

Research Terms of Reference

Mapping Informal IDP Sites and Assessing Barriers to Service Access

Borno State, Nigeria

Research Cycle ID: NGA1703

11 January 2018
Version 1

REACH Informing
more effective
humanitarian action

1. Summary

Country of intervention	Nigeria					
Type of Emergency		Natural disaster	x	Conflict		Emergency
Type of Crisis		Sudden onset		Slow onset	x	Protracted
Mandating Body/ Agency	TBD – Likely CCCM/ Shelter. Nutrition and WASH sector potentially also					
Project Code	35 iADN					
REACH Pillar		Planning in Emergencies	x	Displacement		Building Community Resilience
Research Timeframe	Jan - March 2018					
General Objective	1. Build a general understanding of access to services and other infrastructure elements at IDP informal camp settlements in Maiduguri and Jere in order to support the identification of camps and key service gaps.					
Specific Objective(s)	1. To identify all informal IDP camps in Maiduguri city 1. To identify and map common community infrastructure used by IDPs in informal camps 2. To identify and assess barriers for access to services for IDPs in informal camps 2. 3. To update common camp location shapefiles for use by NGOs and UN					
Research Questions	1. What are common community infrastructure (markets, water sources, schools, etc..) used by IDPs in informal camps? 2. What are the characteristics of the informal camps? a. Where are they? b. When were they established? c. What size are they?					
Research Type		Quantitative		Qualitative	X	Mixed methods
Geographic Coverage	Maiduguri and Jere Local Government Areas (LGAs)					
Target Population(s)	IDPs living in informal camps					
Data Sources	Secondary Data: IOM DTM Round XX Site Assessments REACH Data from assessment conducted in April/May Primary Data: To be collected from January 2018 onwards through a mixed methods approach, including: <ul style="list-style-type: none"> • Key informant interviews with community leaders and camp leaders • Infrastructure mapping 					

Expected Outputs	1 Factsheet per community. ¹	
	The first round of the assessment identified 30 communities. However we predict we will likely assess more (as we have greater resources to access other areas of the city now)	
Key Resources		
Humanitarian milestones		
	Milestone	Timeframe
	Cluster plan/strategy	
x	Inter-cluster plan/strategy	
	Donor plan/strategy	
	NGO plan/strategy	
	Other	
Audience		
	Audience type	Specific actors
x	Operational	National Emergency Management Agency (NEMA), OCHA, Sector Coordination, NGOs working in camps
x	Programmatic	National Emergency Management Agency (NEMA), OCHA, Sector Coordination, NGOs working in camps
	Strategic	
	Other	
Access	x	Public (available on REACH research center and other humanitarian platforms)
		Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)
		Other
Visibility	ECHO, REACH	
Dissemination	All outputs will be disseminated though REACH Nigeria mailing list	

2. Background & Rationale

Since May 2013, the Boko Haram insurgency in northern Nigeria has resulted in destroyed infrastructure, provoked severe livelihoods erosion and triggered the displacement of over 1.3 million people in Borno state, out of which 265,782 are in Maiduguri². The humanitarian situation of internally displaced persons (IDPs), returnees and the non-displaced population in Borno state is concerning. Even within Maiduguri internally displaced populations are not receiving regular food aid, and IDP camps and camp-like settlements are disorganized, flood-prone and unsanitary, with extreme humanitarian indicators across all sectors.

In addition there is a clear lack of information and information coordination in North East Nigeria to support the planning and delivery of humanitarian assistance. Despite the current efforts conducted by IOM on DTM, OCHA as well as sectors, operational actors in Borno often lack specific evidence based and localized information to support their planning and implementation of life-saving aid.

¹ Bulamas -traditional leaders- are in charge of a specific communities and determine the boundaries. A community may have one or more camps in its boundary,

² IOM DTM Round XX Report December 2017

Given the scale of displacement into urban areas of Maiduguri from conflict affected ones, and the clear understanding that the vast majority of these populations do not reside in formal IDP camps, it is imperative that living conditions in informal camps are assessed. IOM DTM has located, mapped and counted residents of 93 informal camps in Maiduguri alone. But it is clear there are many more that have not yet be formally identified or assessed, due to the lack of clear definitions of camp / settlements in Nigeria. It is further imperative that we understand the level of access these populations have to critical services, as well as the strain they may be placing on them

For this reason, REACH will build a general understanding of access to services and other infrastructure elements at IDP informal camp settlements in the Local Government Areas (LGAs) of Maiduguri and Jere. This will be achieved by mapping infrastructure services and by filling in information gaps for the list of informal camps provided by IOM DTM Round XX. Additionally, through this activity REACH will support IOM DTM and other humanitarian actors by improving definitions currently used to label camps and potentially identifying new camps..

