|  |
| --- |
| **­­­Research Terms of Reference****Internally Displaced People (IDP) Profiling in Urban Areas****UKR2315****Ukraine** |
| **September 2023****V1** | **C:\Users\Megan\AppData\Local\Microsoft\Windows\INetCache\Content.Word\REACH logo white (for a coloured background).jpg** |

# Executive Summary

|  |  |
| --- | --- |
| **Country of intervention** | Ukraine |
| **Type of Emergency** | □ | Natural disaster | X | Conflict | □ | Other *(specify)* |
| **Type of Crisis** | □ | Sudden onset  | □ | Slow onset | X | Protracted |
| **Mandating Body/ Agency** | N/A |
| **IMPACT Project Code** | UKR2315 |
| **Overall Research Timeframe**  | 22/09/2023 to 31/12/2023 (Pilot) |
| **Research Timeframe** | 1. Pilot/ training: - Key informant interviews: 16/10/2023 - Household interviews: 03/11/2023  | 6. Preliminary presentation: 08/12/2023 |
|  | 2. Start collecting data: - Key informant interviews: 16/10/2023 - Household interviews: 06/11/2023  | 7. Outputs sent for validation: 20/12/2023 |
|  | 3. Data collected: - Key informant interviews: 20/11/2023- Household interviews: 23/11/2023 | 8. Outputs published: 27/12/2023 |
|  | 4. Data sent for validation:- Key informant interviews: 10/11/2023- Household interviews: 27/11/2023 | 9. Final presentation: N/A |
|  | 5. Data analysed: 01/11/2023 |  |
| **Number of assessments** | X | Single assessment (one cycle) |
|  | □ | Multi-assessment (more than one cycle) |
| **Humanitarian milestones** | **Milestone** | **Deadline** |
|  | □ | Donor plan/strategy  | \_ \_/\_ \_/\_ \_ \_ \_ |
|  | X | Inter-cluster plan/strategy  | 10/11/2023 |
|  | □ | Cluster plan/strategy  | \_ \_/\_ \_/\_ \_ \_ \_ |
|  | □ | NGO platform plan/strategy  | \_ \_/\_ \_/\_ \_ \_ \_ |
|  | □ | Other (Specify): | \_ \_/\_ \_/\_ \_ \_ \_ |
| **Audience Type & Dissemination**  | **Audience type** | **Dissemination** |
|  | X StrategicX Programmatic□ Operational | X General Product Mailing (e.g. Ukraine send in blue mailing list)X Cluster Mailing (Ukraine Cash Working Group; Durable Solutions Working Group; Housing, Land, and Property Working Group; Protection Cluster; Age and Disability Technical Working Group; CCCM Cluster) X Presentation of findings (presentations during the aforementioned cluster/ working group meetings) X Website Dissemination (Relief Web & REACH Resource Centre) |
| **Detailed dissemination plan required** | □ | Yes | X | No |
| **General Objective** | To inform the strategic and programmatic direction of local actors, by identifying vulnerabilities for relevant population groups as a consequence of their displacement through a comprehensive profile of the situation in Pavlohradska and Chervonohradska hromadas. |
| **Specific Objective(s)** | 1. Provide a comprehensive profile of internally displaced persons (IDPs) residing in Pavlohradska and Chervonohradska. The profile includes. settlement intentions and plans as well as the push and pull factors that could trigger onward movement, return, or local integration. In addition, identify core demographic data, and information surrounding socio-economic status, access to employment, accommodations, basic services and to understand the level of social cohesion and participation into civic engagement.
2. Offer a comparative analysis focusing on both displaced and non-displaced populations to identify IDPs’ vulnerabilities as a consequence of their displacement.
3. Help inform the strategic and programmatic responses by the Government of Ukraine at the national and local level, as well as the international and national organisations on profiling the displacement situation at the local level.
4. Pilot a profiling exercise of displacement to support government-led capacity building initiatives at the hromada level in other areas within Ukraine.
 |
| **Research Questions** | * What is the overall demographic profile, including self-reported vulnerabilities, of displaced populations and non-displaced populations?
* What are the desired movement intentions of IDPs in the medium to long term? What are the primary push and pull factors of those considering relocation from their current location?
* What is the current socio-economic status of displaced and non-displaced populations? What is the level of participation within the labour force?
* What are the predominant accommodation types accessed by households? What are the barriers and challenges in obtaining or maintaining adequate and affordable housing, and how does this differ for households with specific vulnerabilities?
* What is the level of access to public services provided by the local government (i.e., healthcare, administrative and social services) and what challenges prevent accessibility? What targeted support is required to overcome these challenges?
* What are the self-perceived relations amongst displaced and non-displaced populations? How are displaced populations participating in public affairs and activities that impact decision-making processes surrounding IDP concerns i.e., local public meetings?
 |
| **Geographic Coverage** | In collaboration with the Community Planning for Durable Solutions and Recovery Working Group (CPDSR WG), REACH’s IDP Profiling assessment will zone into Pavlohradska and Chervonohradska hromadas to inform programming towards early recovery and the achievement of durable solutions for displaced populations. |
| **Secondary data sources** | * REACH, [Arrival and Transit Monitoring: Round 9](https://repository.impact-initiatives.org/document/reach/36e82cb2/REACH_UKR_ATM_Factsheet_Round-9_June2023.pdf), June 2023.
* CCCM Cluster, [Collective Site Monitoring: Round 8](https://repository.impact-initiatives.org/document/repository/86226afc/REACH_UKR_Brief_CSM_Round-8_April-2023_EN-1.pdf), May 2023.
* CCCM Cluster, [IDP Collective Site Monitoring Dashboard](https://reach-info.org/ukr/unhcr_cccm/), October 2022.
* REACH, [Area-Based Assessment: Lvivska oblast,](https://repository.impact-initiatives.org/document/reach/cc4cb80d/REACH_UKR_Report_ABA_Lvivska-obl_February-2023-2.pdf) February 2023.
* REACH, [Area-Based Assessment: Kharkiv](https://repository.impact-initiatives.org/document/reach/cd4315f7/REACH_UKR_Briefing-note_ABA_Kharkiv_November-2022.pdf), November 2022.
* REACH, [Area-Based Assessment: Dnipropetrovska oblast](https://repository.impact-initiatives.org/document/reach/bec1713d/REACH_UKR_Report_ABA_Dnipropetrovska-obl_August-2022_ENG.pdf), August 2022.
* REACH, [Humanitarian Situation Monitoring - Focus on areas closer to the front line](https://repository.impact-initiatives.org/document/reach/5e210b7b/REACH-UKR2206B_HSM_R9_GCA_Situation-Overview_April-2023.pdf), April 2023.
* [English translation] Cabinet Ministers of Ukraine, [Strategy on the Government Policy on Internal Displacement (2023-2025)](https://zakon.rada.gov.ua/laws/show/312-2023-%D1%80#Text), 7 April 2023.
* International Organization for Migration (IOM), [Ukraine Internal Displacement Report, General Population Survey Round 13](https://dtm.iom.int/reports/ukraine-internal-displacement-report-general-population-survey-round-13-11-may-14-june-2023?close=true), July 2023.
* International Organization for Migration (IOM), [Ukraine – Conditions of Returns Assessment Factsheet – Round](https://dtm.iom.int/reports/ukraine-conditions-return-assessment-factsheet-round-2-march-april-2023?close=true) 2, June 2023.
* International Organization for Migration (IOM), [Ukraine – Returns report,](https://dtm.iom.int/reports/ukraine-returns-report-general-population-survey-round-13-june-2023) June 2023.
* UNHCR, [Lives on hold: Intentions and perspectives of refugees and IDPs from Ukraine](https://data2.unhcr.org/en/documents/details/101747), 6 July 2023.
* OCHA, [Ukraine Situation Report](https://reports.unocha.org/en/country/ukraine/), July 2023.
* Official websites and social accounts of national, oblast-level or hromada-level authorities, including Telegram and Facebook.
* Daily news briefs and articles in local and international media.
* Joint IDP Profiling Service (JIPS), [Durable Solutions Indicators & Guide](https://www.jips.org/tools-and-guidance/durable-solutions-indicators-guide/), 2018.
* Inter-Agency Standing Committee (IASC), [IASC Framework on Durable Solutions for IDPs - World | ReliefWeb](https://reliefweb.int/report/world/iasc-framework-durable-solutions-idps?gclid=EAIaIQobChMI27-k34Lt_QIVCtUYCh0CcQOGEAAYASAAEgKzX_D_BwE), April 2010.
* Administrative data in the selected hromadas

