|  |  |
| --- | --- |
| **Research Terms of Reference**  **Migration, Livelihoods, and Access to Basic Services Assessment in Adjumani city**  **UGA2401**  **Uganda** | |
| **January 2024**  **Version 1** | **C:\Users\Megan\AppData\Local\Microsoft\Windows\INetCache\Content.Word\REACH logo white (for a coloured background).jpg** |

# Executive Summary

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Country of intervention** | Uganda | | | | | | | |
| **Type of Emergency** | □ | Natural disaster | **X** | Conflict | | | □ | Other (specify) | |
| **Type of Crisis** | □ | Sudden onset | □ | Slow onset | | | **X** | Protracted | |
| **Mandating Body/ Agency** | European Civil Protection and Humanitarian Aid Operations (ECHO) | | | | | | | |
| **IMPACT Project Code** | 25AZV 7E7 | | | | | | | |
| **Overall Research Timeframe** | 2/1/2024 to 30/5/2024 | | | | | | | |
| **Research Timeframe** | 1. Pilot/ training: 5/2/2024 | | | | 6. Outputs sent for validation: 15/4/2024 | | | |
| 2. Start collecting data: 19/02/2024 | | | | 7. Outputs published: 16/05/2024 | | | |
| 3. Data collected: 23/03/2024 | | | | 8. Final presentation: 16/05/2024 | | | |
| 4. Data analysed: 25/03/2024 | | | |  | | | |
| 5. Data sent for validation: 29/03/2024 | | | |
| **Number of assessments** | **X** | Single assessment (one cycle) | | | | | | |
| □ | Multi-assessment (more than one cycle) | | | | | | |
| **Humanitarian milestones** | **Milestone** | | | | **Deadline (can be tentative)** | | | |
| **X** | Donor plan/strategy: ECHO will  use the findings to inform their settlement-urban migration and durable solutions strategy and programming | | | 30/05/2024 | | | |
| □ | Inter-cluster plan/strategy | | | \_ \_/\_ \_/\_ \_ \_ \_ | | | |
| □ | Cluster plan/strategy | | | \_ \_/\_ \_/\_ \_ \_ \_ | | | |
| □ | NGO platform plan/strategy | | | \_ \_/\_ \_/\_ \_ \_ \_ | | | |
| **X** | Wider refugee response: Actors working with refugees including the local authorities will use these findings to inform their strategies and plans | | | \_ \_/\_ \_/\_ \_ \_ \_ | | | |
| **Audience Type & Dissemination** | **Audience type** | | | | **Dissemination** | | | |
| **X** Strategic  **X** Programmatic  □ Operational  □ [Other, Specify] | | | | **X** General Product Mailing (using the IMPACT Uganda mailing list)  □ Cluster Mailing (Education, Shelter, and WASH) and presentation of findings at the next cluster meeting  **X** Presentation of findings  **X** Website Dissemination (Relief Web & REACH Resource Centre)  □ [Other, Specify] | | | |
| **Stakeholder mapping** Has a detailed stakeholder mapping been conducted during research design to identify all actors that could **contribute** to and **benefit** **from** the research? | **X** | Yes | | | □ | No | | |
| **General Objective** | To provide a deeper understanding of settlement-urban and cross-border migratory patterns, durable solutions, refugee livelihoods, and pressures on and barriers to access to basic services in Adjumani City to inform the local authorities and humanitarian and development actors engaged in the refugee response in the city. | | | | | | | |
| **Specific Objective(s)** | 1. **Migration Patterns:**  * Understand the migration patterns, intentions, and factors influencing refugees' decision to relocate to Adjumani.  1. **Access to Basic Services:**  * Identify potential barriers to access basic services for refugees in Adjumani city * Understand the pressure on basic services (Health, Education, WASH, Protection) in Adjumani city by the influx of refugee populations.  1. **Livelihoods:**  * Understand the types of livelihood opportunities available in Adjumani city and how they influence migration and settlement decisions. Additionally, investigate the potential challenges faced by refugees in regard to livelihood opportunities within Adjumani city.  1. **Durable Solutions:**  * Understand the potential for durable solutions with a primary focus on integration, exploring the challenges and opportunities for refugees to become integrated residents of Adjumani city. | | | | | | | |
| **Research Questions** | 1. **Migration Patterns:**  * What are the primary push factors driving refugees to migrate to Adjumani city from settlements, country of origin, and other locations within Uganda? * What are the pull factors that attract refugee households to settle in Adjumani city? * What are the future movement plans of refugees settled in Adjumani city in the next 6 months?  1. **Access to Basic Services:**  * How has the influx of refugees impacted the demand for and provision of basic services in Adjumani City? * What basic services (Health, Education, WASH, Protection) are currently available and accessible for refugees in Adjumani city? * What are the main challenges or barriers that refugee households face in accessing the basic services (Health, Education, WASH, and Protection) in Adjumani city? * What are the gaps faced by service providers in providing basic services to both the refugees and the host communities in Adjumani city  1. **Livelihoods:**  * What livelihood needs are priority to refugees in Adjumani city? * What kinds of livelihoods programming are currently being implemented across Adjumani city? * What are the predominant livelihood sources for households in Adjumani city? * What are the main challenges or barriers that refugee households face in accessing livelihood services in Adjumani city?  1. **Durable Solutions:**  * What are the factors that facilitate or hinder the integration of refugees into the social fabric of Adjumani City? * How do community attitudes influence the prospects of integration for refugees? | | | | | | | |