3. Research Objectives

Build a general understanding of access to services and other infrastructure elements at **IDP informal camp settlements** in Maiduguri and Jere in order to support the identification of camps and key service gaps.

4. Research Questions

- What are common **community infrastructure** (markets, water sources, schools, etc..) used by IDPs in informal camps?
- What are the characteristics of the informal camps?
 - Where are they?
 - When were they established?
 - What size are they?

Definitions

Informal site: 5 or more IDP households living in a group of makeshift or emergency shelters or a collective centre.

Informal camp: 5 or more IDP households living in a group of makeshift or emergency shelters. A type of informal site.

Collective centre: pre-existing building hosting displaced populations including schools, government facilities, religious buildings, unfinished buildings. A type of informal site.

IDPs in host communities: IDPs renting accommodation or squatting with a family member or friend.

5. Methodology

5.1. Methodology overview

The research will be based on a mixed-methods data collection in order to capture data and in-depth information regarding IDP informal camps in Maiduguri and Jere LGAs.

5.2. Population of interest

- All previously identified informal IDP camps in Maiduguri and Jere (93 as per IOM DTM Round XX) plus any number of camps that should be considered as per the definition developed for this assessment but are not present on the IOM DTM's site list.

5.3. Secondary data review

- IOM DTM Round XX– an incomplete record of informal IDP camps in Maiduguri and Jere. The camps identified here will be used as the basis for community area targeting (described below)

5.4. Primary Data Collection

1. Community Targeting
 - a. Due to limited time and resources, primary data collection activities will be based in camps that have already been identified (using DTM round XX as the sampling frame) plus any number of camps that should be considered as per the definition developed for this assessment but are not present on the IOM DTM's site list. Camps identified in a previous data collection exercise carried out by REACH (May 2017) will be compared against the IOM DTM Round XX Site Assessment list (December 2017) to check for potential sites that were not included in IOM's DTM but were included in the REACH list, to ensure these are assessed.
2. Community Leader (Bulama) Interview
 - a. Upon arrival in targeted communities, REACH staff will engage Bulama (traditional leader) to:
 - i. Define the boundaries of his community
 - ii. Identify locations of informal IDP settlements therein
 - iii. Identify common community services (schools, health care facilities, etc..) used by IDPs in his community
3. IDP Leader Interview and camp mapping
 - a. Each settlement in a Bulama's community will be visited
 - b. Settlement leader will be interviewed to determine name of settlement, tribe(s) living there, Area of Origin (AoO) of the population, size of camp (number of individuals and households), and to cross check common service usage reported by Bulama
4. Camp and common services mapping
 - a. Map location of camp and any functioning latrines and showers therein
 - b. Map common services in community including markets/shops, waterpoints (private vs public, improved vs unimproved), religious structures, formal and informal schools, health care facilities (hospital, clinics and pharmacies), nutrition centres
 - c. All common service data points collected using OMK and are uploaded to OSM

5.5. Data Analysis Plan

1. Following data cleaning, the infrastructure data will be analysed by mapping out communities (and the camps within these communities), and service infrastructure in ArcGIS.
2. A quantitative analysis for individual bulamas and camp leader interviews to analyse gaps in service will be done through Excel / Stata, though no weighting is required for these interviews as the sample is not stratified. Findings will be presented at community/camp level, therefore, there will be no need for data aggregation.

For a list of indicators, see Annex 2

6. Product Typology

Table 1: Type and number of products required

<i>Type of Product</i>	<i>Number of Product(s)</i>	<i>Additional information</i>
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Factsheet

At least 30

One per community area mapped. - Bulamas -traditional leaders- are in charge of a specific communities and determine the boundaries. A community may have one or more camps in its boundary. Thirty (30) communities were assessed during the first round of assessments. However we predict that we're likely to find more communities as the assessment moves forward since REACH teams will be looking to identify new IDP sites. If identified, the teams would seek out the community leader in charge of the community where these additional sites are located.

