Research Terms of Reference
Socioeconomic Assessment of Micro, Small and Medium Enterprises
UKR1908
Ukraine

9/11/23

REACH *Informing more effective humanitarian action*

1. 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	Global Affairs Canada (GAC) / ACTED					
IMPACT Project Code	64AMF					
Overall Research Timeframe	25/09/2023 to 04/03/2024					

Research Timeframe *Add planned deadlines (for first cycle if more than 1)*	1. Pilot/ training: 27/11/2023 (IDI) Pilot/ training: 8/01/2024 (KII)	6. Preliminary presentations: 26/01/2024 (IDI) Preliminary presentations: 22/02/2024 (KII)
	2. Start collect data:4/12/2023 (IDI) Start collect data: 15/01/2024 (KII)	7. Outputs sent for validation: 26/02/2024
	3. Data collected: 15/12/2023 (IDI) Data collected: 2/02/2024 (KII)	8. Outputs published: 4/03/2024
	4. Data analysed: 18/01/2024 (IDI) Data analysed: 15/02/2024 (KII)	
	5. Data sent for validation:19/01/2024 (IDI) Data sent for validation: 16/02/2024 (KII)	

Number of assessments	X	Single assessment (one cycle)	
	□	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**
	□	Donor plan/strategy	_ _/_ _/_ _ _ _
	□	Inter-cluster plan/strategy	_ _/_ _/_ _ _ _
	X	Cluster plan/strategy	01/03/2024
	X	NGO platform plan/strategy	26/02/2024
	□	Other (Specify):	_ _/_ _/_ _ _ _

Audience Type & Dissemination *Specify **who** will the assessment inform and **how** you will disseminate to inform the audience*	Audience type		Dissemination
	X Strategic		X General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors)
	X Programmatic		X Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting
	□ Operational		X Presentation of findings (e.g. at HCT meeting; Cluster meeting)
	□ [Other, Specify]		X Website Dissemination (Relief Web & REACH Resource Centre)
Detailed dissemination plan required	□	Yes	X No
Stakeholder mapping *Has a detailed stakeholder mapping been conducted during research design to identify all actors that could contribute to and/or benefit from the research?*	X	Yes	□ No
General Objective	To comprehensively assess the impacts of the war in Ukraine on the operational context, economic performance, and resilience of micro, small, and medium enterprises (MSMEs), while specifically examining the different experiences, challenges, and coping strategies of businesses owned by women versus by men. This assessment aims to provide a nuanced understanding of how gender dynamics intersect with the impacts of war on the business sector, ultimately informing targeted programmatic recommendations and possible development or expansion of support mechanisms to promote inclusive and sustainable economic recovery in Ukraine.		
Specific Objective(s)	- Assess economic opportunities and sectors in each of the target oblasts. - Identify vulnerabilities and barriers faced by women-led MSMEs that have emerged or been exacerbated as a result of the war. - Identify and examine currently available support and gaps in support to MSMEs, placing particular focus on support available to women owned businesses. - Identify and explore key sectors that have been impacted by the full-scale war and the types of sector specific support needed.		

Research Questions	1. **What are the main economic sectors and opportunities in each of the target areas?**
	    1.1. Which sectors of the economy are dominant in the region, and which were most affected by the war?
	    1.2. How has the war affected access of MSMEs in these oblasts needed goods, material inputs, and services, especially those led by women?
	2. **What specific challenges do MSMEs, particularly those led by women, face as a result of the war?**
	    2.1. In what ways did gender determine access to business opportunities prior to the full-scale invasion?		

2.2. What gender-specific difficulties and barriers do MSMEs, especially those led by women, face since the war started?

2.3. Have vulnerable populations' (in terms of age, residency status, minority status, disability status, etc.) amongst MSME owners faced particular challenges accessing business opportunities and services due to outbreak of the full-scale war?

3. **What types of support and coordination of activities are currently available to MSMEs led by women for recovery and development?**

3.1. What support (government/non-government) exists to help businesses led by women overcome challenges identified?

3.2. To what extent do entrepreneurs coordinate activities with one another and with relevant stakeholders to support business development in the region?

