation among different household demographics across the surveyed area, including displaced and non-displaced households and rural and urban settled households. 4. To measure household reliance on consumption-based and livelihood coping mechanisms as defined in the Consolidated Approach to Reporting Indicators of Food Security (CARI guidelines).³ 5. To determine the characteristics of households with deprivation of their essential needs within each sector and across sectors in order to identify compounding humanitarian needs. 6. To understand accountability to affected populations, including preference for types of and satisfaction with humanitarian assistance as well as needs and preference for types of information to be received. 			
Research Questions	<ol style="list-style-type: none"> 1. What is the demographic breakdown of households (HHs) and what are the displacement trends in surveyed areas in Ukraine? 2. What are the essential needs of households related to shelter and NFI, WASH, food security, education, health, livelihoods, and protection? 3. What are the patterns of income and expenditures amongst different categories of households? 4. What is the variation of humanitarian needs among different household demographics across the surveyed area, including displaced and non-displaced households and rural and urban settled households? 5. To what extent have there been changes in humanitarian needs and shifts in access to- and functionality of services over time as compared to the MSNA baseline data? 6. To what extent do affected populations rely on coping mechanisms to meet their immediate needs, and what are the most prevalent ways of coping? 			

¹ Areas that are under the control of the GoU at the time of sampling, as monitored by [LiveUA](#).

² Vulnerability of a household can be defined as diminished capacity to anticipate, cope with, resist and recover from the impact of a conflict due to any members of the household having certain characteristics that imply such a vulnerability.

³ World Food Programme, [Consolidated Approach to Reporting Indicators of Food Security \(CARI\) Guidelines, Third Edition](#), December 2021