7. Management arrangements and work plan

7.1. Roles and Responsibilities, Organogram

- Country Focal Point:
 - External engagement
 - Develop research design, methodology, workplans, assessment implementation plans
 - Review of tools, plans and outputs
- Assessment Officer
 - Coordinate and oversee data collection processes
 - Create data collection tools and training materials
 - Lead output production
 - Provide community and camp narratives for factsheet
- GIS Officer
 - Design and draft factsheets
 - Provide maps for targeting assessment locations
 - Data analysis support
- Field Officer
 - Coordinates access to research locations
 - Train enumerators
 - Conduct Bulama/ settlement leader interviews
 - Conduct mapping in coordination with GIS officer
- Enumerators
 - Conduct Bulama/ settlement leader interviews
 - Conduct mapping

Table 2: Description of roles and responsibilities

<i>Task Description</i>	<i>Responsible</i>	<i>Accountable</i>	<i>Consulted</i>	<i>Informed</i>
Define research scope	CFP	CFP	REACH Global Team, Cluster leads	Donors
Design questionnaire	AO	AO	REACH Global Team	Donors, Cluster Leads
Organise Data collection	Field Officer	AO / GIS Officer	RC, GIS-O, Logs	ACTED CD

Data cleaning	GIS Officer	AO / GIS Officer	Field Officers, REACH Global Team	CFP
Factsheet production	GIS Officer, AO	AO, CFP	RC, FOs, Sector leads, REACH Global Team	Donors, ISWG

Responsible: the person(s) who execute the task

Accountable: the person who validate 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

7.2. Resources: HR, Logistic and Financial

- HR: Hire 6 enumerators (3 male / 3 female)
- Logistics: Plan vehicle movement

7.3. Work plan

1. Data collection ongoing between 22 January and 19 February in Maiduguri.
2. Products will be sent for review in GVA in mid-March.

Activity	January				February			
	1	2	3	4	1	2	3	4
Tool design								
Tool review								
Tool validation								
TOR/ Methodology design								
TOR/ Methodology review								
TOR/ Methodology validation								
Training								
Assessment pilot								
Data collection								
Data aggregation and analysis								
Factsheets drafting								
Factsheets review								
Factsheets dissemination								

8. Risks & Assumptions

Table 3 : List of risks and mitigating action

Risk	Mitigation Measure
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Assessment locations become inaccessible due to security concerns, rendering primary data collection impossible.

Flexible workplan to allow movement of assessment alternative locations should security in target areas decline; if the security situation subsides data can be collected at a later point in the data collection period.

Interviewees are unwilling to participate in the assessment

Survey questions will respect humanitarian protection guidelines and respondents will be approached in a courteous and respectful manner, while emphasising the importance of the information gathered.

9. Documentation Plan

- Terms of reference
- Data collection tools
- Raw dataset and cleaning log
- Clean datasets
- Factsheet for each community assessed

10. Annexes

1. Data Management Plan
2. Questionnaire(s) / Tool(s)
3. Dissemination Matrix
4. M&E Matrix
5. Other (if relevant)

Annex 1 : Data Management Plan

Administrative Data	
Project Name	Mapping Informal IDP Camps and Assessing Barriers to Service Access
Project Code	35iADN
Donor	ECHO
Project partners	NA
Project Description	To map and assess barriers IDPs living in informal camps face in accessing vital services
Project Data Contacts	Tessa Richardson tessa.richardson@reach-initiative.org
DMP Version	Draft, v0
Related Policies	NA
Data Collection	
What data will you collect or create?	Qualitative data using KIIs; spatial data
How will the data be collected or created?	OMK infrastructure mapping tools, KII using ODK + Kobo
Documentation and Metadata	
What documentation and metadata will accompany the data?	Tools and methodology will accompany qualitative data; tools, methodology and an attribute table to accompany spatial data
Ethics and Legal Compliance	
How will you manage any ethical issues?	Consent will be acknowledged prior to interviews