*Population estimates:* * Leasure et al., [Nowcasting daily population displacement in Ukraine through social media advertising data,](https://onlinelibrary.wiley.com/doi/full/10.1111/padr.12558) 06 April 2023.
* [English translation] Ministry of Social Policy Ukraine, [Information and Computing Center of the Ministry of Social Policy Ukraine - IDP Dashboard,](https://www.ioc.gov.ua/dashboardVpo/) Accessed 25 June 2023.
* International Organization for Migration (IOM), [Ukraine – Area Baseline Assessment (Raion level) - Round 26](https://mcusercontent.com/5e98e89a623f4994f9c857468/files/9ffbb9fe-7546-6993-7e5c-ab2d1896ea4e/IOM_DTM_Area_Baseline_Assessment_July_2023_Round_26_Restricted.pdf), July 2023.
 |
| **Population(s)** | □  | IDPs in camp | □ | IDPs in informal sites |
|  | X  | IDPs in host communities (residing outside of collective sites) | □ | IDPs in collective centers |
|  | □ | Refugees in camp | □ | Refugees in informal sites |
|  | □ | Refugees in host communities | □ | Refugees |
|  | X | Host communities | □ | Returnees (inclusion of this population group is dependent on consultations with authorities) |
| **Stratification** | X | Geographical #: 2 hromadasPopulation size per strata is known? X Yes □ No | X | Group #: 2 population groups (IDPs and non-IDPs within each hromada)Population size per strata is known? X Yes □ No | □ | *[Other Specify]* #: \_ \_ Population size per strata is known? □ Yes □ No |
| **Data collection tool(s)**  | X | Structured (Quantitative) | X | Semi-structured (Qualitative) |
|  | **Sampling method** | **Data collection method**  |
| **Structured data collection tool # 1*****Semi-structured (Qualitative)***  | **X Purposive**□ Probability / Simple random□ Probability / Stratified simple random□ Probability / Cluster sampling□ Probability / Stratified cluster sampling | **X Key informant interview (Target #):** 12 interviews (6 per hromada) □ Group discussion (Target #):\_ \_ \_ \_ \_□ Household interview (Target #): \_ \_ \_ \_ □ Individual interview (Target #):\_ \_ \_ \_ \_□ Direct observations (Target #):\_ \_ \_ \_ \_ |
| **Structured data collection tool # 2*****Structured (Quantitative)*** | **X Purposive**□ Probability / Simple random**X Probability / Stratified simple random sample** □ Probability / Cluster sampling□ Probability / Stratified cluster sampling | □ Key informant interview (Target #): \_ \_ \_ □ Group discussion (Target #):\_ \_ \_ \_ \_**X** **Household interview (Target #): ~1,600 +5% to account for deletion of interviews (800 interviews in Pavlohradska hromada, 800 interviews in Chervonohradska hromada)**□ Individual interview (Target #):\_ \_ \_ \_ \_□ Direct observations (Target #):\_ \_ \_ \_ \_ |
| **Target level of precision if probability sampling** | **95% level of confidence** | **5% margin of error**  |
| **Data management platform(s)** | X | IMPACT | □ | UNHCR |
| **Expected ouput type(s)** | X | Situation overview #: 2 (1 per hromada) | □ | Report #: \_ \_ | □ | Profile #: \_ \_ |
|  | □ | Presentation (Preliminary findings) #: \_ \_ | X | Presentation (Final) #: 2 presentation of key findings per hromada | □  | Factsheet #: \_ \_  |
|  | □ | Interactive dashboard #:\_ | □ | Webmap #: \_ \_ | □ | Map #: \_ \_  |
| **Access**  | X | Public (available on REACH resource center and other humanitarian platforms)  |
|  | □ | Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms) |
| **Visibility**  | **IMPACT** |
|  | **Donor:** BHA  |
|  | **Coordination Framework:** N/A |
|  | **Partners:** N/A |

