

Research Terms of Reference

Vulnerability and Essential Needs Assessment (VENA)

UGA 1902

Uganda

August 2019

REACH Informing
more effective
humanitarian action

1. Executive Summary

Country of intervention	Uganda				
Type of Emergency	<input type="checkbox"/>	Natural disaster	<input checked="" type="checkbox"/>	Conflict	
Type of Crisis	<input type="checkbox"/>	Sudden onset	<input type="checkbox"/>	Slow onset	<input checked="" type="checkbox"/> Protracted
Mandating Body/ Agency	ECHO, UNHCR, WFP				
Project Code	25iAHM / 25iAKM				
Overall Research Timeframe (from research design to final outputs / M&E)	01/02/2019 to 01/02/2020				
Research Timeframe Add planned deadlines (for first cycle if more than 1)	1. Start collect data: 12/08/2019		5. Preliminary presentation: Week of Nov 18		
	2. Data collected: 15/10/2019		6. Outputs sent for validation: 15/01/2020		
	3. Data analysed: 15/11/2019		7. Outputs published: 15/02/2020_		
	4. Data sent for validation: 31/10/2019		8. Final presentation: 01/03/2020		
Number of assessments	<input checked="" type="checkbox"/>	Single assessment (one cycle)			
	<input type="checkbox"/>	Multi assessment (more than one cycle)			
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		
	<input checked="" type="checkbox"/>	Donor plan/strategy	Early 2020		
	<input checked="" type="checkbox"/>	Inter-cluster plan/strategy	Early 2020		
	<input type="checkbox"/>	Cluster plan/strategy	_/_/_/_/_		
	<input type="checkbox"/>	NGO platform plan/strategy	_/_/_/_/_		
	<input type="checkbox"/>	Other (Specify):	_/_/_/_/_		
Audience Type & Dissemination Specify who will the assessment inform and how you will disseminate to inform the audience	Audience type		Dissemination		
	<input checked="" type="checkbox"/> Strategic		<input checked="" type="checkbox"/> General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors)		
	<input type="checkbox"/> Programmatic		<input type="checkbox"/> Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting		
	<input type="checkbox"/> Operational		<input checked="" type="checkbox"/> Presentation of findings (e.g. at HCT meeting; Cluster meeting)		
	<input type="checkbox"/> [Other, Specify]				

			X Website Dissemination (Relief Web & REACH Resource Centre) X Targeted donor briefings
Detailed dissemination plan required	X	Yes	<input type="checkbox"/> No
General Objective	This assessment, jointly conducted and designed in close coordination with sector experts ¹ , aims to establish a common understanding of what needs are essential to the refugee population living in settlements in Uganda and the capacity levels of different types of households to meet these needs. Further, the VENA seeks to determine who can fully cover these needs, who can do it partially, and who is unable to cover these needs, and understand why. Through these objectives, the VENA will aim to establish a framework for how refugees can be best assisted based on these factors.		
Specific Objective(s)	<ol style="list-style-type: none"> 1. Understand common protection and economic vulnerability factors that impact a household's ability to meet their basic needs. 2. Identify key indicators from the ProGres database that affect household vulnerability, and identify potential data gaps in ProGres 3. Develop household profiles based on variables that are correlated to vulnerability. 4. Support UNHCR and WFP in development of future operational targeting mechanisms for how humanitarian assistance can be provided to address unmet needs. 5. Explore various assistance modalities based on sectoral needs, protection concerns, and market functionality. 		
Research Questions	<ol style="list-style-type: none"> 1. What are monetary and non-monetary essential needs of the refugee population in Uganda? 2. Which essential needs are unmet? 3. What are the profiles of refugees completely or partially unable to meet their essential needs? <ol style="list-style-type: none"> a. Who are these people?² b. Where are these people that are unable to meet their essential needs? c. What type of essential needs are unmet and what is the severity? d. How many people are there? e. What are the socio-economic and protection barriers that prevent these people from meeting their essential needs without assistance? f. Does inability to meet essential needs have an effect on some protection risks refugees are exposed to; and do protection-related issues have an impact on the economic deprivation of individuals and consequent inability to meet essential needs? How does the relationship differ among types of individuals or households?³ 		

¹ Sector experts include those from health, food security, WASH, shelter, site, and non-food items, livelihoods, protection, cash and markets, environment and energy, education, and others.