4. **Do gaps exist in currently available support, and, if so, what type of mechanisms would best respond to the unmet needs of female business owners?**

4.1. What coping mechanisms and resilience strategies have female business owners developed in response to the challenges posed by the war, especially to adapt to the gender-specific dynamics?

4.2. What kinds of emergency/long term interventions for women's entrepreneurship are needed in the target areas?

Geographic Coverage	Odeska, Mykolaivska, Vinnytska and Chernihivska
Secondary data sources	- REACH Ukraine data (2022-2023) - FAO (Dec 2022): Impact of the war on agriculture and rural livelihoods in Ukraine - FAO (Apr 2023): Impact of the war on Agricultural producers (up to 200 ha) - OCHA (Feb 2023): Ukraine Humanitarian Response Plan - IOM Area Baseline Assessments and Returns Reports - UNDP (Oct 2022): Rapid Assessment of the War's Impact on Micro, Small and Medium Enterprises in Ukraine - World Bank (Feb 2023): Rapid Damage and Needs Assessment - KIIS (Jun,2023) Study of initiatives in the field of post-war reconstruction - Ukrstat.gov.ua (Jan 2023) for the representation of operating enterprises by region with a distribution based on the manager's gender and economic sectors - Ukraine Investment & Trade Facilitation Center (July-September 2022) Ukrainian Female entrepreneur profile - Advanter Group (Jun 2023) Study of the business situation in Ukraine - Work.ua for vacancies and resumes in assessment areas

Population(s) *Select all that apply*	□	IDPs in camp	□	IDPs in informal sites
	□	IDPs in host communities	□	IDPs in collective sites
	□	Refugees in camp	□	Refugees in informal sites
	□	Refugees in host communities	□	Refugees [Other, Specify]
	□	Host communities	X	Representatives of micro, small and medium enterprises

Stratification *Select type(s) and enter number of strata*	X	Geographical #:4 oblasts Population size per strata is known?	□	Group #: _ _ _ Population size per strata is known?	□	*[Other Specify]* #: _ _

		X Yes □ No		□ Yes □ No		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 (s) # 1 *KIIs with MSMEs*	X Purposive		X Key informant interview: 580 Vinnytska: 143 Mykolaivska: 107 Odeska: 187 Chernihivvska: 143	
Semi-structured data collection tool (s) # 1 *In-depth interviews with BMO, CSOs, MSMEs led by women*	X Purposive		X In-depth key informant interview: 40	
Target level of precision if probability sampling	N/A		N/A	
Disaggregation by gender and age Are you planning to conduct sex/age disaggregated analysis?	Gender		Age	
	X Yes		□ Yes	
	□ No		X No	
Data management platform(s)	X	IMPACT	□	UNHCR
	□	[Other, Specify]		

Expected output type(s)	□	Situation overview #: _ _	□	Report #: _	□	Profile #: _ _
	X	Presentation (Preliminary findings):1	□	Presentation (Final) #: _ _	X	Factsheet: 4
	□	Interactive dashboard #:_	□	Webmap #: _ _	□	Map #: _ _
	X	Data files and analysis tables #: 4				

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: *GAC*
	Coordination Framework: *ACTED, GAC, REACH*
	Partners: *ACTED*

2. Rationale

2.1 Background

A rapid escalation of hostilities between the Russian Federation and Ukraine in February 2022 has had important consequences for Ukraine's economy and labour market. From February through March 2022, Russian Forces (RF) advanced into areas of Eastern, Southern and Northern Ukraine, causing damage and destruction to civilian infrastructure. From March into April 2022, RF advances were brought to a partial halt in the North, with RF being subsequently made to withdraw from Kyivska, Chernihivska and Sumska. More territory occupied by RF was liberated in Kharkivska and Mykolaivska in September and November 2022 respectively. Air attacks from missiles and unmanned aerial vehicles (UAVs) have been used by RF across the country since February 2022, resulting in the damage and destruction of social and economic infrastructure; namely, the national power grid, land transport routes, shipping ports, industrial enterprises, educational facilities, residential buildings, and other public and private property. The ongoing hostilities have a significant impact on the regions' economic capacity for recovery.