# Rationale

* 1. Background

Since February 2022, the full-scale war in Ukraine has resulted in large-scale displacement. As of 25 May, an estimated 5.08 million individuals remain displaced within the country, with 50% of those IDPs residing

 in a large city.[[1]](#footnote-2) While the majority of the country is considered relatively safe and stable, Ukraine’s volatile security context in areas closer to the line of contact has heavily influenced the decisions surrounding movement intentions. As such, most IDPs and returnees seek stabilization and settlement in their current locations, as safety and security are the main enabler influencing return and are of higher importance for those from the east and south of Ukraine, as well as Kyiv city.[[2]](#footnote-3)

At the national level, state policies are shifting towards durable solutions programming to offer sustainable support and interventions to IDPs in their current locations. Despite this, the rise in need of information to understand the profile of displaced populations at the local level in urban areas remains, as IDPs face challenges and resettle due to inadequate support systems. One-quarter of the displaced population in Ukraine (1.27 million) are considering relocation, and an estimated 745,000 IDPs intend to integrate into their current location, of those, the majority are within urban areas.[[3]](#footnote-4) However, with prolonged displacement and a lack of opportunities to return, more people will require support for integration into host communities.

The need for area-based data in urban areas at the local level, focusing on profiling the situation of displaced populations outside of collective sites is required towards supporting clear pathways for effective programming. The assessment will be built upon the REACH previous area-based assessments in Dnipropetrovska[[4]](#footnote-5) and Lvivska[[5]](#footnote-6) oblasts, as well as durable solutions studies conducted in conjunction with the CCCM Cluster that has piloted the longitudinal study on durable solutions for the populations in collective sites.[[6]](#footnote-7)

* 1. Intended impact

**Analytical lens**

**Area-based analysis:** IDP profiling within each of the two hromadas aims to comprehensively grasp the characteristics of IDP households and their overarching vulnerabilities, taking into account the specific local geographical, economic, and other contextual factors at the hromada level.

**Joint analysis and capacity building at the hromada level:** The assessment has been developed through a collaborative approach, including consultations with actors at the local level. Through this, a joint analysis of the findings is intended to be implemented, followed by a capacity building efforts for hromada level actors to conduct IDP profiling assessments on an ad hoc basis, given the everchanging movement and displacements trends due to the protracted nature of the conflict.