	7. What are the geographic differences in the severity of needs in each sector between the assessed areas?																													
	8. What types of humanitarian assistance are being offered to affected populations, and are affected populations satisfied with the provided assistance? What types of information would affected persons like to receive and in what format?																													
Geographic Coverage	Whole of Ukraine, with the exclusion of Luhanska oblast (an area beyond the control of the GoU at the time of sampling, as monitored by LiveUA) due to phone communications disruptions in the area.																													
Secondary data sources	2023 REACH Ukraine Multi-Sector Needs Assessment (MSNA) 2022-2023 REACH Ukraine Humanitarian Situation Monitoring (HSM) 2024 Ukraine Humanitarian Needs Overview (HNO) 2024 Ukraine Humanitarian Response Plan (HRP) 2022-2023 Ukraine Situation Reports OCHA 2022-2023 IOM Displacement Tracking Matrix (DTM) More detailed information can be found under Point 3.3 Secondary Data Review in the Methodology section.																													
<i>Select all that apply</i>	<table border="1"> <tr> <td><input checked="" type="checkbox"/></td><td>IDPs in host communities</td> <td><input checked="" type="checkbox"/></td><td>Returnees</td> </tr> <tr> <td><input checked="" type="checkbox"/></td><td>Host communities (including non-displaced conflict-affected populations)</td> <td><input type="checkbox"/></td><td>Other</td> </tr> </table>	<input checked="" type="checkbox"/>	IDPs in host communities	<input checked="" type="checkbox"/>	Returnees	<input checked="" type="checkbox"/>	Host communities (including non-displaced conflict-affected populations)	<input type="checkbox"/>	Other																					
<input checked="" type="checkbox"/>	IDPs in host communities	<input checked="" type="checkbox"/>	Returnees																											
<input checked="" type="checkbox"/>	Host communities (including non-displaced conflict-affected populations)	<input type="checkbox"/>	Other																											
Stratification <i>Select type(s) and enter number of strata</i>	<table border="1"> <tr> <td><input checked="" type="checkbox"/></td><td>Geographical #:24 (23 oblasts and Kyiv city), with a quota for each strata: minimum 50 rural HHs sampled per oblast Population size per strata is known? X Yes <input type="checkbox"/> No</td> <td><input type="checkbox"/></td><td>Group #: __ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No</td> <td><input type="checkbox"/></td><td>[Other Specify] #: __ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> </table>	<input checked="" type="checkbox"/>	Geographical #:24 (23 oblasts and Kyiv city), with a quota for each strata: minimum 50 rural HHs sampled per oblast Population size per strata is known? X 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																							
<input checked="" type="checkbox"/>	Geographical #:24 (23 oblasts and Kyiv city), with a quota for each strata: minimum 50 rural HHs sampled per oblast Population size per strata is known? X 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																									
Data collection tool(s)	<table border="1"> <tr> <td><input checked="" type="checkbox"/></td><td>Structured (Quantitative)</td> <td><input type="checkbox"/></td><td>Semi-structured (Qualitative)</td> </tr> </table>	<input checked="" type="checkbox"/>	Structured (Quantitative)	<input type="checkbox"/>	Semi-structured (Qualitative)																									
<input checked="" type="checkbox"/>	Structured (Quantitative)	<input type="checkbox"/>	Semi-structured (Qualitative)																											
	<table border="1"> <thead> <tr> <th colspan="2">Sampling method</th> <th colspan="2">Data collection method</th> </tr> </thead> <tbody> <tr> <td> Structured data collection tool # 1 <i>Select sampling and data collection method and specify target # interviews</i> </td> <td> <input type="checkbox"/> Purposive <input checked="" 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] </td> <td> <input type="checkbox"/> Key informant interview (Target #):_____ <input type="checkbox"/> Group discussion (Target #):_____ <input checked="" type="checkbox"/> Household interview (Target #): 4,944 <input type="checkbox"/> Individual interview (Target #):_____ <input type="checkbox"/> Direct observations (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____ </td> <td></td> </tr> <tr> <td>Target level of precision if probability sampling</td> <td>95% level of confidence</td> <td colspan="2">7+/- % margin of error</td> </tr> <tr> <td>Data management platform(s)</td> <td> <table border="1"> <tr> <td><input checked="" type="checkbox"/></td><td>IMPACT</td> <td><input type="checkbox"/></td><td>UNHCR</td> </tr> </table> </td><td colspan="3"></td></tr> <tr> <td>Expected output type(s)</td><td> <table border="1"> <tr> <td><input type="checkbox"/></td><td>Situation overview #: __</td> <td><input type="checkbox"/></td><td>Report #: __</td> <td><input type="checkbox"/></td><td>Profile #: __</td> </tr> </table> </td></tr> </tbody> </table>	Sampling method		Data collection method		Structured data collection tool # 1 <i>Select sampling and data collection method and specify target # interviews</i>	<input type="checkbox"/> Purposive <input checked="" 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 type="checkbox"/> Key informant interview (Target #):_____ <input type="checkbox"/> Group discussion (Target #):_____ <input checked="" type="checkbox"/> Household interview (Target #): 4,944 <input type="checkbox"/> Individual interview (Target #):_____ <input type="checkbox"/> Direct observations (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____ 		Target level of precision if probability sampling	95% level of confidence	7+/- % margin of error		Data management platform(s)	<table border="1"> <tr> <td><input checked="" type="checkbox"/></td><td>IMPACT</td> <td><input type="checkbox"/></td><td>UNHCR</td> </tr> </table>	<input checked="" type="checkbox"/>	IMPACT	<input type="checkbox"/>	UNHCR				Expected output type(s)	<table border="1"> <tr> <td><input type="checkbox"/></td><td>Situation overview #: __</td> <td><input type="checkbox"/></td><td>Report #: __</td> <td><input type="checkbox"/></td><td>Profile #: __</td> </tr> </table>	<input type="checkbox"/>	Situation overview #: __	<input type="checkbox"/>	Report #: __	<input type="checkbox"/>	Profile #: __
Sampling method		Data collection method																												
Structured data collection tool # 1 <i>Select sampling and data collection method and specify target # interviews</i>	<input type="checkbox"/> Purposive <input checked="" 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 type="checkbox"/> Key informant interview (Target #):_____ <input type="checkbox"/> Group discussion (Target #):_____ <input checked="" type="checkbox"/> Household interview (Target #): 4,944 <input type="checkbox"/> Individual interview (Target #):_____ <input type="checkbox"/> Direct observations (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____ 																												
Target level of precision if probability sampling	95% level of confidence	7+/- % margin of error																												
Data management platform(s)	<table border="1"> <tr> <td><input checked="" type="checkbox"/></td><td>IMPACT</td> <td><input type="checkbox"/></td><td>UNHCR</td> </tr> </table>	<input checked="" type="checkbox"/>	IMPACT	<input type="checkbox"/>	UNHCR																									
<input checked="" type="checkbox"/>	IMPACT	<input type="checkbox"/>	UNHCR																											
Expected output type(s)	<table border="1"> <tr> <td><input type="checkbox"/></td><td>Situation overview #: __</td> <td><input type="checkbox"/></td><td>Report #: __</td> <td><input type="checkbox"/></td><td>Profile #: __</td> </tr> </table>	<input type="checkbox"/>	Situation overview #: __	<input type="checkbox"/>	Report #: __	<input type="checkbox"/>	Profile #: __																							
<input type="checkbox"/>	Situation overview #: __	<input type="checkbox"/>	Report #: __	<input type="checkbox"/>	Profile #: __																									