The loss of direct business assets is estimated at $11.4 billion[1]. In total, at least 426 large and medium-sized private enterprises, as well as state-owned enterprises, and tens of thousands of small private enterprises, have been damaged or destroyed since the start of the full-scale war. Enterprises could be divided into two groups. The first was those destroyed by accident or "along" with shelling of military units and settlements. The second was destroyed intentionally as part of targeted strategic missile strikes. In addition to transport and energy infrastructure facilities described in the relevant sections, these are primarily military and dual-use production facilities. Unlike the first group, which is concentrated in the frontline regions, the second group is evenly distributed throughout Ukraine. The total losses to enterprises' assets are estimated at $51.5 billion, the highest amount of the losses among all sectors, or almost 23% of the total amount of losses. Losses include the loss of income of destroyed or damaged businesses, as well as losses at the national level of certain sectors which operations have been significantly hampered[2].

In 2023, one in two new sole proprietorships in Ukraine is received by women. Since the beginning of the year, a total of 36,892 sole proprietorships have been registered – 51% of them were created by women. A third of new sole proprietorships registered by women are engaged in retail trade, almost twice as many as men in this category. In addition, 10,658 women entrepreneurs started their own business in the IT sector, the second largest number of registrations. However, this accounts for only 34% of the total number of sole proprietors in this category. In 2022, women overtook men in the provision of other individual services (85% of new businesses were started by women), in the production of clothing, education and HR (75%), social assistance (74%), and healthcare (72%), etc. However, the situation with women at the helm of companies is not so positive. The number of female directors of medium and large businesses is decreasing every year. In 2021, only 35% of businesses were headed by women. A year of full-scale invasion reduced their number to 29%. A total of 9,405 women-led companies were opened last year.[3]

Economic disruptions by assessment regions

Chernihivska oblast. Before the war in Chernihiv region, the sectors in which the most people were employed: agriculture, forestry and fishing (94,600), wholesale and retail trade (91,200) and industry (48,900). The leading industries of the region before the war were the production of food products, beverages and tobacco products, the supply of electricity and gas, the manufacture of wood products, paper production, mining, engineering and textile production. 1,277 different agricultural enterprises operated in the region forms of ownership and management. Financial problems, taxation problems, and difficult

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[1]   https://kse.ua/ua/about-the-school/news/zagalna-suma-pryamih-zbitkiv-zavdana-infrastrukturi-ukrayini-cherez-viynu-syagaye-151-2-mlrd-otsinka-stanom-na-1-veresnya-2023-roku/

[2] https://kse.ua/ua/russia-will-pay/

[3] https://opendatabot.ua/analytics/businesswoman-in-war-2022

competition in the agricultural sector prevailed among the main difficulties faced by business (according to REA[4]). Taking into account the geographical location of the region, the border areas are now also subjected to frequent shelling, destroying significant amounts of housing and economic stock. Consequently, and according to data from the Kyiv School of Economics, as of March 2023, Chernihiv region reported direct losses of approximately $6.4 billion[5].

Vinnytska oblast. Vinnytsia region has a multi-branch industrial complex. Among the branches of industrial production, the leading place is occupied by the food industry, the supply of electricity, gas, steam and air conditioning. More than 150,000 people were employed in small businesses in the region, which accounted for a quarter of the economically active population of the region[6]. Vinnytsia has one of the most powerful agro-industrial complexes in the country, accounting for 8.5% of the national production of agricultural products in 2021[7]. Vinnytsia region was the leader among the regions of Ukraine in terms of production of grain crops, sugar beets and fruit and berry products. Although the Vinnytsia region does not have a significant amount of affected agricultural land, the war affected the agricultural sector. The structure of sown areas in 2023 underwent a certain transformation as a result of market reorientation and limitation of export potential. The lack of qualified personnel in the agricultural sector has become noticeable. At the same time, the Vinnytsia region has great economic potential for development, as it is one of the regions of the country to which enterprises are relocating (about 360 economic entities have been relocated[8]).