| **Geographic Coverage** | Adjumani City | | | | | | | |
| **Secondary data sources** | Secondary data will be used to triangulate data collected for the assessment and will be  used throughout the data collection period. For this assessment, Reports and other forms of documentation published by implementing organizations will be used;   1. Sources that inform on the contextual background of Adjumani   UNHCR [Uganda - Refugee Statistics July 2022 - Adjumani](https://reliefweb.int/report/uganda/uganda-refugee-statistics-july-2022-adjumani)   1. Sources that inform the research design and triangulation   REACH, NRC [Owned spaces and Shared spaces: Refugee Access to lilihoods and Housing, Land, and Property in Uganda](https://www.nrc.no/globalassets/pdf/reports/owned-spaces-and-shared-places/owned-spaces-and-shared-places---refugee-access-to-livelihoods-and-housing-land-and-property-in-uganda-september-2019.pdf), September 2019  REACH, UNHCR, and WFP, [Vulnerability and Essential Needs Assessment - Final report, October 2020](https://data.unhcr.org/en/documents/details/82924)  REACH, [Movement and livelihood intentions of urban refugees in Uganda-general trends and Gulu ase-study-july-2023](https://reliefweb.int/report/uganda/movement-and-livelihood-intentions-urban-refugees-uganda-general-trends-gulu-case-study-july-2023)  UBOS, [National Service Delivery Survey (NSDS) Report](https://www.ubos.org/wp-content/uploads/publications/12_2022NSDS_2021_Final_Report_2022.pdf), December 2022  VNG, [Self-Settled Refugees and the Impact on Service Delivery in Koboko Municipal Council](https://www.vng-international.nl/wp-content/uploads/2018/12/FINAL-Nexus-brochure_small.pdf), 2018  [NRC, A Critical Turning Point: The Path to Durable Solutions for Refugees in Uganda | NRC](https://www.nrc.no/resources/reports/a-critical-turning-point-the-path-to-durable-solutions-for-refugees-in-uganda/#:~:text=Report-,A%20Critical%20Turning%20Point%3A%20The%20Path%20to,Solutions%20for%20Refugees%20in%20Uganda&text=Uganda%20is%20at%20an%20important,reach%20the%20limits%20of%20sustainability). Nov 2023   1. Sources that inform on the situation of urban refugees in Uganda.   Academic Journals, [Protracted refugees Understanding the challenges of refugees in protracted refugee situations in Uganda](https://academicjournals.org/journal/JASD/article-full-text-pdf/622F49868518), March 2022  MPI, [Migration and Displacement in Secondary Cities: Insights from Côte d’Ivoire and Uganda](https://reliefweb.int/report/cote-divoire/migration-and-displacement-secondary-cities-insights-cote-divoire-and-uganda#:~:text=The%20report%2C%20Migration%20and%20Displacement,Displacement%20to%20support%20the%20development), November 2023  IRRI, [Uganda South Sudanese Refugees Adjumani District, Uganda; Telling a new story](https://reliefweb.int/report/uganda/south-sudanese-refugees-adjumani-district-uganda-telling-new-story), July 2015 | | | | | | | |
| **Population(s)** | □ | IDPs in camp | | | □ | IDPs in informal sites | | |
| Select all that apply | □ | IDPs in host communities | | | □ | IDPs [Other, Specify] | | |
|  | □ | Refugees in settlements | | | □ | Refugees in informal sites | | |
|  | X | Refugees in Adjumani city | | | □ | Refugees [Other, Specify] | | |
|  | X | Host communities | | | □ |  | | |
| **Stratification**  Select type(s) and enter the number of strata | X | Geographical #: 1  Population size per strata is known? X Yes □ No | X | Group #: 2  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**  Select sampling and data collection method and specify target # interviews | □ Purposive  □ Probability / Simple random  X Probability / Stratified simple random  □ Probability / Cluster sampling  □ Probability / Stratified cluster sampling  □ [Other, Specify] | | | | □ Key informant interview (Target #):\_ \_ \_ \_ \_  □ Group discussion (Target #):\_ \_ \_ \_ \_  X Household interview 426  □ Individual interview (Target #):\_ \_ \_ \_ \_  □ Direct observations (Target #):\_ \_ \_ \_ \_  □ [Other, Specify] (Target #):\_ \_ \_ \_ \_ | | | |
| **Semi-structured data collection tool (s) # 1**  Select sampling and data collection method and specify target # interviews | X Purposive  □ Snowballing  □ [Other, Specify] | | | | X Key informant interview : 16  □ Individual interview (Target #):\_ \_ \_ \_ \_  □ Focus group discussion (Target #):\_ \_ \_ \_ \_  □ [Other, Specify] (Target #):\_ \_ \_ \_ \_ | | | |
| **Target level of precision if probability sampling** | 95% % level of confidence | | | | 7 % margin of error  10% buffer | | | |
| **Disaggregation by gender and age**  Are you planning to conduct a sex/age disaggregated analysis? | Gender | | | | Age | | | |
| **□** | Yes | | | □ | Yes | | |
| X | No | | | X | No | | |
| **Data management platform(s)** | X | IMPACT | | | □ | UNHCR | | |
|  | □ | [Other, Specify] | | | | | | |
| **Expected ouput type(s)** | X | Situation overview #: \_1 \_ | **□** | Report #: \_\_ | | | □ | Profile #: \_ \_ |
| □ | Presentation (Preliminary findings) #: | **X** | Presentation (Final) #: 1 | | | □ | Factsheet #: |
| □ | Interactive dashboard #:\_ | □ | Webmap #: \_ \_ | | | □ | Map #: \_ \_ |
|  | □ | [Other, Specify] #: \_ \_ | | | | | | |
| **Access** | X | Public (available on REACH resource center and other humanitarian platforms) | | | | | | |
| □ | Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms) | | | | | | |
| **Visibility** Specify which **logos** should be on outputs | **REACH** | | | | | | | |
| **Donor:** ECHO | | | | | | | |
| **Coordination Framework:** [NA] | | | | | | | |
| **Partners:** [NA] | | | | | | | |