<input type="checkbox"/>	Presentation (Preliminary findings) #: 1	<input type="checkbox"/>	Presentation (Final) #: __	<input checked="" type="checkbox"/>	Factsheet #: 1
<input type="checkbox"/>	Interactive dashboard #: __	<input type="checkbox"/>	Webmap #: __	<input type="checkbox"/>	Map #: __
<input type="checkbox"/>	[Other, Specify] #: __				
Access	<input checked="" type="checkbox"/>	Public (available on REACH resource center and other humanitarian platforms)			
	<input type="checkbox"/>	Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)			
Visibility Specify which logos should be on outputs	REACH				
	Donor: FCDO, BHA				
	Coordination Framework: None				
	Partners: None				

2. Rationale

2.1 Background

Escalation of the conflict into war in Ukraine on 24 February 2022 resulted in wide-scale displacement of people, with almost 6 million people living as refugees across Europe (as of 28 November 2023)⁴ and an estimated 3.7 million people displaced internally across Ukraine (as of 25 September 2023)⁵. The prolonged hostilities and widescale destruction of civilian infrastructure led to severe deterioration of people's access to essential services, including energy, water supply, heating, healthcare, and others, leaving 17.6 million people in need of humanitarian assistance as of February 2023.⁶ Furthermore, the renewal of attacks targeting Ukraine's energy infrastructure as well as attacks on water and gas systems are likely to further worsen the crisis with winter's arrival, particularly in areas near the front line.⁷ The situation remains particularly worrying in areas closer to the frontlines that were found to be experiencing higher levels of overall needs and in some of which the highest numbers of people in need were registered.⁸

Given the dynamic nature of the humanitarian situation in Ukraine, ongoing monitoring of needs and response is needed to ensure the response plans remain aligned with the situation on the ground. Since the other available tools for measuring changing needs were not geographically granular enough to inform detailed review and planning, the gaps in terms of up-to-date information about the humanitarian situation and needs of the population persisted. In response to these gaps, REACH has been conducting series of assessments and monitoring activities⁹, including regular Humanitarian Situation Monitoring (HSM) activities since March 2022 to provide up-to-date and evidence-based data on the humanitarian needs and service access challenges across Ukraine.

Furthermore, in response to the existing gaps, and at the request of the Humanitarian Country Team (HCT), REACH implemented Multi-Sectoral Needs Assessment (MSNA)¹⁰ in June-August 2023 aiming to increase understanding of vulnerable demographics, the scope and severity humanitarian needs across the country, as well as barriers to assistance and displacement patterns on a more representative, household-level scale. The MSNA intended to enhance the understanding of the humanitarian situation in Ukraine to inform strategic decision-making, including funding allocations, and ongoing or planned humanitarian interventions. The findings of the MSNA directly fed into the People-in-Need (PIN) calculations and 2024 Humanitarian Needs Overview (HNO) and informed strategic planning for the 2024 HRP.

⁴ UNHCR, [Ukraine Refugee Situation](#), 28 November 2023

⁵ IOM, [Ukraine Internal Displacement Report: General Population Survey Round 14](#), 25 September 2023

⁶ OCHA, [Ukraine: Humanitarian Response Plan](#), February 2023

⁷ OCHA, [Ukraine Humanitarian Response 2023: Situation Report](#), 23 November 2023

⁸ OCHA, [2023 Ukraine Humanitarian Needs Overview](#), 28 December 2022

⁹ Some of these assessments and monitoring initiatives are: Joint Market Monitoring Initiative (JMMI), Arrival and Transit monitoring (ATM), area-based and sectoral assessments, etc.

¹⁰ The Terms of Reference of the MSNA 2023 is available [here](#), and the dataset of the MSNA 2023 in Ukraine is available [here](#).