**Comparative analysis:** For certain indicators related to access to employment, services, accommodations and social cohesion, the quantitative household level data will allow a comparative analysis between IDP and non-IDPs population group profiles at the local level within each hromada. When requested for certain clusters, a comparative analysis may also be conducted to show insights to IDP profiling in each hromada located in the east and west of Ukraine.

**Outputs**

Based on the information needs of actors within each hromada, as well as general trends observed concerning IDP profiling, the outputs will be presented in a written analysis to inform the response at the local level. One situation overview and general presentation for dissemination activities will be produced:

* **Hromada-level situation overview**: following the IDP profiling assessment, a situation overview will be produced for each hromada analysed.
* **Dissemination presentations:** Detail presentations will be produced to summarise the findings at the hromada level to present overall trends to national and local actors, including cluster and working group partners in the respective sub-national areas.

**Outcomes**

Contribute to the knowledge-sharing and response efforts of national and international actors within each hromada. By informing partners working to support durable solutions, this REACH assessment intends to provide an overview of the displacement situation and to provide granular data in each hromada concerning the displaced population.

# Methodology

* 1. Methodology overview

In Pavlohradska hromada within the Dnipropetrovska Obast and Chervonohradska hromada within Lvivska Oblast, IDP Profiling assessment will be carried out through a collaborative approach with local actors through the following three steps:

1. **Comprehensive secondary data review and consultations with local actors will be conducted concerning Pavlohradska and Chervonohradska hromadas prior to data collection.** Available secondary data regarding population estimates of both displaced, returnees and non-displaced groups, general socio-economic and employment landscape, available programmes for IDPs and resources, damage to infrastructure and housing funds, access to humanitarian assistance and services, as well as additional relevant sources will be considered to develop a comprehensive understanding of the context within each hromada. While striving to align the assessment with the CPDSR WG, collaboration with municipal representatives and actors at the sub-national level supporting strategic programming on durable solutions, will also take place to identify the rise in information needs to support evidence-based decision-making concerning durable solutions programming. Continuous engagements with these actors will take place throughout to mitigate any changes in priorities during the data collection process.
2. Previous engagements will help to inform the second step, which focuses on **semi-structured interviews with key informants to gather supplementary data on the context and barriers pertaining to the identified objectives voiced through representatives and community members on assisting displaced populations.** The key informant interviews will also further identify the information needs, complementary to the previous engagements with municipal actors and sub-national actors. During this process, the household level questionnaire (see step 3), will be shared with KIs to receive additional feedback and inputs. Thus, any additional questions to be inputted following the review that is relevant to the context of the hromada will be included to provide a comprehensive profile of IDPs/ returnees and possible support required.
3. **Structured household interviews with IDPs and non-IDPs will then be administered in Pavlohradska and Chervonohradska hromadas,** with revisions included following the inputs reflective of the consultations with local actors and KI interviews. This quantitative survey tool will be translated into both Ukrainian and Russian.

**Key definitions**

**Internally displaced person** – An internally displaced person is a citizen of Ukraine, a foreigner or a stateless person staying on the territory of Ukraine on legal grounds and being entitled to permanent residence in the territory of Ukraine, who was forced to leave or abandon his/her residence as a result of or to avoid the negative impact of armed conflict, temporary occupation, situations of generalized violence, mass violations of human rights and disasters of natural or human-made origin due to the full-scale war which started on 24 February 2022. For the purpose of this assessment, only IDPs residing outside of collective sites will be eligible to participate.

**Returnees –** A returnee is identified as an individual that has left their place of habitual residence in Ukraine due to the full-scale war on 24 February 2022 and has since returned to their place of habitual residence or an adjacent area for a minimum of two weeks.

**Household (HH)** – A household is a collection of individuals living in the same dwelling or part of it, providing themselves with everything necessary for life, fully or partially pooling and spending their money. The head of the household is the person who makes the main decisions and currently lives with the household.

**Households with a member with a vulnerability –** For this assessment, household members that have a vulnerability will be identified as individuals with a disability,[[7]](#footnote-8) a chronic illness, older persons (60+ years), pregnant and lactating women, and those that are guardians of a separated child (0-17 years).

* 1. Population of interest

The geographic coverage of this assessment will focus on Pavlohradska hromada within Dnipropetrovska oblast and Chervonohradska hromada within Lvivska oblast, as identified as a priority area from the CPDSR WG, and IDP hosting areas within the west and east of Ukraine.

**Key informant interviews:**Concerning the qualitative component, key informants include, but are not limited to, representatives of local authorities/ departments, non-governmental/ local organisations, local IDP councils, etc. Selection of key informants will be based on the knowledge deemed sufficient to provide community-level observations concerning the displacement situation, movement intentions, as well as barriers to long-term settlement concerning displaced populations. The interviews will help consolidate the information and further develop the household questionnaire resulting in a joint analysis with local authorities.