² Potential variables could include refugee registration status, ethnicity, age, time of arrival/length of stay in settlements, household composition, ability/disability, gender, and others).

³ The method for addressing this research question will be determined among the core analysis team.

	4. How does the current targeting mechanism predict/identify the most socio-economically and protection-related vulnerable people? How many are left out due to exclusion error of the current targeting criteria? 5. What are practical procedures and gender-responsive operational targeting criteria for how humanitarian assistance can address unmet needs? ⁴ 6. Which assistance modalities (in-kind, cash, voucher, etc.) are appropriate based on the types of the vulnerabilities identified? 7. How can certain types of people, households, or community systems support themselves and be assisted to meet their essential needs?					
Geographic Coverage	13 refugee settlements (18 small settlements in Adjumani district considered as one location) in 11 refugee settlement hosting districts					
Secondary data sources	See full secondary data registry included as annex					
Population(s) <i>Select all that apply</i>	<input type="checkbox"/>	IDPs in camp	<input type="checkbox"/>	IDPs in informal sites		
	<input type="checkbox"/>	IDPs in host communities	<input type="checkbox"/>	IDPs [Other, Specify]		
	X	Refugees in camp	<input type="checkbox"/>	Refugees in informal sites		
	<input type="checkbox"/>	Refugees in host communities	<input type="checkbox"/>	Refugees [Other, Specify]		
	<input type="checkbox"/>	Host communities	<input type="checkbox"/>	[Other, Specify]		
Stratification <i>Select type(s) and enter number of strata</i>	X	Geographical #:13 Population size per strata is known? X Yes <input type="checkbox"/> No	X	Group #: 3 Population size per strata is known? X Yes <input type="checkbox"/> No **There are 13 geographic strata. There are three additional strata is for select Person with Specific Needs (PSN) sub-groups (physical disability severe, mental disability moderate, unaccompanied/separated child) ⁵ represented at the national level.	<input type="checkbox"/>	[Other Specify] #: _ _ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No
Data collection tool(s)	X	Structured (Quantitative)		Semi-structured (Qualitative)		
	Sampling method			Data collection method		
Structured data collection tool # 1	<input type="checkbox"/> Purposive X Probability / Simple random <i>*For geographic sample (13 strata)</i>			<input type="checkbox"/> Key informant interview (Target #): _ _ _ _ _ <input type="checkbox"/> Group discussion (Target #): _ _ _ _ _		

⁴ The findings from this assessment will support UNHCR and WFP in the development of future operational targeting mechanisms for how humanitarian assistance can be provided to address unmet needs.

⁵From UNHCR's guidance on the use of standardized specific needs codes, physical disability severe is defined as "Person who has a physical impairment from birth or resulting from illness, injury, trauma or old age, which severely restricts movement, significantly limits the ability to function independently or pursue an occupation, and/or requires assistance from a caregiver," mental disability moderate is defined as "Person who has a mental or intellectual impairment from birth or resulting from illness, injury, trauma or old age, which does not significantly limit the ability to function independently and interact, but may require special education, some monitoring and modest medication," and unaccompanied or separated child is defined as "Person below the age of 18 who is currently not under the care of either parent or other legal or customary primary caregiver."