# Rationale

* 1. Background

Uganda is currently home to nearly 1.6 million refugees from neighbouring countries, ranking it as the fourth-largest host of refugees globally.[[1]](#footnote-2) The majority of these refugees, approximately 91%, reside in settlements located in the South-West and West Nile regions.[[2]](#footnote-3) Uganda's refugee response, guided by the Refugee Act (2006) and Refugee Regulations (2010), is widely recognized as one of the most progressive globally. Refugees are provided with freedom of movement and allocated land in designated areas for shelter and agricultural use by the government. These designated areas are composed of settlements, home to about 95 percent of refugees.[[3]](#footnote-4) This approach aims to empower refugees economically by promoting self-reliance while providing services comparable to those enjoyed by nationals.

However, this policy, emphasizing freedom of movement, primarily caters to refugees in designated settlements. Refugees outside these settlements, unaccounted for by the Office of the Prime Minister (OPM), are excluded from official public or humanitarian support.[[4]](#footnote-5) While authorities in Adjumani city generally welcome refugee populations seeking basic services and livelihoods, the added demand is known to cause pressures on service provision. Opportunities for livelihoods in these areas may not align with the competencies of refugees, and vice versa.[[5]](#footnote-6) In addition, the large and growing refugee population presents a significant burden on host communities that require support in the face of their own economic, environmental, and developmental challenges.[[6]](#footnote-7) Despite Uganda's hospitable approach, Adjumani city (and all other secondary, non-hosting cities) lacks structural government funding to address these challenges, hindering integration as a sustainable durable solution.[[7]](#footnote-8)

Adjumani District is bordered by Moyo District to the north, South Sudan to the northeast, Amuru District to the east and south, Arua District to the southwest, and Yumbe District to the northwest.[[8]](#footnote-9) Adjacent to settlements near Adjumani, Adjumani city hosts an undefined population of refugees. Building on valuable insights from U-Learn/IMPACT's Sustainable Livelihoods Assessment (2023) and the Movement and Livelihood Intentions of Urban Refugees in Uganda (2023), with a focus on Gulu, REACH proposes an assessment consolidating aspects of these previous studies in Adjumani city.[[9]](#footnote-10) [[10]](#footnote-11) In light of the increasing influx of refugees into Adjumani, there is a pressing need to enhance the city's services to accommodate this growing population. This assessment aims to provide insights into the feasibility of Adjumani city as a secondary urban area, particularly in addressing the challenges posed by the unanticipated arrival of large numbers of refugees. By understanding the city's capacity and the demands placed on its services, we can better explore sustainable solutions to support both the existing population and incoming refugees. This assessment aims to deepen our understanding of settlement-urban and cross-border migratory patterns, durable solutions (primarily integration), livelihoods, and barriers to accessing basic services (Health, Education, WASH, Protection). The findings seek to inform stakeholders and local governance in Adjumani city and neighbouring settlements about the needs, priorities, and intentions of urban refugees, as well as the town's service provision capacities. Ultimately, the assessment contributes to the knowledge base necessary for evaluating the feasibility of Adjumani city as a secondary urban area within the broader context of facilitating durable solutions for refugees in protracted situations.

* 1. Intended impact

The anticipated impact of this assessment is to provide crucial insights that will inform relevant stakeholders and local government in Adjumani city, along with nearby settlements. Specifically, the findings will shed light on pressures on and access to basic services of urban refugees within Adjumani city, offering valuable insights into the town's overall dynamics and its service provision capacity. Consequently, the primary objective of this assessment is to contribute valuable information to the knowledge base essential for evaluating the potential viability of Adjumani city as a secondary urban area. This contribution is intended to be part of the broader discourse on facilitating durable solutions for refugees in prolonged situations within the nexus framework.