**Household interviews:**The unit of measurement for the quantitative survey is at the household level, and the population of interest is both IDPs and non-IDPs, residing in the selected hromadas in Ukraine. The unit of analysis for this component will include both the household and individual levels, to provide a comprehensive overview of household dynamics such as household size, demographics, as well as data concerning socio-economic status of each member. Concerning IDPs, the eligibility criteria will be those that have lived in the hromada for a minimum of one month.

* 1. Secondary Data Review

A secondary data review, primarily consisting of REACH products, IOM, and other government official sources, was conducted to provide both the contextual understanding and triangulate findings to inform the development of the terms of reference for the IDP profiling assessment. Additional sources concerning IDP profiling and durable solutions were consulted to provide key definitions and insights into sampling strategies:

* REACH, [Arrival and Transit Monitoring: Round 9](https://repository.impact-initiatives.org/document/reach/36e82cb2/REACH_UKR_ATM_Factsheet_Round-9_June2023.pdf), June 2023.
* CCCM Cluster, [Collective Site Monitoring: Round 8](https://repository.impact-initiatives.org/document/repository/86226afc/REACH_UKR_Brief_CSM_Round-8_April-2023_EN-1.pdf), May 2023
* CCCM Cluster, [IDP Collective Site Monitoring Dashboard](https://reach-info.org/ukr/unhcr_cccm/), October 2022.
* REACH, [Area-Based Assessment: Lvivska oblast,](https://repository.impact-initiatives.org/document/reach/cc4cb80d/REACH_UKR_Report_ABA_Lvivska-obl_February-2023-2.pdf) February 2023.
* REACH, [Area-Based Assessment: Kharkiv](https://repository.impact-initiatives.org/document/reach/cd4315f7/REACH_UKR_Briefing-note_ABA_Kharkiv_November-2022.pdf), November 2022.
* REACH, [Area-Based Assessment: Dnipropetrovska oblast](https://repository.impact-initiatives.org/document/reach/bec1713d/REACH_UKR_Report_ABA_Dnipropetrovska-obl_August-2022_ENG.pdf), August 2022.
* REACH, [Humanitarian Situation Monitoring - Focus on areas closer to the front line](https://repository.impact-initiatives.org/document/reach/5e210b7b/REACH-UKR2206B_HSM_R9_GCA_Situation-Overview_April-2023.pdf), April 2023.
* [English translation] Cabinet Ministers of Ukraine, [Strategy on the Government Policy on Internal Displacement (2023-2025)](https://zakon.rada.gov.ua/laws/show/312-2023-%D1%80#Text), 7 April 2023.
* International Organization for Migration (IOM), [Ukraine Internal Displacement Report, General Population Survey Round 13](https://dtm.iom.int/reports/ukraine-internal-displacement-report-general-population-survey-round-13-11-may-14-june-2023?close=true), July 2023.
* International Organization for Migration (IOM), [Ukraine – Conditions of Returns Assessment Factsheet – Round](https://dtm.iom.int/reports/ukraine-conditions-return-assessment-factsheet-round-2-march-april-2023?close=true) 2, June 2023.
* International Organization for Migration (IOM), [Ukraine – Returns report,](https://dtm.iom.int/reports/ukraine-returns-report-general-population-survey-round-13-june-2023) June 2023.
* UNHCR, [Lives on hold: Intentions and perspectives of refugees and IDPs from Ukraine](https://data2.unhcr.org/en/documents/details/101747), 6 July 2023.
* OCHA, [Ukraine Situation Report](https://reports.unocha.org/en/country/ukraine/), July 2023.
* Official websites and social accounts of national, oblast-level or hromada-level authorities, including Telegram and Facebook.
* Daily news briefs and articles in local and international media.
* Joint IDP Profiling Service (JIPS), [Durable Solutions Indicators & Guide](https://www.jips.org/tools-and-guidance/durable-solutions-indicators-guide/), 2018.
* Inter-Agency Standing Committee (IASC), [IASC Framework on Durable Solutions for IDPs - World | ReliefWeb](https://reliefweb.int/report/world/iasc-framework-durable-solutions-idps?gclid=EAIaIQobChMI27-k34Lt_QIVCtUYCh0CcQOGEAAYASAAEgKzX_D_BwE), April 2010.
* Administrative data in the selected hromada

*Population estimates:*

* Leasure et al., [Nowcasting daily population displacement in Ukraine through social media advertising data,](https://onlinelibrary.wiley.com/doi/full/10.1111/padr.12558) 06 April 2023.
* [English translation] Ministry of Social Policy Ukraine, [Information and Computing Center of the Ministry of Social Policy Ukraine - IDP Dashboard,](https://www.ioc.gov.ua/dashboardVpo/) Accessed 25 June 2023.
* International Organization for Migration (IOM), [Ukraine – Area Baseline Assessment (Raion level) - Round 26](https://mcusercontent.com/5e98e89a623f4994f9c857468/files/9ffbb9fe-7546-6993-7e5c-ab2d1896ea4e/IOM_DTM_Area_Baseline_Assessment_July_2023_Round_26_Restricted.pdf), July 2023.
	1. Primary Data Collection