	Personally identifying information (KI name, phone number) will not be released publicly
How will you manage copyright and Intellectual Property Rights (IPR) issues?	No issues
Storage and Backup	
How will the data be stored and backed up during the research?	Stored in Nigeria folder of South Sudan Dropbox and backed up weekly to NAS in Juba
How will you manage access and security?	Only senior team will have direct access to data; access by others will be closely controlled
Selection and Preservation	
Which data should be retained, shared, and/or preserved?	All data should be retained and preserved; spatial data should be shared
What is the long-term preservation plan for the dataset?	Archived in South Sudan Dropbox and NAS – to be transferred to NGA Dropbox/ server once established
Data Sharing	
How will you share the data?	Data will be uploaded to REACH Resource Centre, shared via IMWG, given to any requesting
Are any restrictions on data sharing required?	No
Responsibilities	
Who will be responsible for data management?	REACH DB officer

Adapted from:

DCC. (2013). Checklist for a Data Management Plan. v.4.0. Edinburgh: Digital Curation Centre. Available online: <http://www.dcc.ac.uk/resources/data-management-plans>

Annex 2 : Questionnaire(s) / Tool(s)

Bulama Tool

IN #	Data Collection Method	Indicator / Variable	Question	Type	Choices
1.1	Bulama interview	Enumerator Info	Enter enumerator name / code	Text entry	
1.2	Bulama interview	Bulama name	What is your name?	Text entry	
1.3	Bulama interview	Bulama phone number	What is your phone number? (in case of follow-up)	Text entry	
1.4	Bulama interview	Community name	What is the name of your community ?	Text entry	
1.5	Bulama interview	Community LGA	In which LGA is your community located?	Select one	Jere, Maiduguri
1.6	Bulama interview	Community ward	In which ward is your community located?	Select one	Alau, Dala, Dusuma, Galtimari, Gomari, Gongulong, Khadammari, Maimusari, Mairi, Mashamari, Old Maiduguri, Tuba, Bolori I, Bolori II, Fezzan, Gamborum, Gwange I, Gwange II, Gwange III, Lamisula, Mafoni, Maisandari, Shehuri North, Shehuri South, Other
1.7	Bulama interview	Number of informal camps in community	How many informal camps are located within this community?	Integer	
1.8	Bulama interview	Names of informal camps in community	What are the names of the informal camps located within this community?	Select all that apply ³	
2.1	Bulama interview	Number of formal schools	How many formal schools are located within your community?	Integer	
2.2	Bulama interview	Name of formal schools	What is the name of the formal school?	Text	
2.3	Bulama interview	Level of education – formal school	What is the level of education at formal school?	Select multiple	Primary, Secondary; Tertiary; Other
2.4	Bulama interview	Type / name of entity running school	Who is running this formal school? (Government, Name of NGO, etc)	Text	

³ Taken from IOM DTM Round XX

2.5	Bulama interview	School functionality	Is the formal school currently functioning?	Select one	Yes; No
2.6	Bulama interview	Geopoint	Please take a geopoint of the location of the formal school.	Geopoint	
3.1	Bulama interview	Number of informal schools	How many informal schools are located within the community?	Integer	
3.2	Bulama interview	Name of informal school	What is the name of the informal school?	Text	
3.3	Bulama interview	Type of informal school	What type of informal school is it?	Select one	Religious school; Parent-run day care or school; Skill-acquisition centre; other
3.4	Bulama interview	Geopoint	Please take a geopoint of the informal school	Geopoint	
4.1	Bulama interview	Number of water blocks	How many water blocks (group of taps) are located in the community?	Integer	
4.2	Bulama interview	Type of water block	What type of water block is this?	Select one	Tube well / borehole; Public tap / standpipe; Protected well; Protected spring; Protected rainwater tank; Water piped into a dwelling or plot; unprotected well; surface water; unprotected spring; unprotected rainwater tank
4.3	Bulama interview	Number of water taps	How many water taps are contained within this block?	Integer	
4.4	Bulama interview	Water point ownership	Is the water point public (water is free) or private (water is paid for)?	Select one	Public; private
4.5	Bulama interview	Water point functionality	Is the water point functional?	Select one	Yes; No
4.6	Bulama interview	Geopoint	Where is the water point located?	Geopoint	
5.1	Bulama interview	Number of hospitals	How many hospitals are located within this community?	Integer	
5.2	Bulama interview	Type / name of entity running hospital	Who is running the hospital? (government, name of NGO, etc)	Text	
5.3	Bulama interview	Geopoint	Where is the hospital located?	Geopoint	