# Methodology

* 1. Methodology Overview

The planned research adopts a mixed methods approach designed to comprehensively investigate four distinct themes: 1) Migration Patterns; 2) Access to Basic Services; 3) Livelihoods; and 4) Durable Solutions with an emphasis on integration. To ensure a comprehensive understanding, the four themes will be explored through a combination of 426 household surveys and key informant interviews with service providers (Education, Health, livelihoods, WASH), humanitarian organizations, local government officers, and community opinion leaders. Quantitative data from household surveys will capture migration dynamics, service access challenges, and livelihood strategies, while qualitative insights from key informant interviews will provide depth and context. This methodological choice aims to triangulate and complement the overall research findings, allowing for a nuanced and holistic perspective.

**Key definitions relevant to the research**

* Refugee: “Refugees are people who have fled their countries to escape conflict, violence, or persecution and have sought safety in another country.[[11]](#footnote-12)
* Settlement: In the Ugandan context, settlements are areas assigned for refugee settlement by the Government of Uganda. The settlements are managed by the Office of the Prime Minister (OPM) with the support of UNHCR.
* Refugee-hosting districts: Refugee-hosting districts are districts (Administrative level 2) in Uganda that contain at least one refugee settlement.
* Host community: The host community refers to Ugandan people who reside in refugee-hosting districts. For this assessment, the definition will be extended to include Ugandans who live in Adjumani city where a large proportion of refugees have settled.
* Host community around the settlements: For this assessment, not all host communities in the refugee-hosting districts will be covered. Instead, data collection will focus on the host communities that reside in sub-counties that border or overlap with the targeted refugee settlements.
* Secondary cities: Secondary cities are geographically defined urban jurisdictions or centres performing vital governance, logistical, and production functions at a subnational or sub-metropolitan region level within a system of cities in a country. Uganda’s secondary cities are referred to as municipalities within the current government administrative structure.[[12]](#footnote-13)
  1. Population of interest

The assessment will be conducted in the Adjumani district and the population of interest, in terms of the groups that the assessment is interested in, includes:

* Refugees in Adjumani city: 210 urban refugees will be interviewed.
* Host communities in Adjumani city: 216 host community members in Adjumani city will be interviewed.
  1. Secondary data review

1. Sources that inform the research question one: Migration Patterns:

* REACH, [Movement and Livelihood Intentions of Urban Refugees in Uganda (2023)](https://reliefweb.int/report/uganda/movement-and-livelihood-intentions-urban-refugees-uganda-general-trends-gulu-case-study-july-2023?gad_source=1&gclid=Cj0KCQiA2eKtBhDcARIsAEGTG42cPbfo5mYO2fm32P0SbveNyjBLYYUWIgCrA650CcwNFOgSb1pG9G8aAiOOEALw_wcB)
* Academic, journals, [Protracted refugees Understanding the challenges of refugees in protracted refugee situations in Uganda, March 2022](https://academicjournals.org/journal/JASD/article-full-text-pdf/622F49868518)
* MPI, [Migration and Displacement in Secondary Cities: Insights from Côte d’Ivoire and Uganda, November 2023](https://www.migrationpolicy.org/research/migration-secondary-cities)
* IRRI, [South Sudanese refugees in Adjumani District, Uganda: Telling a new story?](https://reliefweb.int/report/uganda/south-sudanese-refugees-adjumani-district-uganda-telling-new-story?gad_source=1&gclid=Cj0KCQiA2eKtBhDcARIsAEGTG439VIyp_Q6xmbMd64Lssdr7NXk8nd6glU5Ov9s2r9cMGzRop30THC0aAkm7EALw_wcB), July 2015

1. Sources that inform the research question two: Access to Basic Services:

* IMPACT, WFP, and UNHCR, [Vulnerability and Essential Needs Assessment, Volume One, October 2020](https://reliefweb.int/report/uganda/uganda-vulnerability-and-essential-needs-assessment-volume-one-october-2020?gad_source=1&gclid=Cj0KCQiA2eKtBhDcARIsAEGTG41OhfyyFP8VWMGsMiN7VZ2eJQGjM6cyAFSoD6yfOVZn7TmZVjZHHS4aAsMvEALw_wcB),
* UBOS, [National Service Delivery Survey (NSDS) Report Final Report 2022.pdf](https://www.ubos.org/wp-content/uploads/publications/12_2022NSDS_2021_Final_Report_2022.pdf) ,
* Twaweza East Africa, [Uwezo Learning Assessment in Refugee Contexts in Uganda, March 2018](https://uwezouganda.org/wp-content/uploads/2023/07/Uwezo-Refugee-Report2017.pdf)
* Science Direct, [Effects of including refugees in local government schools on pupils’ learning achievement: Evidence from West Nile, Uganda - ScienceDirect](https://www.sciencedirect.com/science/article/pii/S0738059321001966), April 2022