Select sampling and data collection method and specify target # interviews	<input type="checkbox"/> Probability / Stratified simple random X Probability / Cluster sampling <i>*For PSN subgroup sample (3 strata)</i> <input type="checkbox"/> Probability / Stratified cluster sampling <input type="checkbox"/> [Other, Specify]		X Household interview (Target #): 5920 (geographic) 450 (PSN) <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 (for geographic sample) 95% level of confidence (for PSN subgroup strata)		5+/- % margin of error (for geographic sample) 10+/- % margin of error (for PSN subgroup strata)	
Data management platform(s)	<input type="checkbox"/> IMPACT <input type="checkbox"/> [Other, Specify]	<input checked="" type="checkbox"/> UNHCR Kobo server		
Expected output type(s) ⁶	<input type="checkbox"/> Situation overview #: __	<input checked="" type="checkbox"/> Report #: 1	<input type="checkbox"/> Profile #: __	
	<input checked="" type="checkbox"/> Presentation (Preliminary findings) #:1 (joint analysis workshop)	<input type="checkbox"/> Presentation (Final) #: __	<input type="checkbox"/> Factsheet #: __	
	<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 <i>Specify which logos should be on outputs</i>	REACH			
	Donor: ECHO, WFP			
	Coordination Framework: Assessment Technical Working Group			
	Partners: WFP, UNHCR			

⁶ Other outputs to be determined with the Assessment Technical Working Group

2. Rationale

2.1. Rationale

Uganda is one of the top refugee-hosting countries in the world, with a protracted refugee situation and ongoing influxes of refugees from neighbouring countries. Due to the high numbers of refugees in Uganda (more than 1.2 refugees as of 31 March 2019)⁷, the range of origins, the varying lengths of displacement, the different exposure to protection risks and the different levels of income, households have varying degrees of vulnerability, and this impacts their capacities to meet their essential needs⁸. Because of these diverse vulnerabilities and capacities, there is a need for a humanitarian delivery system that allows the type and size of assistance to individual refugees to be aligned with their protection and economic -related needs. Some of these areas were explored in some detail by the Vulnerability Study, the Joint Multi-Sector Needs Assessment, and the current Minimum Expenditure Basket (MEB) initiative⁹ has allowed a better understanding of the most acute needs. However, a more holistic analysis of needs essential in order to design tailored programming for vulnerable people and develop practical protocols responding to the specific situation of individuals and households. Globally, the humanitarian system is strained, and financial resources are limited, so it is critical that assistance is delivered in an efficient, effective, and safe, context-appropriate way.

Through the adoption of a basic needs approach¹⁰, refugees are enabled to meet their basic needs and achieve longer-term well-being through assistance based on their socio-economic vulnerabilities and capacities. To support the approach and alignment with UNHCR-WFP Joint Principles for Targeting¹¹, there is a need in Uganda to understand refugees' needs and vulnerability based on specific protection needs and risks related to age, gender, status, ability, diversity, among other factors¹², and their capacity to cover a minimum level of expenditure required to cover food, water and sanitation, healthcare, adequate shelter, education, household items, and other basic necessities, as well as their access to services and their livelihood opportunities. This understanding is critical to enable partners to design programming that supports individuals and households in meeting their basic needs. Through adaptive response modalities, such as multi-purpose cash grants and/or sector-specific support, households should be able to bridge the gap between their essential needs and capacity to cover them. The basic needs approach places vulnerable groups at the core and focuses on refugees' perspectives to define unmet needs, prioritizing expenditures, and identifying preferences related to how assistance is received.

While progress has been made by the Cash Working Group to define a minimum expenditure basket for refugees in Uganda, there is a lack of localized information on refugees' essential needs, which of those needs are unmet, the capacity of refugees

⁷ <https://data2.unhcr.org/en/country/uga>

⁸ Based on the definition of the basic needs approach developed by the International Labour Organisation in 1976, essential needs refers to "Essential goods, utilities, services or resources required on a regular, seasonal, or exceptional basis by households for ensuring survival and minimum living standards, without resorting to negative coping mechanisms or compromising their health, dignity and essential livelihoods assets." The ILO report for the 1976 World Employment Conference defined basic needs in terms of food, clothing, housing, education, and public transportation. Employment was both a means and an end, and participation in decision making was also included. WFP, "Essential Needs Assessment, interim guidance note," July 2018.