***As a pilot assessment, IDP Profiling is subject to changes in the methodology following continued consultations with local actors.*** As such, the proposed hromadas in which IDP Profiling will be assessed is determined by the recommendations and priorities of the CPDSR WG. In general, IDP Profiling will be conducted through a mixed methods approach, by using both semi-structured qualitative and structured quantitative tools. Local actors will first be interviewed as key informants through the semi-structured tool. Displaced and non-displaced populations will be assessed at the household level using the structured quantitative tool, while a sub-set of questions will be asked at the individual level. Such questions will gather data concerning their demographic profile, as well as education, skills, and employment status. REACH’s field unit, in close collaboration with the assessment staff, will undergo training for field officers, team leads and enumerators to conduct both the key informant and household survey. Along with the field unit, the data and assessment officers will take responsibility for monitoring the quantitative data from the household level survey. The qualitative interviews will be monitored by the assessment staff in liaison with the field unit to ensure that enumerators are briefed on the ongoing quality of interviews and prompts.

**Sampling methods and sampling size**

***Qualitative component***

**Key informants:** Key informants will be purposefully selected based on recommendations to be interviewed by local authorities, as well as their general knowledge of the context. As such, information provided by the key informants will help to inform the types of questions asked at the household level. While the objective of this assessment strives to understand the vulnerabilities of IDPs due to as a result of their displacement, selected key informants are required to provide additional technical knowledge, reflect of the situation concerning displacement within these hromadas. Therefore, types of profiles can include representatives of local authorities/ departments, as well as those of non-governmental/ local organisations, representative of local IDP councils, etc which provide direct support to displaced populations. A total of 12 key informant semi-structure interviews will be conducted. To ensure an equal distribution of interviews, 6 key informants will be identified within each hromada. This overall number was selected based on the capacity of REACH’s Field Team, as well as to ensure the inclusion and representation of varying actors at the hromada level to comprehensively profile the situation at the local level. Interviews will primarily be conducted face-to-face, while the option for telephone interviews will be presented depending on the preference of the key informant.

***Quantitative component***
*Target population*
Through face-to-face interviews, the quantitative survey will target 400 households for the following 2 stratum, per each hromada (Pavlohradska and Chervonohradska hromadas), totalling a target of 1,600 household interviews:

1. **IDPs residing outside of collective sites**
2. **Non-IDPs**

*Sample frame*
Following consultations with local authorities, population registries, including addresses and phone numbers of each target population were not provided due to sensitivity concerns. However, estimates of each target group were provided for the purpose of calculating the sample size (see sampling approach). As mentioned previously, the primary unit of sampling is the hromada, while the secondary unit of sampling is at the household level, and the unit of analysis is at the household and individual level.

*Sampling approach*.
**IDPs residing outside of collective sites:** Due to the operational and time constraints, a purposive sampling approach will be used for IDPs. IDPs will be surveyed at access for services and aid distribution: for example, department of social policy, administrative services, humanitarian aid distribution points, etc. As general challenges may arise is in locating common geographical locations where these target groups may be concentrated within the settlements, it may be deemed difficult to identify households eligible for participation. Therefore, in the event that these challenges do arise, a snowballing approach will be undertaken.

Concerning geographical locations for interviewing IDP households, Pavlohradska hromada only has one settlement, therefore the interviews will be conducted in one settlement. Chervonohradska hromada has a total of 14 settlements, however, the vast majority of registered IDPs (94%) in the hromada are located within two urban settlements, Chervonohrad and Sosnivka. Therefore, due to feasibility for REACH enumerators to identify eligible IDPs, interviews will be conducted in both urban settlements. Sample size for IDPs has been calculated based on the proportion of total IDPs in these two settlements (see Table 1).

**Non-IDPs:** A two-stage stratified random sample approach will be used to interview eligible non-IDP households. Firstly, stratification of the target population was based on the geographical locations of the hromadas by settlement. As shown in Table 1, each target population is stratified based on the following geographical locations. In Pavlohradska, only 1 settlement is within the hromada’s administrative boundaries. As with the IDPs sampling approach, two settlements in Chervonohradska (Chervonohrad and Sosnivka) will be selected to interview non-IDP households. **I**n the second stage, districts within the settlement will also be randomly identified, as well as suggested by local authorities to account for highly populated areas. In the final sample, a random selection of households will be chosen for face-to-face interviews by REACH enumerators that is equivalent to the sample size for a target of 400 non-IDP household interviews per hromada.

A sample size for each strata per hromada will be drawn based on the estimates of both IDPs and non-IDPs at the hromada level. By understanding the estimate number of the population size at the individual level, the household population size will be calculated for IDPs and non-IDPs according to the household population size, as shown in Table 2. To calculate the household population size, the population of IDPs/ non-IDPs will be divided by 2.5. The ratio of 2.5 individuals was determined from REACH’s Multi-Sector Needs Assessment data collected in 2023, as the mean number of members per household was 2.48. Sample size was calculated to ensure 95% confidence level with a 5% margin of error, with some additional interviews added as buffer.