Mykilaivska oblast. Mykolaivska's partial occupation from March to November 2022, and its continued proximity to the frontline, has led to business closures across important sectors of the economy such as manufacturing, agriculture, and trade. And yet, while the region is still affected by regular conflict incidents including missile strikes, loitering munition attacks, multi-launch rocket system strikes, and the risk of mines on land and in water, the labour market appears to have staged a partial recovery in recent months. The raions of Mykolaivskyi and Bashtanskiy have experienced the most conflict-related incidents, have seen the largest displacements of the local population, host large returnee and IDP populations, and, in the case of some settlements in Bashtanskiy, have been impacted by flooding following the breach of the Kakhovka dam. It is unsurprising then that businesses in these raions have suffered the most negative impacts of the full-scale war[9]. Before the start of the war, agriculture and industry played a key role in the structure of the economy of the Mykolaiv region. The land fund of the region is more than 2.0 million hectares of agricultural land, or 5.0% of the total area of agricultural land in Ukraine[10]. There were 175 enterprises of the processing and food industry in the territory of the Mykolayiv region, the activities of which cover almost all areas of the consumer market. For example, Agrofusion, Yantar and PepsiCo Ukraine were among the largest enterprises before the war. They suffered as a result of hostilities and suspended their activities, but are currently resuming their production. In 2022, the largest operating enterprises of the region in terms of revenues were Nibulon, Sandora (part of PepsiCo), Technotorg Don, ZORYA-MASHPROEKT, Yavkynsky Elevator, Lactalis-Mykolaiv, etc[11]. In the structure of industry, the leading place was occupied by mechanical engineering and metalworking. The industry of the region provided up to 50% of the output of the country's shipbuilding industry, more than 90% of the production of gas turbines, and 80% of the output of alumina extraction[12]. Such industries as shipbuilding and power engineering, which were significantly affected by the consequences of the war, stood out in particular. The ports of Mykolaiv have been blocked since the beginning of the full-scale war. Previously, they generated 30–40% of the region's economy. For example, a third of

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[4] https://repository.impact-initiatives.org/document/reach/81ab1cb8/REACH_UKR1908_FS_Rapid-Economic-Assessment-in-Chernihiv-Oblast-June-2023.pdf

[5] https://kse.ua/wp-content/uploads/2022/07/NRC_CLEAN_Final_Jul1_Losses-and-Needs-Report.pdf

[6] https://www.vin.gov.ua/images/doc/vin/ODA/strategy/strategy2027.pdf

[7] https://www.vin.gov.ua/invest/analityka/43323-analitychna-dovidka-pro-sotsialno-ekonomichnyy-rozvytok-vinnytskoyi-oblasti-za-sichen-traven-2021-roku-5

[8] https://i-vin.info/news/vinnicya-bude-v-avangardi-vidnovlennya-ukrayini--predstavnik-nimechchini-pro-noviy-proyekt--6595.html

[9] REACH_UKR1908_FS_Rapid-Economic-Assessment-in-Mykolaiv-Oblast-June-2023.pdf (impact-initiatives.org)

[10] https://www.mk.gov.ua/ua/myko/economy/

[11] https://biz.liga.net/ua/all/prodovolstvie/novosti/agrofusion-pepsico-yantar-kakoy-krupnyy-biznes-vozobnovil-rabotu-v-nikolaevskoy-oblasti

[12] https://www.mk-oblrada.gov.ua/oblasni-programy

Ukrainian grain exports passed through Mykolaiv. Pre-war, the city's largest company, the agricultural enterprise "Nibulon", had its own fleet of 82 ships, more than 76,000 hectares of arable land and 6,000 employees[13]. Now 68% of Nibulon's business is not working[14].

Odeska oblast. Home to most of Ukraine's seaports, Odesa is the main import/export hub of the country, and import/export and related services, such as transport and storage, are the main drivers of the local economy[15]. Odesa region accordingly suffers significant losses due to the destruction of port infrastructure and storage facilities, as well as the blocking of export traffic. For the REA assessment period, Izmail and Reni Ports are working actively. It is the only location to which products can be dispatched across the Danube. As of June 2023, there were nearly three times as many vacancies advertised through work.ua in Izmail—the location of a Danube port which has seen increased activity due to limited imports/exports from Black Sea ports since February 2022—compared with June 2021[16]. However, increased attacks on the ports of Reni and Ismail in August-September 2023 will likely have an impact on the number of available vacancies in the region and the conditions of conducting business activities. According to REA's results[17], retail trade was the sector worst affected by business closures, with wholesale trade, transport and storage, education, crops production, and arts, entertainment and recreation also adversely affected. At the same time retail trade, transport and storage, and wholesale trade have seen the most businesses open since the outbreak of the war. This can be explained by the presence of relocated business in the region - mostly crops production and transport and storage have relocated to the area. Odesa region has increased its share of total loan portfolio under Program "5-7-9", from 5,6% to 7,1%, and was listed among the top three regions for the first time[18].