1. Sources that inform the research question three: Livelihoods:

* REACH, NRC, [Owned-spaces-and-shared-places-refugee-access-livelihoods-and-housing-land-and, September 2019](https://www.nrc.no/globalassets/pdf/reports/owned-spaces-and-shared-places/owned-spaces-and-shared-places---refugee-access-to-livelihoods-and-housing-land-and-property-in-uganda-september-2019.pdf)
* REACH, [Movement and Livelihood Intentions of Urban Refugees in Uganda (2023)](https://reliefweb.int/report/uganda/movement-and-livelihood-intentions-urban-refugees-uganda-general-trends-gulu-case-study-july-2023?gad_source=1&gclid=Cj0KCQiA2eKtBhDcARIsAEGTG42cPbfo5mYO2fm32P0SbveNyjBLYYUWIgCrA650CcwNFOgSb1pG9G8aAiOOEALw_wcB)
* UNHCR, [Jobs and livelihoods integrated response plan for refugees and host communities in Uganda,](https://reliefweb.int/report/uganda/jobs-and-livelihoods-integrated-response-plan-refugees-and-host-communities-uganda#:~:text=The%20Jobs%20and%20Livelihoods%20Integrated,a%20sustainable%20manner%20in%20local)” April 2021.
* WVI, [Navigating the Nexus: A brighter future for refugee and host community children in West Nile, Uganda](https://www.wvi.org/sites/default/files/2020-08/Case%20study%20West%20Nile%20Uganda%20v9.pdf),” July 2020.

1. Sources that inform the research question four: Durable Solutions:
   * VNG, International, [Self-Settled Refugees and the Impact on Service Delivery in Koboko Municipal Council](https://www.vng-international.nl/wp-content/uploads/2018/12/FINAL-Nexus-brochure_small.pdf), 1018
   * UNHCR, [The Comprehensive Refugee Response Framework (CRRF): Progress in Uganda](https://odi.org/en/publications/the-comprehensive-refugee-response-framework-progress-in-four-east-african-countries/),” September 2019
   1. Primary Data Collection

To ensure a comprehensive understanding of the research objectives, the investigation across the four thematic areas will employ a dual methodology, incorporating household surveys administered to both refugees and the host community. Additionally, key informant interviews will gather information from basic service providers, government officials in the Adjumani district, INGOs/NGOs, community opinion leaders operating in Adjumani, as well as refugee and host community associations. This strategic choice aims to triangulate and complement overall research findings, fostering a nuanced and holistic perspective.

**Method-Quantitative:**

**Household survey:**

Quantitative data will be systematically collected in 3 divisions including Cesia, Central ward and Biyaya division through household surveys using a structured questionnaire administered to urban refugees and host communities, providing a detailed exploration of settlement-urban and cross-border migratory patterns. This will include an examination of intentions, push factors, and pull factors. Furthermore, the household survey will facilitate a comprehensive evaluation of challenges and barriers faced by the population in accessing basic services such as Health, Education, WASH, and Protection, while also gathering insights into the livelihood strategies employed by the population. Complementing these survey findings, data for Durable Solutions will be collected through the same household survey, specifically exploring aspirations and preferences regarding durable solutions, with a primary emphasis on integration. A total of 426 surveys will be collected face-to-face based on a 95% confidence level, a 7% margin of error with a 10% buffer. Data collection will be done by IMPACT-hired enumerators in the field using the IMPACT enumerator database. Before the data collection process begins, the trained field officers will conduct training sessions for the enumerators to replicate the training they received.. The data collection will be done using Kobo, and the enumerators will be provided with phones and tablets for data collection.

**Sampling:**

**Household survey:**

For household surveys, a stratified simple random sampling method will be employed to collect data from 216 host households and 210 refugee households. These sampling targets are set with a 95% confidence level, a 7% margin of error, and a 10% buffer, to ensure the representativeness of refugee populations and host communities living in areas with identified refugee populations, at city-level. The selection of households will involve the random allocation of geographic points using GIS by the GIS Officer. In cases where locating refugees poses challenges, we will utilize snowball sampling to address these. Within each household, if multiple adults are present, another person will be selected who is able to speak on behalf of the whole household.

The selection of villages was based on the findings of the scoping exercise, which identified specific villages within the three divisions of Adjumani city with concentrated refugee populations. To ensure uniformity, we sampled host communities from the same villages. The required number of surveys per stratum at city-level was determined based on the aggregate populations of host and refugees within the pre-identified villages.

.

**Calculation of Sample Size:**

**Selection of Relevant Sub-counties and Divisions in Adjumani City:**

* Host Community in Adjumani City: Sampling will occur in selected villages in the 3 main divisions within Adjumani city, including Cesia division, Central ward division, and Biyaya division, as indicated in the table below.
* Refugees in Adjumani City: Sampling will occur in the selected villages where the refugees are mostly concentrated within the 3 divisions in Adjumani city.