*Table 1: Sample size.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Hromada | Population group | Settlement  | % of population group per settlemen**t** | **Sample size**  |
| ***Pavlohradska hromada (Dnipropetrovska oblast)*** | ***IDPs residing outside of collective sites*** | *Pavlohrad* | *100%* | *400* |
| ***Non-IDPs***  | *Pavlohrad* | *100%* | *400* |
| ***Chervonohradska hromada*** ***(Lvivska oblast)*** | ***IDPs residing outside of collective sites*** | *Chervonohrad* | *88%* | *352* |
| *Sosnivka* | *12%* | *48* |
| ***Non-IDPs*** | *Chervonohrad* | *85%* | *340* |
| *Sosnivka* | *15%* | *60* |

*Table 2: Population estimates*

|  |  |  |  |
| --- | --- | --- | --- |
| Hromada | Population group | Population estimates  | Household population size (P/2.5)  |
| ***Pavlohradska hromada (Dnipropetrovska oblast)*** | ***IDPs residing outside of collective sites*** | 18,268 | 7,307 |
| ***Non-IDPs***  | 101,400 | 40,560 |
| ***Chervonohradska hromada*** ***(Lvivska oblast)*** | ***IDPs residing outside of collective sites*** |  Total: 5,765 | Chervonohrad: 5,075 | Total: 2,306 | Chervonohrad: 2,030 (88%) |
| Sosnivka: 690 | Sosnivka: 276 (12%) |
| ***Non-IDPs*** |  Total: 79,517 | Chervonohrad: 68,000 | Total: 31,807 | Chervonohrad: 27,200 (85%) |
| Sosnivka: 11,517 | Sosnivka: 4,607 (15%) |

* 1. Data Processing & Analysis

The primary data will be collected through Kobo Toolbox within the IMPACT Global Kobo account. During primary data collection, the IMPACT Database Officer will download and clean the data daily to ensure collection methodology is being followed by enumerators and investigate any problematic data to ensure the sampling methodology is being carried out in accordance with the data analysis plan. Additionally, the collected data will be analysed for “Other” inputs (translated and recoded if needed) and cross-checked for linked questions and to review enumerators’ comments. An Assessment Officer will keep a log of any changes, including cleaning of data. The data cleaning process will adhere to [IMPACT’s Minimum Standards Checklist for Data Cleaning and Processing for Structured (Quantitative) Data](https://www.impact-repository.org/wp-content/uploads/2020/01/IMPACT_Memo_Data-Cleaning-Min-Standards-Checklist_28012020-1-1.pdf) as well as IMPACT’s [Data Protection SoPs](https://www.impact-repository.org/wp-content/uploads/2019/08/SOP_data_protection_PII.pdf).

For each target population, representativeness and post-stratification weights will be applied. Data analysis will be conducted by producing frequency tables in Excel. The frequency tables which will be produced following the data collection/cleaning phase will be used internally only by IMPACT to generate factsheets and facilitate presentations of key findings.

For the qualitative data, enumerator debrief forms will be completed after every interview. All key informant interviews and enumerator debrief forms will be transcribed and translated. Personally identifiable information will not be collected for the qualitative component. Following transcription and translation, analysis of data will take place by a qualitative data saturation grid aiming to identify common themes.

# Key ethical considerations and related risks

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** (*specifically by: seeking informed consent, designing length of survey/ discussion while being considerate of participants’ time, ensuring accurate reporting of information provided*)? | Yes |  |
| … Does not **expose data collectors to any risks as a direct result** of participation in data collection? | Yes |  |
| … Does not **expose respondents / their communities to any risks as a direct result** of participation in data collection? | Yes |  |
| … 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  | Sensitive questions will be posed regarding personal experiences of displacement, or the impact of the conflict. - Enumerators will summarise the subjects that the questionnaire will cover before asking for consent. - Respondents will be reminded at the beginning of the interview that their participation is voluntary, and that they can withdraw their consent at any time- Data collection will be conducted by Ukrainian staff who are able to effectively communicate with respondents about voluntary consent to participate, and who can recognise if respondents become uncomfortable. |
| … 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 | Vulnerable groups will not be targeted for data collection, however, in the context of conflict and displacement, it is likely that some respondents will be victims of the conflict. In order to mitigate the risk of harm to these vulnerable respondents, the following measures will be taken:- Enumerators will summarise the subjects that the questionnaire will cover before asking for consent. - Respondents will be reminded at the beginning of the interview that their participation is voluntary, and that they can withdraw their consent at any time.- Data collection will be conducted by Ukrainian staff who are able to effectively communicate with respondents about voluntary consent to participate, and who can recognise if respondents become uncomfortable. |
| … Follows IMPACT SOPs for management of **personally identifiable information**? | Yes |   |