In line with the HSM's primary objective of providing up-to-date multi-sectoral data on the evolution of humanitarian needs in Ukraine across the Humanitarian Program Cycle (HPC) to enable monitoring of change in needs and the targeting of the HRP, the Calibration Assessment also intends to provide mid-term updates on crucial MSNA baseline data from June-August 2023.

While the regular HSM rounds provide monthly updates about the humanitarian situation at settlement level (and starting from Round 8 primarily focusing on areas closer to the frontline within Government-controlled areas), the findings are of an indicative nature. Therefore, Calibration Assessment will allow to triangulate and complement these findings with oblast-level representative data collected at household level.

Furthermore, while the MSNA focuses on identifying the location, type, and severity of humanitarian needs and the population groups most affected, the Calibration Assessment aims to primarily ascertain information on changes over time in drivers of humanitarian needs, shifts in access to and functionality of services. This will be done through comparing the findings with the MSNA baseline data, as mentioned above, and identifying change patterns in humanitarian needs across multiple indicators.

Having supported a wide range of exercises in the Ukraine and other humanitarian response contexts, including HNO/HRP data collection and analysis support, household surveys, rapid assessments, coordinated partner-led initiatives, as well as both sector and multi-sector- assessments, REACH has a broad base of knowledge of operating in various contexts, well-established relationships, strong local capacity, and institutional knowledge, as well as an established flexible approach to ensure the proposed methodology and activities can be rolled out in various comparable yet specific contexts.

2.2 Intended impact

Overall, along with regular HSM rounds, the Calibration Assessment intends to improve the understanding of the current humanitarian situation in Ukraine to inform strategic decision-making and provide the HCT and ICCG with timely information on shifts or emerging trends in the severity of needs across Ukraine. Both rounds aim to provide up-to-date and evidence-based data on the evolution of humanitarian needs across Ukraine across the HPC to enable monitoring of change and the targeting of the HRP.¹¹ Furthermore, the Calibration Assessment, as well as regular HSM rounds will aim to contribute to humanitarian planning and prioritization.

REACH will be conducting the Calibration Assessment building on previous Calibration round (April-May 2023), MSNA 2023 and previous regular HSM assessments.

3. Methodology

3.1 Methodology overview

The Calibration Assessment will employ a quantitative approach to gather data on the research questions. This household-level (HH) assessment will interview respondents through randomised telephone surveys conducted via Computer Assisted Telephone Interviews (CATI). CATI is a voice call interview method in which trained interviewers call randomly selected phone numbers until they reach the desired quota per oblast. IMPACT will subcontract data collection to a service provider (KIIS), while ensuring that they comply with REACH's minimum data quality standards and code of conduct.

¹¹ The 2024 HRP is set to launch in January 2024. While there is no specific timeline of updates available at the moment, in light of dynamic operational environment, the HRP as well as the HNO are envisaged to be updated as required in 2024.

A representative HH-level sample with a quota for rural population will be taken at the oblast level. Overall, REACH will implement 4,944 HH-level CATI interviews in 23 oblasts and Kyiv city (the capital) with a 95% Level of Confidence and 7% Margin of Error sampling frame. The sample will further entail a quota for rural population with implementation of a minimum of 50 HH-level interviews representing rural population per oblast. Based on the experience of the Calibration Assessment in April-May 2023 during which simple randomization of CATI interviews resulted in a skewed distribution of rural/urban population in the sample (compared to the actual distribution as indicated by a few data sources), it has been decided to introduce a quota. A quota for rural population will correct this tendency and enable rural/urban comparison during the data analysis.

The sample will allow representative data to be reported at the oblast level. The sampling approach does not include representative sampling of other specific population groups (i.e., returnees, displaced and non-displaced populations).



The results will be aggregated at national and macro-region level¹² during the analysis stage, as well as disaggregation will be done to analyse the variations in terms of administrative-geographic specifications (urban/rural) of households and demographic criteria (such as age, gender, vulnerabilities). Results disaggregated by these sub-groups should be considered indicative.

The questionnaire will differ from regular HSM rounds and focus on household-level indicators closely aligned with those of the MSNA to provide mid-term updates on crucial MSNA baseline data. Thus, the Calibration Assessment round will largely follow the MSNA framework particularly focusing on its critical indicators per sector.

3.1.2. Key definitions

¹² See 3.5 Data Processing and Analysis section of the current ToR.