⁹ Through the Cash Working Group in Uganda, a participatory process from 18 October 2018 to 20 January 2019 was conducted in order to develop the minimum expenditure basket (MEB) reference guidance version 0. The MEB guidance seeks to identify the minimum amount that an average refugee household requires to meet basic needs. The reference guidance abstract states that "it suggests continuing generating evidence and learnings from multipurpose cash grants implementation to cover basic needs and understanding much better the multi-dimensional aspects of vulnerability at household and individual level, integrating financial barriers and socio-economic analysis in future multi sectoral assessments and targeting efforts." Cash Based Interventions National Technical Working Group, "Minimum Expenditure Basket Reference Guidance," 20 January 2019.

¹⁰ UNHCR defines the basic needs approach as "a way to enable refugees to meet their basic needs and achieve longer-term well-being through means to survive and services based on their socio-economic vulnerabilities and capacities." The results framework defines basic needs in terms of "access to basic services and assistance in health, nutrition, WASH, food, shelter, energy, education, as well as domestic items and specialized services for people with specific needs." UNHCR, "Basic Needs Approach in the Refugee Response."

¹¹ UNHCR and WFP established joint principles for targeting assistance to meet food and other basic needs to persons of concern in December 2017. The document includes specified principles and guidance (protection-focused, collaborative, participatory, inclusive, evidence-based, relevant, accurate, coherent, proportionate, accountable, monitored), as well as the recommended targeting process (including information on assessing needs, deciding the appropriateness of targeting, selecting a targeting approach, defining eligibility criteria, accuracy of eligibility criteria, and data sharing).

¹² Based on the UNHCR Heightened Risk Identification Tool (2010), five risk categories include older people, children and adolescents, women and girls at risk, legal and physical protection, and health and disability.

to cover them, as well as market and supply-side dynamics of food and non-food commodities in different geographic settings. There is also a need for an improved understanding of vulnerability relating to differentiated protection and sectorial needs beyond food, level of access to services, and how these factors impact certain households' abilities to cope across the refugee settlements in Uganda. Beyond this, it is important to review needs-based targeting options addressing essential needs, and develop a standardised approach based on evidence through a collaborative and consultative process.

In line with the Grand Bargain, a commitment established by major humanitarian donors during the 2016 World Humanitarian Summit, a joint assessment will increase coordination among humanitarian actors and contribute to facilitating harmonised interventions and constructive partnerships.

3. Methodology

3.1. Methodology overview

The joint assessment will be facilitated by REACH, WFP, and UNHCR through the Assessment Technical Working Group (ATWG) in Uganda. The full research cycle will be jointly coordinated from the drafting of the TOR, to the development of the research design, to the collection of data, and through the analysis phase. Through the ATWG and other coordination mechanisms, important stakeholders will be consulted, including the refugee response leadership (UNHCR, OPM), partner organizations, donors, and national bodies (UBOS, CRRF).

Pre-testing

A field test will be conducted before finalizing the questionnaire tool in Kiryandongo settlement and before the actual survey at the first day of the data collection in Bidibidi and Rhino Camp settlements.

Computer-Assisted Personal Interviews (CAPI) method is used to conduct a face-to-face data collection using a tablet or phone. Data will be uploaded daily to a Kobo server to enable remote monitoring of data quality. All teams will carry at least one back-up data collection device in case the device fails at any point.

3.2 Population of interest

The assessment covers all refugees living in settlements in Uganda. Due to the focus on vulnerability, capturing demographic factors relating to specific needs is critical, so additional surveys with PSN households will be conducted to ensure they are captured in the sample. See the sampling section in the 3.4 Primary Data Collection below for more information.

3.3 Secondary data review (outline key bibliography/sources you will use and for what).

Secondary data registry available upon request.

3.4 Primary Data Collection

Method

REACH will lead the primary data collection, with support from WFP and UNHCR. There will be five field teams (four led by REACH, one led by WFP) covering five locations simultaneously. Each team will consist of a combination of field assistant, field officer, and senior field officer positions, with 20 enumerators. The field teams will hire experienced enumerator teams consisting of both refugees and host community members from each location. All enumerators and supervisors will participate in one of the regional trainings, consisting of three training days. In the training, the enumerators will be trained on survey objectives, household selection techniques, content of the questionnaire, and use of mobile data collection. The training will include both lecture and practical sessions.