5.4	Bulama interview	Number of PHC (Primary Health Centre)	How many PHCs are located within this community?	Integer	
5.5	Bulama interview	Geopoint	Where is the PHC located?	Geopoint	
5.6	Bulama interview	Number of pharmacies	How many pharmacies are located within this community?	Integer	
5.7	Bulama interview	Geopoint	Where is the pharmacy located?	Geopoint	
5.8	Bulama interview	Number of clinics	How many clinics are located within this community?	Integer	
5.9	Bulama interview	Type / name of entity running clinic	Who is running the clinic? (government, name of NGO, etc)	Text	
5.10	Bulama interview	Geopoint	Where is the clinic located?	Geopoint	
5.11	Bulama interview	Number of mobile clinics	How many mobile clinics are located within this community?	Integer	
5.12	Bulama interview	Type / name of entity running mobile clinic	Who is running the mobile clinic? (government, name of NGO, etc)	Text	
5.13	Bulama interview	Geopoint	Where is the mobile clinic located?	Geopoint	
6.1	Bulama interview	Number OTP facilities	How many OTP facilities are located in this community?	Integer	
6.2	Bulama interview	Geopoint	Where is the OTP facility located?	Geopoint	
6.3	Bulama interview	Number of SC inpatient	How many SC inpatient facilities are located in this community?	Integer	

6.4	Bulama interview	Type / name of entity running SC inpatient facility	Who is running the SC inpatient facility? (government, name of NGO, etc)	Text	
6.5	Bulama interview	Geopoint	Where is the SC inpatient facility located?	Geopoint	
7.1	Bulama interview	Presence of markets	Are there any markets located within this community?	Select One	Yes; No
7.2	Bulama interview	Number of markets within community	How many markets are located within the community?	Integer	
7.3	Bulama interview	Geopoint	Where is the market located?	Geopoint	
8.1	Bulama interview	Number of churches within community	How many churches are located within this community?	Integer	
8.2	Bulama interview	Name of church	What is the name of the church?	Text	
8.3	Bulama interview	Geopoint	Where is the church located?	Geopoint	
8.4	Bulama interview	Number of mosques within community	How many mosques are located within this community?	Integer	
8.5	Bulama interview	Name of mosque	What is the name of the mosque?	Text	
8.6	Bulama interview	Geopoint	Where is the mosque located?	Geopoint	
9.1	Bulama interview	Number of Women centres	How many women centres are located within the community?	Integer	
9.2	Bulama interview	Type / name of entity running Women centre	Who is running the women centre? (government, name of NGO, etc)	Text	

9.3	Bulama interview	Geopoint	Where is the women centre located?	Geopoint	
9.4	Bulama interview	Number of Child Friendly Spaces	How many Child Friendly Spaces are located within this community?	Integer	
9.5	Bulama interview	Type / name of entity running Child Friendly Space	Who is running the CFS? (government, name of NGO, etc)	Text	
9.6	Bulama interview	Geopoint	Where is the CFS located?	Geopoint	

Camp Leader Tool

IN #	Data Collection Method	Indicator / Variable	Question	Type	Choices
1.1	Camp Leader interview	Enumerator info	Name of enumerator	text	
1.2	Camp Leader interview	Camp Leader name	What is your name? (camp leader)	text	
1.3	Camp Leader interview	Camp leader phone number	What is your phone number? (camp leader)	text	
1.4	Camp Leader interview	Name of informal site	What is the name of the informal site?	Select one	All informal sites in IOM DTM Round XX; Other
1.5	Camp Leader interview	Number of households within informal site	How many households are living in this informal site?	Integer	
1.6	Camp Leader interview	Number of IDPs living in informal site	How many IDPs are living in this informal site?	Integer	
1.7	Camp Leader interview	Name of tribe	What is the name of the tribe living in this camp?	Select multiple	Babur bura; Bachama; Banaana; Buzuk; Cibak; Cinine; Fulani; Gwoza; Hausa; Hambagthla; Igbo; Jara; Kanakuru; Kanuri; Kare Kare; Kiba; Kibaku; Mafa; Malgwa / Wandala; Mandara; Manga; Mangu; Marghi; Mobbar; Ngoshe; Nyungu; Shuwa Arab; Tangale; Tera; Waja; Zine; Other
1.8	Camp Leader interview	Most common Area of Origin (State; LGA; Ward)	What is the most common Area of Origin of people residing in this camp?	Select one	