- **Government-controlled areas:** Areas that are under the control of the Government of Ukraine (GoU) at the time of the sampling, as monitored by [LiveUA](#).
- **Non-government-controlled areas:** Areas that are beyond/not under the control of the GoU at the time of sampling, as monitored by LiveUA.
- **Internally Displaced Person (IDP):** Persons or groups of persons who have been forced or obliged to flee, or to leave their homes or places of habitual residence, in particular as a result of or in order to avoid the effects of armed conflict, situations of generalised violence, violations of human rights or natural or human-made disasters, and who have not crossed an internationally recognised State border. Operationally, for this exercise, interviewers define and understand IDPs as persons who left their habitual place of residence due to the current war. This includes individuals who moved within their locations, across locations, within their districts, across districts, within governorates, and across governorates.¹³
- **Returnee:** A person who has undergone a migratory movement and returned back to their original place of habitual residence (placed where they lived prior to being displaced). For purposes of the present analysis, REACH identified as returnees those respondents who indicated having left the place of their habitual residence since the 24th of February 2022 due to the current conflict escalation for a period of a minimum of 2 weeks (14 days), but who have indicated that they had since returned. Does include refugees who have returned from outside of Ukraine.¹⁴
- **Critical infrastructure:** For the purpose of this assessment, critical infrastructure refers to schools and education facilities (including scientific institutions), markets and grocery stores, railway, road, bridges, wastewater infrastructure (e.g. pipes, treatment facilities, buildings, etc), water infrastructure (e.g. pipes, treatment facilities, buildings, etc), district heating stations, gas stations and gas supply network, government buildings, fire stations, industrial facilities, power stations/facilities and electricity supply network, health facilities and pharmacies, warehouses, humanitarian aid distribution centres, telecommunications infrastructure.

3.2 Population of interest

The points below outline the rationale for the geographical area and population assessed as well as unit of measurement.

- **Geographical area assessed:** Overall, this assessment aims to achieve a country-wide coverage, with the exclusion of Luhanska oblast (an area beyond the control of the GoU) due to limited access to and disrupted phone communications in the area.
- **Population assessed:** The whole population residing in the assessed areas. While the assessment does not anticipate stratification by displacement and return categories of HHs (IDPs, returnees, and non-displaced households), the HHs will be categorised as such based on the displacement indicators at the analysis stage. IDPs in sites are not directly targeted as a specific population group in the assessment, given the limitations of the CATI random digit dialling method.
- **Unit of measurement:** The unit of measurement is households.

3.3 Secondary data review

As part of this assessment, REACH will use the following secondary resources:

Source	Relevance	Usage
IMPACT 2023 Global MSNA Indicator List	Global IMPACT guidance on core MSNA indicators	Inform questionnaire design

¹³ Aligned with [IOM's Glossary on Migration](#) (2019).

¹⁴ Ibid

REACH Ukraine 2023 MSNA questionnaire and MSNI framework	Overview of the MSNA core and MSNI critical indicators as part of the MSNA baseline data	Inform methodology and questionnaire design
REACH Ukraine 2023 MSNA dataset	Provides an overview of intersectoral needs in 2023 across the country	Aid understanding of the context, triangulate primary data and findings, and aid identification of trends in terms of changing needs
REACH Ukraine 2023 MSNA Bulletin REACH Ukraine 2022 MSNA Bulletin	Provides an overview of intersectoral needs across the country (after the escalation of the conflict in February 2022)	Aid understanding of the context, triangulate primary data and findings,
REACH Ukraine Humanitarian Situation Monitoring (HSM), regular rounds	Provides detailed information on humanitarian needs and service access constraints in GCAs and Areas beyond/not under the control of the GoU.	Verify/triangulate primary data and findings and try to compare trends over time
REACH Joint Market Monitoring Initiative (JMMI)	Effort to inform cash-based interventions and better understand market dynamics in Ukraine.	Aid understanding of the context
REACH Ukraine Damage Impact Analysis	Effort to inform the prioritisation of humanitarian response, early recovery and reconstruction actors through a refined understanding of the extent, severity of conflict-related damage to the built environment (residential and public service infrastructure) in conflict-affected settlements and insight into the impact of this damage.	Aid understanding of the context
OCHA Ukraine 2023 Humanitarian Needs Overview (HNO)	Provides a shared understanding of the crisis, including the most pressing humanitarian needs and the estimated number of people who need assistance.	Aid understanding of the context and key definitions
OCHA Ukraine REACH Ukraine UNHCR Ukraine Situation Flash Updates UNICEF Ukraine Situation Reports WFP Ukraine Situation Reports Data Friendly Space Ukraine Analyses ACAPS Ukraine Special Reports	Compilation of latest information products concerning the humanitarian situation in Ukraine	Aid understanding of the context and key definitions, triangulate primary data and findings
IOM DTM Internal Displacement Reports Ukraine	Displacement Tracking Matrix (DTM) on Internal Displacement in Ukraine	Aid understanding of the context, specifically in relation to displacement
World Bank Rapid Damage and Needs Assessment	Stock taking on damages and losses due to the war	Aid understanding of the context
2023 UNFPA Population estimates	Data on demographics	Inform sampling and analysis