# 5. Roles and responsibilities

Table 3: Description of roles and responsibilities

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Task Description** | **Responsible** | **Accountable** | **Consulted** | **Informed** |
| Research design | Assessment Officer | Research Manager | IMPACT HQ Research, Design, and Data Unit (RDDU), Data Specialist | HQ |
| Supervising data collection | Field Officer | Assessment Officer | Data Officer | Research Manager |
| Data processing (checking, cleaning) | Database Officer | Research Manager | IMPACT HQ RDDU, Data Specialist | HQ |
| Data analysis | Database Officer /Assessment Officer | Research Manger | IMPACT HQ RDDU, Data Specialist | HQ |
| Output production | Assessment Officer | Research Manager | IMPACT HQ Reporting Unit |  |
| Dissemination | Assessment Officer | Research Manager | IMPACT HQ Research Department | HQ |
| Monitoring & Evaluation | Research Manager | Country Coordinator | IMPACT HQ Research Department | HQ |
| Lessons learned | Research Manager | Country Coordinator | IMPACT HQ Research Department | 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*

# 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/productsNumber of individuals accessing IMPACT services/products | # of downloads of x product from Resource Center | Country request to HQ | User\_log | X Yes |
| # of downloads of x product from Relief Web | Country request to HQ | X Yes  |
| # of downloads of x product from Country level platforms | Country team | X Yes  |
| # of page clicks on x product from REACH global newsletter | Country request to HQ |  X Yes  |
| # of page clicks on x product from country newsletter, sendingBlue, bit.ly | Country team |  X Yes  |
| # of visits to x webmap/x dashboard | Country request to HQ |  |
| **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 | *X No*  |
| # references in single agency documents | *X No* |
| **Humanitarian stakeholders are using IMPACT products** | Humanitarian actors use IMPACT evidence/products as a basis for decision making, aid planning and deliveryNumber of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products  | Perceived relevance of IMPACT country-programs | Country team | Usage\_Feedback *and* Usage\_Survey template |  |
| Perceived usefulness and influence of IMPACT outputs | *X No*  |
| Recommendations to strengthen IMPACT programs |
| Perceived capacity of IMPACT staff |  |
| Perceived quality of outputs/programs |
| Recommendations to strengthen IMPACT programs |
| **Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle**  | Number and/or percentage of humanitarian organizations directly contributing to IMPACT programs *(providing resources, participating to presentations, etc.)* | # of organisations providing resources (i.e.staff, vehicles, meeting space, budget, etc.) for activity implementation | Country team | Engagement\_log | X Yes  |
| # of organisations/clusters inputting in research design and joint analysis | X Yes  |
| # of organisations/clusters attending briefings on findings; | X Yes  |

1. International Organisation for Migration (IOM), [DTM Ukraine – Snapshot report: Population Figures and Geographic Distribution – General Population Survey Round 13](https://dtm.iom.int/reports/ukraine-snapshot-report-population-figures-and-geographic-distribution-general-population?close=true)[,](https://dtm.iom.int/reports/ukraine-%E2%80%94-internal-displacement-report-%E2%80%94-general-population-survey-round-11-25-november-5) 05 June 2023. [↑](#footnote-ref-2)
2. UNHCR, [Lives on hold: Intentions and perspectives of refugees and IDPs from Ukraine #4](https://data.unhcr.org/en/documents/details/101747), 6 July 2023. [↑](#footnote-ref-3)
3. International Organisation for Migration (IOM), [DTM Ukraine – Snapshot report: Population Figures and Geographic Distribution – General Population Survey Round 13](https://dtm.iom.int/reports/ukraine-snapshot-report-population-figures-and-geographic-distribution-general-population?close=true)[,](https://dtm.iom.int/reports/ukraine-%E2%80%94-internal-displacement-report-%E2%80%94-general-population-survey-round-11-25-november-5) 05 June 2023. [↑](#footnote-ref-4)
4. REACH, [Area-Based Assessment: Dnipropetrovska oblast](https://repository.impact-initiatives.org/document/reach/bec1713d/REACH_UKR_Report_ABA_Dnipropetrovska-obl_August-2022_ENG.pdf), August 2022. [↑](#footnote-ref-5)
5. REACH, [Area-Based Assessment: Lvivska oblast,](https://repository.impact-initiatives.org/document/reach/cc4cb80d/REACH_UKR_Report_ABA_Lvivska-obl_February-2023-2.pdf) February 2023. [↑](#footnote-ref-6)
6. REACH, [CCCM Durable Solutions Assessment – Terms of Reference](https://repository.impact-initiatives.org/document/reach/1bb1f79d/REACH_UKR_Terms-of-reference_ABA_Durable-Solutions_June-2023.pdf), April 2023. [↑](#footnote-ref-7)
7. A disability will be identified as defined by the [Washington Group definition](https://www.washingtongroup-disability.com/fileadmin/uploads/wg/Documents/Questions/Washington_Group_Questionnaire__1_-_WG_Short_Set_on_Functioning.pdf), which will encompass individuals with self-identified difficulties doing certain activities due to a health problem concerning vision, hearing, mobility, cognition, self-care, and communication. [↑](#footnote-ref-8)