Final population sample for Refugee and host households

|  |  |  |  |
| --- | --- | --- | --- |
| **Division** | **Village** | **Sample for refugees** | **Sample for Host** |
| **Cesia** | Lajopi genery | 4 | 18 |
| Lajopi Cesia | 4 | 13 |
| Patua | 5 | 6 |
| Paridi | 14 | 16 |
| Mochope | 15 | 8 |
| Pakondo | 6 | 8 |
| **Central** | Central II | 6 | 25 |
| Molupkoda | 19 | 16 |
| Mgbere | 24 | 15 |
| Central I | 4 | 3 |
| **Biyaya** | Biyaya | 45 | 28 |
| Minia | 20 | 9 |
| Minia west | 5 | 4 |
| Pavuruga | 3 | 7 |
| Odrueyi | 20 | 15 |
| Abirichaku | 10 | 11 |
| Karoko | 5 | 14 |
| **Total** |  | 210 | 216 |

**Tools:**

**Household survey:**

Quantitative data collection will be conducted using Kobo. A structured tool will be designed in Excel, and uploaded to Kobo. Several reviews will be conducted; firstly, by REACH field officers who have extensive experience with conducting surveys for REACH to obtain their views and feedback in terms of context, phrasing, and response options. The tool will also be reviewed by the Senior Assessment Officer, Research Manager, and the research department in HQ for their input as well. Enumerators will be trained by the field officers before data collection for two days to equip them with the information regarding the assessment background as well as the questionnaire content.

**Method- Qualitative**

**Key informant interviews:**

Qualitative insights will be obtained through key informant interviews, drawing perspectives from various sources. Government officials in the Adjumani district, basic service providers, community opinion leaders, INGOs/NGOs operating in Adjumani, refugee associations, and host community associations will contribute valuable context and depth to the understanding of the research themes. In the domain of Migration Patterns, key informants will provide nuanced insights into the dynamics shaping settlement-urban and cross-border migratory patterns, including intentions, push factors, and pull factors. Regarding Access to Basic Services, the qualitative perspectives obtained from key informants will illuminate contextual factors influencing service access challenges and barriers in areas such as Health, Education, WASH, and Protection. The Livelihoods thematic area will benefit from qualitative data that complement the survey findings, providing a deeper understanding of the economic landscape and livelihood challenges. For Durable Solutions, key informant interviews will seek nuanced perspectives on integration and potential barriers, enriching the qualitative dimension of this thematic area. The qualitative data gathered through these interviews will offer a comprehensive and contextualized view, enhancing the overall understanding of the research objectives.

**Sampling:**

**Key informant interviews:**

The sampling approach for the qualitative aspect, involving key informants well-versed in Migration, Livelihoods, and Access to Basic Services in Adjumani City, will be purposive. Key informants will be selected based on their expertise and knowledge in the specified areas, leveraging existing networks and information obtained during the scoping exercise. This exercise will identify individuals available for interviews, particularly those affiliated with local government, and community structures.

|  |  |
| --- | --- |
| **Type of KI** | **Sample** |
| District level | 6 |
| Town council | 4 |
| Community level | 4 |
| OPM | 2 |
| Total | 16 |

**Tool:**

**Key Informant interviews:**

A semi-structured key informant guide will be developed for this assessment. Informed consent will be gathered before interviews from the key informants to allow the team to use their data for transcription purposes and anonymously quote them verbatim in the report. All interviews will be recorded after consent is given by the key informant. Recordings will be used by staff to transcribe the data immediately after the data collection takes place. The recordings will be stored offline, for the duration they will be saved and deleted after transcription is finalized. Transcriptions will be done in English, typed, and stored on a central server (Teams SharePoint). Data saturation grids will be used throughout data collection to track the progress and saturation of incoming KIIs.

* 1. Data Processing & Analysis

During the data collection phase, thorough attention will be given to data quality. This will be done using a tracker and a cleaning log which will be produced by the assessment officer and shared with the field teams every morning. From day one of the data collection, data submitted will be closely monitored to check the number of surveys collected by the enumerator, time lapses per survey, logical errors, and inconsistencies, and performance against set targets. The data cleaning process will adhere to IMPACT’s Data Cleaning Minimum Standards Checklist and will be analysed according to IMPACT’s Minimum Standards Checklist for Quantitative Data Analysis Validation (Probability Samples).[[13]](#footnote-14),[[14]](#footnote-15) The scripts utilized for quantitative data collection will be repurposed post-data collection to conduct the cleaning process. This cleaning process will concentrate on rectifying logical errors as needed, removing surveys that are excessively brief or submitted by enumerators whose reliability is in question, and addressing 'other' responses within the survey. The cleaning log will meticulously record any necessary modifications, serving as a guide to update the raw data and generate the cleaned dataset. Furthermore, the quantitative data analysis will be executed using R, aligning with the analysis and indexing strategy elucidated in the methodology section.