Cluster reports	Information on sectoral needs	Triangulate primary data and findings, and aid understanding of sectoral context
---------------------------------	-------------------------------	--

3.4 Primary Data Collection

3.4.1. Method

REACH is planning to collect data through 4,944 HH-level CATI interviews with the support of a data collection partner (Kyiv International Institute of Sociology (KIIS)). REACH and KIIS have worked together on numerous assessments in past years, including the previous two HSM research cycles (Rapid Needs Assessment (RNA) and HSM regular rounds), Calibration assessment in April-May 2023, and MSNA 2022 and 2023, and KIIS is therefore familiar with and is instructed to adhere to REACH data quality standards.

The data collection is planned for the period of 15 January 2024 – 09 February 2024, 4 weeks.

3.4.2. Sampling

A 95% Level of Confidence and 7%+- Margin of Error sampling frame will be applied to all assessed oblasts and Kyiv city. The sample will allow representative data to be reported at the oblast level, with a quota applied for rural population. Enumerators will randomly call phone numbers until they reach their minimum sample per oblast. Per each prefix for each mobile operator, certain number of phone numbers will be randomly generated (i.e., there are 3 digits for each mobile operator, and the remaining 7 digits will be generated randomly). Per each phone number, the enumerators will conduct more than one attempt to establish contact (on another part of the day, or on another day). The enumerators will be based in the call centres of the data collection partner.

People currently residing outside the territory of Ukraine will not be interviewed, as well as the people who self-identify to be residing in the areas beyond/not under the control of the Government of Ukraine.

Phone interviews will have their biases, including that respondents might be living in areas with more active and not damaged phone networks. In addition, due to CATI random digit dial method, sampling will be done at oblast level and not at a more granular level. Lastly, the missing of visual cues via telephone interviews may result in loss of contextual and nonverbal data and may compromise rapport, probing and interpretation of responses.

A 5% buffer was added to the total number of interviews to be collected within each oblast in case of interviews that need to be removed from the database during cleaning.

The following table summarises the sample overview.

Oblast	Sampling type	Confidence level and Margin of Error	Number of HH interviews per oblast (including a 5% buffer)
Cherkaska	Probability	0.95 & 0.07	206 (196 + 5% buffer), with a quota of minimum 50 rural HH interviews
Chernihivska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Chernivetska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Dnipropetrovska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Donetska (GCA)	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Ivano-Frankivska	Probability	0.95 & 0.07	206 (196 + 5% buffer)

			with a quota of minimum 50 rural HH interviews
Kharkivska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Khersonska (GCA)	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Khmelnyska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Kirovohradska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Kyivska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Lvivska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Mykolaivska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Odeska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Poltavska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Rivnenska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Sumska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Ternopils'ka	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Vinnyska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Volynska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Zakarpatska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Zaporizka (GCA)	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Zhytomyrska	Probability	0.95 & 0.07	206 (196 + 5% buffer) with a quota of minimum 50 rural HH interviews
Kyiv city	Probability	0.95 & 0.07	206 (196 + 5% buffer)
GRAND TOTAL			4944

Any respondent selected will be at least 18 years old, the head of household or any other adult member that is able to speak on behalf of their household.

3.4.3. Tool

Interviews will be conducted by KIIS operators using the CATI method.

The questionnaire will be adjusted based on the REACH 2023 MSNA questionnaire, including primarily the demographics, sectoral critical indicators, and the AAP section. The tool will be designed to fit a 45-minute interview duration.

3.4.4. Briefing/debriefing of enumerators

Enumerators will be trained prior to data collection on the use of the tool, as well as interviewing techniques and issues of protection of vulnerable populations.