In each refugee settlement, randomized Global Positioning System (GPS) points will be generated across zones in the settlement, using zonal population data from UNHCR/OPM. From the total number of surveys required in the settlement, a proportion will be completed in each zone based on the population size. To assess population density within a zone of the

settlement, REACH will use recent satellite imagery to define areas with no population, low and high density. REACH will overlay settlement and zone boundaries over the satellite imagery, first delineating areas that are clearly uninhabited (marshland, rivers/open water, etc.). In remaining zone areas, a rough estimation of density will be manually conducted, with areas being categorized as high density in areas with visible clustering of shelters (i.e. villages) and low density in areas with dispersed shelters with lots of open space separating them. Where available, point data on villages and other population areas will be used to assist in the classification of high density areas. Based on this classification, the generation of points within the zone will be generated with twice the probability of generation within areas classified as high density than those with low density (and zero probability in areas classified as uninhabited).

The use of randomly generated GPS points equally generated across rural population areas oversamples areas of low density, where systematically locating nearest households can be difficult or impossible for enumerators and lower proportions of the target populations live than higher density villages. The alternative to GPS sampling, systematic random sampling in previously demarcated villages or population areas, oversamples instead in areas of high density, ignoring rural populations less connected to markets and services located in more densely populated areas. In the absence of quality data on shelter locations across the settlement, the method above attempts to correct for these sampling biases and increase the accuracy of resulting population estimates.

Enumerators will be assigned a series of GPS points, which they will locate using the mobile application Maps.me. From the GPS point, the enumerator will locate the nearest household to the point. If there are several households that are equidistant from the assigned GPS point or none visible from the point, the enumerator will use the pen method, spinning a pen to randomly select the household for interview or choose a direction to walk.¹³ If a household is unavailable or ineligible to be surveyed (such as host community), the enumerator will use the pen method from the first household (needing replacement) to locate another household.

To ensure enumerator adherence to assigned GPS points, daily spatial verification will be conducted. Observations (household interviews) that are duplicates of the same assigned GPS point or that are collected too far (more than 150 metres) from the point will be removed.

For the PSN stratum enumerators will use zonal geographic information to locate the household from UNHCR's PSN registration list or contact the household through the phone number on file to schedule the interview. UNHCR's protection focal point and an assigned community services partner will assist the enumerator teams in locating the specific PSN households for survey.

The proposed geographic sample includes a buffer of 15% to account for incorrectly drawn GPS points and observations removed during data cleaning.

Sampling

The assessment will cover all refugees living in settlements in Uganda. There are a total of 30 refugee settlements, 18 of which are smaller settlements in Adjumani district. For the purpose of this assessment, 13 total refugee settlement locations will be considered (representing Adjumani as one location). Sample sizes will be determined based on the most recent UNHCR/OPM population statistics available (currently as of 31 May 2019).

Through simple random sampling, households will be the sampling unit and refugee settlements as the strata. Adjumani, considered as one stratum for the assessment, includes 18 smaller settlements. The target number of surveys for the Adjumani stratum will be distributed across the 18 smaller settlements, proportional to population size in each. The data will produce representative findings with 95% level of confidence and 5% margin of error at the settlement level (13 strata).

¹³ During the data collection training, enumerators undergo extensive training on how to use Maps.me, locate assigned GPS points, and identify the nearest household. Enumerators are also trained on the pen method.

For the PSN strata (national level), three PSN sub-groups (mental disability moderate, physical disability severe, and unaccompanied minors/separated children) will be sampled using cluster sampling, with a design effect of 1.5. The data will produce representative findings with 95% level of confidence and 10% margin of error for the three PSN sub-groups at the national level. The sample size for the PSN strata was calculated assuming each PSN was from a separate household, to ensure it is sufficient in all cases.