Qualitative transcripts will be promptly transmitted to the Assessment Officer (AO) during the ongoing data collection process. The qualitative data collection process will adhere to REACH’s procedure of management of personally identifiable information by ensuring that the collection of personally identifiable information is minimized and where necessary, deleted timely. Analysis of key informant data will be conducted using MAXQDA, with transcripts uploaded into the software and coded based on recurring themes. The resulting coding system will be exported as a data saturation grid, outlining key themes, areas of consensus, and points of disagreement. A Data Saturation Analysis Grid (DSAG) will be formulated and utilized to provide context and address the more subjective aspects of the research. The entire process will adhere to the IMPACT Minimum Standards Checklist for Semi-Structured (Qualitative) Data Processing and Analysis as well as the REACH’s Management of Personally Identifiable Information SOP[[15]](#footnote-16). In addition, all cleaning and analysis will be reviewed by the IMPACT research design and data unit (RDD) unit.

* 1. Limitations:
* Certain questions within the questionnaire may address topics of protection, social cohesion issues, and tensions, with potential sensitivity resulting in biased answers or respondents not wanting to respond to the questions. Enumerators, however, will be instructed to be mindful to not prompt when a lack of willingness to engage on the subject is displayed.
* Accessing refugee households in Adjumani may be a challenge because there could be few, and/or spread around the city. This will be mitigated by the geographical indications of refugee population concentrations used in our sampling, and also by working with community leaders to help find refugee households within the city if absolutely necessary.

# Key ethical considerations and related risks

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

|  |  |  |
| --- | --- | --- |
| **The proposed research design…** | **Yes/ No** | **Details of no (including mitigation)** |
| … Has been coordinated with relevant stakeholders to **avoid unnecessary duplication** of data collection efforts? | Yes |  |
| … **Respect respondents, their rights, and dignity** (specifically by: seeking informed consent, designing the length of survey/ discussion while being considerate of participants’ time, and 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 that may be stressful and/ or re-traumatising** for research participants (both respondents and data collectors)? | No. | Protection and Social cohesion issues will be part of the theme to be addressed. Enumerators will be trained on anonymity issues. They will trained to emphasise that, all responses will be anonymised and that the respondent has a right to withdraw from the question or interview if they so wish. |
| … 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 | There is no data collection with specific vulnerable groups foreseen, barring the consideration that the households targeted for sampling are refugee households. Enumerators will be trained on how to approach and deal with specific sensitivities in relation to specific groups like persons with disabilities. |
| … Follows IMPACT SOPs for management of **personally identifiable information**? | Yes |  |

# Roles and responsibilities

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Task Description** | **Responsible** | **Accountable** | **Consulted** | **Informed** |
| Research design | Assessment Officer | Assessment Officer/Senior Assessment Officer | Research Manager/ Field staff/ HQ Research Design and Data Unit (RDDU)/GIS Officer | Research Manager  Country Coordinator  ECHO |
| Supervising data collection | Assessment Officer/GIS Officer/Data Officer/Field Manager | Assessment Officer/Senior Assessment Officer | RDDU | Research Manager  Country Coordinator  ECHO |
| Data processing (checking, cleaning) | Assessment Officer/GIS Officer/Data Officer/Field Staff  Field manager | Assessment Officer/Senior Assessment Officer | RDDU/Research Manager | Research Manager  Country Coordinator  ECHO |
| Data analysis | Assessment Officer/GIS Officer/Data Officer | Assessment Officer/Senior Assessment Officer | RDDU/Research Manager | Research Manager  Country Coordinator  ECHO |
| Output production | Assessment Officer | Assessment Officer/Senior Assessment Officer | HQ Reporting Unit/ Research Manager | Research Manager  Country Coordinator  ECHO |
| Dissemination | Assessment Officer | Assessment Officer/Senior Assessment Officer | HQ Research Department/Research Manager/  HQ Communication department | Research Manager  Country Coordinator  ECHO |
| Monitoring & Evaluation | Assessment Officer | Assessment Officer/Senior Assessment Officer | HQ Research Department/ Research Manager | Research Manager  Country Coordinator  ECHO |
| Lessons learned | Assessment Officer/GIS Officer/Data Officer/Field Manager/Field Staff | Assessment Officer/Senior Assessment Officer | HQ Research Department/ Research Manager | Research Manager  Country Coordinator  ECHO |

**Responsible:** the person(s) who executes the task

**Accountable:** the person who validates the completion of the task and is accountable for 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

# Data Analysis Plan

The data analysis plan can be found [here](https://repository.impact-initiatives.org/document/repository/2865c46d/REACH_UGA2401_ECHO_DAP_2024_Validated.xlsx)