During the data collection, enumerators will be monitored by KIIS to ensure their adherence to IMPACT/REACH data collection standards. Enumerators will also have a special field in the tool for any feedback about the questionnaire, the respondent, and general information/impression about the survey.

3.5 Data Processing & Analysis

3.5.1. Data entry and cleaning process

KIIS is tasked with data collection through CATI phone interviews. Once completed, preliminarily cleaned data will be handed over to REACH for data processing. The REACH data team will work in close collaboration with the data focal points of KIIS to make sure the data cleaning is aligned to relevant quality standards and will conduct a conclusive checking and cleaning of data as necessary.

The data teams of REACH and KIIS will keep a log of any changes, aligning to [IMPACT's Minimum Standards Checklist for Data Cleaning and Processing for Structured \(Quantitative\) Data](#) as well as [IMPACT's Data Protection SoPs](#). Cleaning of data will include conducting cross checks during data collection to ensure logical coherence and avoid errors, checking metadata is fully completed, 'other' responses are recoded accordingly, and all personalised data is removed from the dataset.

3.5.2. Data analysis process

To support the 2024 HPC process, REACH will conduct an analysis of the primary data collected to monitor the overall humanitarian needs across sectors. REACH aims to identify the main driver(s) of needs, the most common needs profiles, as well as how the needs have changed as compared to MSNA baseline data (June-August 2023).

To be able to compare findings to the baseline MSNA 2023 data, the critical indicators from each sector used in the latter were included in the Calibration Assessment tool. The critical indicators per sector were identified during the research design process of the 2023 MSNA, in close consultation with the sectoral clusters, working groups, as well as sectoral experts at the IMPACT HQ. The critical indicators captured through the Calibration Assessment include:

- **Education:** capturing information about children's school enrolment, attendance, participation in distance learning, reasons for not accessing formal school, as well as specific barriers to traveling safely to school and learn in safe and acceptable conditions.
- **Shelter and NFI:** shelter type, capturing proportion of HHs living in safe and dignified dwellings, proportion of HHs living in functional domestic space, conflict-related damage or defect-based issues of the shelter, types of heating sources, interruptions to main utility services, and access to essential non-food items.
- **WASH:** capturing information about primary sources of drinking water, access to improved water sources, water-fetching time, treatment of water (if main source not considered drinkable), access to sufficient quantity of drinking water, types of sanitation facilities used, and access to functioning handwashing facilities.
- **Food security:** capturing Food Consumption Score (FCS) and Reduced Coping Strategy Index (rCSI).
- **Cash and markets:** capturing information about HH's primary income sources and total income over the 30 days prior to data collection.
- **Health:** capturing information about proportion of people with unmet healthcare needs and self-reported barriers to accessing healthcare and medicines.
- **Protection:** capturing information about proportion of HHs with at least one child not residing in the HH and reasons, main safety and security concerns affecting HHs and those for women and children in the area, concerns in relation to property/land, need to access social services and legal assistance, as well as barriers to accessing support services.

- **AAP:** capturing information about priority needs of the HHs, receipt of humanitarian assistance, types of the received assistance and satisfaction with it, barriers in accessing humanitarian aid, preferred modalities of assistance, as well as information needs and preferred communication means about available assistance.

In addition, as mentioned above, the tool integrates questions to help identify HH composition and demographic characteristics, as well as displacement status.

Unlike the first round of Calibration Assessment conducted in April-May 2023, the Calibration Assessment will now also entail calculation of household LSG and MSNI scores to compare the trends with the MSNA findings. The comparison with the 2023 MSNA baseline data will also be done through individual indicators. While there is difference in sampling from the MSNA 2023 (the MSNA sampling approach had various stratification levels), both MSNA 2023 and the Calibration Assessment will be yielding findings representative at oblast level enabling comparison of the findings between the two in the attempt to identify needs and drivers of humanitarian needs that have changed since June-August 2023. This is also conditioned by the humanitarian actors' pressing need for up-to-date and timely information about the shifts in the needs and service access barriers, including for the updates of HRP and potential (re)prioritisation of the response programming. During the analysis stage, the results will be aggregated at national and macro-region level.¹⁵ The macro-regions will group the oblasts based on geographical criteria in the following way:

- **West:** Volynska, Zakarpatska, Ivano-Frankivska, Lvivska, Rivnenska, Ternopils'ka, Khmelnytska, Chernivetska,
- **Center:** Vinnytska, Kirovohradska, Poltavska, Cherkaska,
- **North:** Zhytomyrska, Kyivska, Sumska, Chernihivska, Kyiv city (capital).
- **East:** Donetska, Dnipropetrovska, Zaporizka, Kharkivska,
- **South:** Khersonska, Mykolaivska, Odeska.