Sample size for all locations (including PSN subgroups):

Settlement	Total households	Required surveys + 15%
Adjumani	34811	442
Imvepi	16569	433
Palabek	14367	432
Palorinya	30634	437
Bidibidi	43404	439
Rhino Camp	29559	437
Kyangwali	35492	439
Nakivale	33125	437
Oruchinga	1856	367
Rwamwanja	18442	434
Kiryandongo	9870	426
Lobule	886	310
Kyaka II	32063	437
PSN subgroups		450
Total	301178	5920

Sample size breakdown for settlements in Adjumani:

Settlement	Total Households	Proportion of Population	Required surveys + 15%
Agojo	1714	4.9%	22
Alere	1060	3.0%	13
Ayilo I	3471	10.0%	44
Ayilo II	2225	6.4%	28
Baratuku	1137	3.3%	14
Boroli I	1702	4.9%	22
Boroli II	905	2.6%	11
Elema	192	0.6%	2
Maaji I	77	0.2%	1
Maaji II	3196	9.2%	41
Maaji III	3156	9.1%	40
Mirieyi	983	2.8%	12
Mungula I	754	2.2%	10
Mungula II	288	0.8%	4
Nyumanzi	5897	16.9%	75

Oliji	226	0.6%	3
Olua I	801	2.3%	10
Olua II	569	1.6%	7
Pagrinya	6486	18.6%	82
Total	34839		442

PSN sampling (cluster sampling)

	PSN	Total (with 1.5 design effect)
1	Physical Disability (severe)	150
2	Mental Disability (moderate)	150
3	Unaccompanied or separated child	150
	Total	450

Quality Assurance

Quality of survey data is guaranteed by proper diligence at all stages of the survey. Details in the protocol related to efforts to ensure quality assurance during recruitment, sampling (e.g., efforts to ensure an updated sampling frame), training (e.g., field test), and field work (e.g., calibration of equipment, multi-agency supervision team, supervisor monitoring of performance) are noted in each respective section above.

In addition, a daily check of entered data will be conducted by the survey manager to assess completeness and consistency of data. Additional variables will be reviewed in Excel and SPSS. Teams, supervisors, and survey manager will meet nightly and communicate over Skype throughout data collection to review any issues observed during field work as well any issues identified in reviewing the data.

3.5 Data Processing & Analysis

As mentioned, survey forms will be submitted on a daily basis to UNHCR's Kobo server. Data checking will be centralized by two individuals – one reviewing data quality and one conducting spatial verification of survey locations. Errors will be entered into a checking log, which will be shared across the field teams for enumerator clarification and follow up. As each data collection is completed in each location, the checking logs will be finalized and the dataset will be prepared for cleaning.

Following data cleaning, analysis will be conducted using SPSS and R.

4. Roles and responsibilities

Table 3: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
Research design	Senior Assessment Officer (SAO)/ Assessment Manager (AM)	AM	HQ	Country Coordinator (CC)
Supervising data collection	SOO	AO	AM	CC

Data processing (checking, cleaning)	SFO/GISA	AO	AM	CC
Data analysis	AO	AM	WFP/UNHCR	CC
Output production	AO/SFO/GISA	AM	WFP/UNHCR	CC
Dissemination	AO	AM	WFP/UNHCR	CC
Monitoring & Evaluation	AO	AM	HQ	CC
Lessons learned	AO	AM	HQ	CC

Responsible: the person(s) who executes the task

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

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

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

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

5. Data Analysis Plan

Data analysis plan available upon request.

6. Data Management Plan

Data management plan available upon request.

6. 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	# 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
	Number of individuals accessing IMPACT services/products	# 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		X No
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	2019-2020 RRP update; 2021-2023 RRP
		# 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_Feedback and Usage_Survey template	Usage surveys to be conducted with general partners, ATWG members, and donors after full research cycle is completed (around March/April 2020).
	Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	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	Number and/or percentage of	# of organisations providing resources (i.e. staff, vehicles,	Country team		X Yes

stakeholders are engaged in IMPACT programs throughout the research cycle	humanitarian organizations directly contributing to IMPACT programs <i>(providing resources, participating to presentations, etc.)</i>	meeting space, budget, etc.) for activity implementation		Engage ment_lo g	X Yes X Yes
		# of organisations/clusters inputting in research design and joint analysis			
		# of organisations/clusters attending briefings on findings;			