# Monitoring & Evaluation Plan

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **IMPACT Objective** | **External M&E Indicator** | **Internal M&E Indicator** | **Focal point** | **Tool** | **Will the indicator be tracked?** |
| **Humanitarian stakeholders are accessing IMPACT products** | Number of humanitarian organizations accessing IMPACT services/products  Number of individuals accessing IMPACT services/products | # of downloads of x product from Resource Center | Country request to HQ | User\_log | X Yes |
| # of downloads of x product from Relief Web | Country request to HQ | X Yes |
| # of downloads of x product from Country level platforms | Country team | □ Yes |
| # of page clicks on x product from REACH Global newsletter | Country request to HQ | □ Yes |
| # of page clicks on x product from the country newsletter, Sendinblue, bit.ly | Country team | X Yes |
| # of visits to x webmap/x dashboard | Country request to HQ | □ Yes |
| **IMPACT activities contribute to better program implementation and coordination of the humanitarian response** | Number of humanitarian organizations utilizing IMPACT services/products | # references in HPC documents (HNO, SRP, Flash appeals, Cluster/sector strategies) | Country team | Reference\_log | TBD |
| # references in single agency documents | TBD |
| **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 | Country team | Usage\_Feedback and Usage\_Survey template | Informal tracking will be conducted through feedback channels from agencies, stakeholders, donor(s), and working groups. This tracking initiative will be implemented after the dissemination of outputs and presentations, allowing for a dynamic assessment of the impact and reception of the information shared. |
| 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 in presentations, etc.) | # of organizations providing resources (i.e.staff, vehicles, meeting space, budget, etc.) for activity implementation | Country team | Engagement\_log | □ Yes |
| # of organizations/clusters inputting in research design and joint analysis | X Yes |
| # of organizations/clusters attending briefings on findings; | X Yes |

1. UNHCR, [Uganda Comprehensive Refugee Response Portal,](https://data.unhcr.org/en/country/uga)  December 2023 [↑](#footnote-ref-2)
2. IMPACT, WFP, and UNHCR, “[Vulnerability and Essential Needs Assessment: Volume One](https://reliefweb.int/sites/reliefweb.int/files/resources/REACH_UGA_VENA-Report_Oct2020.pdf),” October 2020. [↑](#footnote-ref-3)
3. International Labour Organization,  [A baseline study on the right to work and a right at work for refugees](https://reliefweb.int/report/uganda/review-national-policy-legislative-and-regulatory-frameworks-and-practice-uganda-baseline-study-right-work-and-rights-work-refugees) , April 2023 [↑](#footnote-ref-4)
4. VNG International, [Self-Settled Refugees and the Impact on Service Delivery in Koboko Municipal Council](https://www.vng-international.nl/wp-content/uploads/2018/12/FINAL-Nexus-brochure_small.pdf)  , 2018 [↑](#footnote-ref-5)
5. VNG International, [Self-Settled Refugees and the Impact on Service Delivery in Koboko Municipal Council](https://www.vng-international.nl/wp-content/uploads/2018/12/FINAL-Nexus-brochure_small.pdf) , 2018 [↑](#footnote-ref-6)
6. International Labour Organization, [A baseline study on the right to work and a right at work for refugees ,](https://reliefweb.int/report/uganda/review-national-policy-legislative-and-regulatory-frameworks-and-practice-uganda-baseline-study-right-work-and-rights-work-refugees) April 2023 [↑](#footnote-ref-7)
7. Forced Migration Review, [Local integration as a durable solution](https://academic.oup.com/rsq/article/41/2/238/6564683) , January 2023 [↑](#footnote-ref-8)
8. Adjumani District, [Overview of Adjumani District](https://en.wikipedia.org/wiki/Adjumani_District#:~:text=Longitude%3A31.7820).-,Overview,as%20the%20modern%20Moyo%20District)., 2019 [↑](#footnote-ref-9)
9. REACH, [Sustainable Livelihoods Assessment (2023)](https://ulearn-uganda.org/category/publications/self-reliance/sustainable-livelihoods/) [↑](#footnote-ref-10)
10. REACH, [Movement and Livelihood Intentions of Urban Refugees in Uganda (2023)](https://reliefweb.int/report/uganda/movement-and-livelihood-intentions-urban-refugees-uganda-general-trends-gulu-case-study-july-2023?gad_source=1&gclid=Cj0KCQiA2eKtBhDcARIsAEGTG42cPbfo5mYO2fm32P0SbveNyjBLYYUWIgCrA650CcwNFOgSb1pG9G8aAiOOEALw_wcB) , July 2023 [↑](#footnote-ref-11)
11. UNHCR, [Who we protect](https://www.unhcr.org/what-we-do#:~:text=UNHCR%20works%20to%20protect%20refugees,education%2C%20work%20and%20health%20care). [↑](#footnote-ref-12)
12. Future cities Africa, [Secondary cities -Uganda](https://www.arup.com/-/media/arup/files/publications/f/future-cities-africa--uganda.pdf) [↑](#footnote-ref-13)
13. IMPACT’s Minimum Standards Checklist for Quantitative Data Analysis Validation (Probability Samples) [↑](#footnote-ref-14)
14. [Data Cleaning Guidelines for Structured Data](file:///C:\Users\Lenovo\Dropbox\PC\Desktop\ECHO-%20Adjumani%20project%20documents\VALIDATED%20DOCS\Data%20Cleaning%20Guidelines%20for%20Structured%20Data) [↑](#footnote-ref-15)
15. [SOP\_data\_protection\_PII1.pdf (reachresourcecentre.info)](https://www.reachresourcecentre.info/wp-content/uploads/2020/03/SOP_data_protection_PII1.pdf) [↑](#footnote-ref-16)