The sample will entail a quota for rural population to achieve accurate data on these population groups. Findings will also be disaggregated to analyse the variations in terms of demographic criteria of households (such as age, gender, vulnerabilities). Nevertheless, given the small sample size, the analysis based on these disaggregations will be only indicative.

4. Key ethical considerations and related risks

For detailed guidance on how to complete this section, see also Step 5 of the IMPACT Research Design Guidelines

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

The proposed research design...	Yes/ No	Details if no (including mitigation)
... Has been coordinated with relevant stakeholders to avoid unnecessary duplication of data collection efforts?	Yes	
... Respects respondents, their rights and dignity (<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?	Yes	

¹⁵ Humanitarian response mechanisms and cluster coordination system in Ukraine are largely decentralised, including through cluster/sub-cluster presence at the mentioned macro-region level. Programmatic and operational planning also largely relies on the findings about the humanitarian situation and level of needs in separate macro-regions, with a greater emphasis and focus on those with closer proximity to the frontline. The planned aggregation of findings at macro-region level therefore took these considerations into account.

... Does not expose respondents / their communities to any risks as a direct result of participation in data collection?	No	Personal information (name and phone number) will be collected at the interview for building trust/better communication during the interview (name of respondent) and in case of a need to clarify any data/response after the interview during cleaning (phone number). To mitigate the risk of exposure of personally identifiable data IMPACT SOPs for management of such information are followed, as well as an option to refuse to provide this information is given together with requested consent with details on how the phone number will be used and stored. In addition, respondents are not asked sensitive political or ideological questions that could put them at risk or make them feel uncomfortable
... Does not involve collecting information on specific topics which may be stressful and/ or re-traumatising for research participants (both respondents and data collectors)?	No	The assessment includes questions on vulnerability, income, chronic illnesses, unmet healthcare needs, main safety and dignity issues affecting the HH, any of which can be sensitive for a respondent and trigger potential feeling of shame and/or discomfort of respondent. Risk is mitigated by careful phrasing of the questions and adding an option to refuse to answer. In addition, enumerators are trained on how to approach sensitive topics during interviews.
... 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	While vulnerable groups are not purposefully sampled as part of this assessment, Heads of households (HoH) or household members that are interviewed could represent an at-risk group. Respondents have the right to refuse the whole interview or answer specific questions.
... Follows IMPACT SOPs for management of personally identifiable information ?	Yes	

5. Roles and responsibilities

Table 3: Description of roles and responsibilities

<i>Task Description</i>	<i>Responsible</i>	<i>Accountable</i>	<i>Consulted</i>	<i>Informed</i>
<i>Research design</i>	Junior Assessment Officer (JAO), Assessment Officer (AO)	Senior Assessment Officer (SAO), Research Manager (RM)	Research Department at IMPACT HQ, Deputy Country Coordinator (DCC)	
<i>Supervising data collection</i>	JAO, AO, Senior Database Officer (SDO), Data Assistant (DA)	SAO, RM	DCC	IMPACT HQ
<i>Data processing (checking, cleaning)</i>	SDO, DA, data collection partner (KIIS), JAO, AO	SAO, RM	DCC, RDDU	
<i>Data analysis</i>	SDO, DA, JAO, AO	SAO, RM	DCC, RDDU	
<i>Output production</i>	SAO, AO, JAO	SAO, RM	DCC, Research Department at IMPACT HQ	
<i>Dissemination</i>	SAO, RM	RM	DCC	HQ Communications
<i>Monitoring & Evaluation</i>	SAO, AO, JAO	SAO, RM	DCC	Research Department at IMPACT HQ
<i>Lessons learned</i>	SAO, AO, JAO	SAO, RM	SRM, DCC	Research Department at IMPACT 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

5. Data Analysis Plan

Available upon request.

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	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		<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		X 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	Ukraine 2024 HPC
		# 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	
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			
		Perceived capacity of IMPACT staff			
		Perceived quality of outputs/programs			

	Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	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