1.9	Camp Leader interview	Most common type of shelter	What is the most common type of shelter?	Select one	Makeshift shelter; Abandoned building; Emergency tent; No shelter; Other
1.10	Camp Leader interview	Second most common type of shelter	What is the second most common type of shelter?	Select one	Makeshift shelter; Abandoned building; Emergency tent; No shelter; Other
2.1	Camp Leader interview	Number of formal schools	How many formal schools are located in this informal site?	Integer	
2.2	Camp Leader interview	Name of formal schools	What is the name of the formal school?	Text	
2.3	Camp Leader interview	Level of education – formal school	What is the level of education at formal school?	Select multiple	Primary, Secondary; Tertiary; Other
2.5	Camp Leader interview	School functionality	Is the formal school currently functioning?	Select one	Yes; No
2.6	Camp Leader interview	Geopoint	Please take a geopoint of the location of the formal school.	Geopoint	
2.7	Camp Leader interview	Number of informal schools	How many informal schools are located within the community?	Integer	
2.8	Camp Leader interview	Name of informal school	What is the name of the informal school?	Text	
2.9	Camp Leader interview	Type of informal school	What type of informal school is it?	Select one	Religious school; Parent-run day care or school; Skill-acquisition centre; other
2.10	Camp Leader interview	Geopoint	Please take a geopoint of the informal school	Geopoint	
3.1	Camp Leader interview	Most common water source	What is the most common water source?	Select one	Tube well / borehole; Public tap / standpipe; Protected well; Protected spring; Protected rainwater tank; Water piped into a dwelling or plot; unprotected well; surface water; unprotected spring; unprotected rainwater tank; Main moya / mai ruwa; water truck
3.2	Camp Leader interview	Number of water points	How many water points are located within this site?	Integer	
3.3	Camp Leader interview	Type of water point	What type of water point is this?	Select one	Tube well / borehole; Public tap / standpipe; Protected well; Protected spring; Protected rainwater tank; Water piped into a dwelling or plot; unprotected well; surface water; unprotected spring; unprotected rainwater tank;
3.4	Camp Leader interview	Number of water taps	How many water taps are contained in this block?	Integer	

3.5	Camp Leader interview	Water point ownership	Is the water point public (water is free) or private (water is paid for)?	Select one	Public; private
3.6	Camp Leader interview	Water point functionality	Is the water point functional?	Select one	Yes; No
3.7	Camp Leader interview	Geopoint	Where is the water point located?	Geopoint	
4.1	Camp Leader interview	Number of makeshift latrines	How many blocks (groups) of makeshift latrines are located in this site?	Integer	
4.2	Camp Leader interview	Geopoint	Where are the makeshift latrines located?	Geopoint	
4.3	Camp Leader interview	Number of functioning and non-functioning latrines, by gender	How many blocks (groups) of latrines are located in this site?	Integer	
4.4	Camp Leader interview	Geopoint	Where are the latrines located?	Geopoint	
4.5	Camp Leader interview	Most common problems related to latrines	What are the most common problems related to latrines?	Select multiple	There are not enough facilities / Too crowded; Lack of privacy / No separation between men and women; Cesspit is full; Pipes are blocked; It is not safe (e.g. no door, no lock); Latrines are unclean / unhygienic; Structure is damaged; Insufficiency of water; Other
4.6	Camp Leader interview	Number of functioning and non-functioning showers, by gender	How many blocks (groups) of latrines are located in this site?	Integer	
4.7	Camp Leader interview	Geopoint	Where are the showers located?	Geopoint	
4.8	Camp Leader interview	Most common problems related to showers	What are the most common problems related to showers?	Select multiple	There are not enough facilities / Too crowded; Lack of privacy / No separation between men and women; It is not safe (e.g. no door, no lock); Showers are unclean / unhygienic; Structure is damaged; Insufficiency of water; Other
4.9	Camp Leader interview	Presence of open defecation	Is open defecation a practice followed within the site?	Select one	Yes; No
5.1	Camp Leader interview	Number of hospitals	How many hospitals are located within this informal site?	Integer	
5.2	Camp Leader interview	Geopoint	Where is the hospital located?	Geopoint	

5.3	Camp Leader interview	Number of PHC (Primary Health Centre)	How many PHCs are located within this informal site?	Integer	
5.4	Camp Leader interview	Geopoint	Where is the PHC located?	Geopoint	
5.5	Camp Leader interview	Number of pharmacies	How many pharmacies are located within this informal site?	Integer	
5.6	Camp Leader interview	Geopoint	Where is the pharmacy located?	Geopoint	
5.7	Camp Leader interview	Number of clinics	How many clinics are located within this informal site?	Integer	
5.8	Camp Leader interview	Geopoint	Where is the clinic located?	Geopoint	
5.9	Camp Leader interview	Number of mobile clinics	How many mobile clinics are located within this informal site?	Integer	
5.10	Camp Leader interview	Geopoint	Where is the mobile clinic located?	Geopoint	
6.1	Camp Leader interview	Number OTP facilities	How many OTP facilities are located in this informal site?	Integer	
6.2	Camp Leader interview	Geopoint	Where is the OTP facility located?	Geopoint	
6.3	Camp Leader interview	Number of SC inpatient	How many SC inpatient facilities are located in this informal site?	Integer	
6.4	Camp Leader interview	Geopoint	Where is the SC inpatient facility located?	Geopoint	
7.1	Camp Leader interview	Presence of markets	Are there any markets located within this informal site?	Select One	
7.2	Camp Leader interview	Number of markets within informal site	How many markets are located within the informal site?	Integer	

7.3	Camp Leader interview	Geopoint	Where is the market located?	Geopoint	
8.1	Camp Leader interview	Number of churches within informal site	How many churches are located within this informal site?	Integer	
8.2	Camp Leader interview	Name of church	What is the name of the church?	Text	
8.3	Camp Leader interview	Geopoint	Where is the church located?	Geopoint	
8.4	Camp Leader interview	Number of mosques within informal site	How many mosques are located within this informal site?	Integer	
8.5	Camp Leader interview	Name of mosque	What is the name of the mosque?	Text	
8.6	Camp Leader interview	Geopoint	Where is the mosque located?	Geopoint	
9.1	Camp Leader interview	Number of Women centres	How many women centres are located within the informal site?	Integer	
9.2	Camp Leader interview	Geopoint	Where is the women centre located?	Geopoint	
9.3	Camp Leader interview	Number of Child Friendly Spaces	How many Child Friendly Spaces are located within this informal site?	Integer	
9.4	Camp Leader interview	Geopoint	Where is the CFS located?	Geopoint	

Annex 3 : Dissemination Matrix

Dissemination Channel	Comments
ISWG	Sharing of products
Information Management Working	Sharing of updated spatial data files
Resource Center	Upload all products to the resource centre

Annex 4 : M&E Matrix

Goal	External Indicator	M&E Internal M&E Indicator	Methodology	Focal point	Tool	Research-specific information (to be filled by country team for each research cycle/ToR)
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	User monitoring	Country request to HQ	User_log	Y
		# of downloads of x product from Relief Web		Country request to HQ		Y
		# of downloads of x product from Country level platforms		Country team		N
		# of page clicks on x product from REACH global newsletter		Country request to HQ		N
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly		Country team		N
		# of visits to x webmap/x dashboard		Country request to HQ		N
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)	Reference monitoring	Country team	Reference_log	Country Strategies
		# 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 Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	Perceived relevance of IMPACT country-programs	Usage M&E	Country team	Usage_Feedback and Usage_Survey template	Usage survey to be conducted at the end of the research cycle related to all outputs, targeting at least 20 partners
		Perceived usefulness and influence of IMPACT outputs				
		Recommendations to strengthen IMPACT programs				
		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	Engagement Monitoring	Country team	Engagement_log	Running log to be kept of all contributions, inputs and engagement
		# of organisations/clusters inputting in research design and joint analysis				
		# of organisations/clusters attending briefings on findings;				