Intended impact

With support of Global Affairs Canada, REACH is conducting a series of socioeconomic assessments to provide informational support to ACTED's implementation of the Securing Women's Economic Empowerment and Development (SEED) project. In 2023, the REACH Ukraine socioeconomic team have conducted a Rapid Economic Assessment (REA) and a will conduct Socioeconomic Assessment of Small and Medium Enterprises (SA-SME) in the four SEED project areas: Odeska, Mykolaivska, Vinnytska and Chernihivska. Results of these assessments will be made available to ACTED to inform choices about the type and targeting of assistance programs to support micro and small businesses led by women and raise awareness of standards for market-based programming in early recovery settings.

These geographically focused studies will add granularity to nationwide assessments of economic and business conditions conducted by UNDP, the World Bank, ILO, USAID, and those initiated by the government of Ukraine. Building on the assessments designed for the SEED project, REACH is well placed to contribute to strategic decision making at the level of the Food Security and Livelihoods Cluster, as well as to inform evidence-based programming among partners, by either expanding the geographic scope of the Socioeconomic assessment. And also for the development of profiles of socio-economic assessment of the business environment that can be used by stakeholders, including state authorities in the course of development, improvement and implementation of recovery and development plans at the regional and local levels.

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[13] https://www.nibulon.com/data/pro-kompaniyu/zberigannya-dorobka-ta-perevalka-zerna-torgovelna-diyalnist.html

[14] https://kpmg.com/ua/uk/home/media/press-releases/2023/06/tsyfrova-transformatsiyi-ye-zaraz-na-chasi.html

[15] https://oda.od.gov.ua/odeshhyna/pro-odeshhynu/pasport-oblasti/

[16] https://usm.media/izma%D1%97l-reni-ta-ust-dunajsk-yak-za-rik-vijni-zminilis-ukra%D1%97nski-porti-na-duna%D1%97/

[17] https://usm.media/izma%D1%97l-reni-ta-ust-dunajsk-yak-za-rik-vijni-zminilis-ukra%D1%97nski-porti-na-duna%D1%97/

[18] https://5-7-9.gov.ua/

3. Methodology

3.1. Methodology overview
Methodology

The SA-MSMEs will collect structured Key Informant (KI) data from 580 representatives of micro, small and medium enterprises. The SA-MSMEs will seek to understand how the impacts of the war in Ukraine on the operational context, economic performance, and resilience of micro, small, and medium enterprises, while specifically examining the different experiences, challenges, and coping strategies of businesses owned by women versus by men. Moreover, it will assess the capacity of different type of stakeholders to foster businesses opportunities and capacity for resilience and recovery through financial, guidance, and education services. Qualitative data will be captured through semi-structured in-depth interviews with   26 representatives of women-led businesses (in a total of four assessment areas) in order to obtain in-depth information about the experience of starting and running a business in wartime, the barriers faced by women in this new business environment, and the main decisions and mechanisms used by women to overcome existing obstacles, including recruiting and planning strategies   to optimize the structure of employees, which has undergone changes due to demographic shifts during the war (departure of women abroad, mobilization of men).

In addition, in-depth interviews will be conducted with 14 representatives of BMOs and CSOs (in a total of four assessment areas) in order to discuss support offered to women entrepreneurs and the gaps that exist in state/non-state support, as well as the most pressing problems faced by women's businesses in today's society and the potential areas of support from these associations. Insights captured through these in-depth interviews will be used to provide context on the over-arching socio-economic situation and any experiences engaging with official recovery plans. Building on the work conducted during the previous socioeconomic assessments, this assessment will additionally aim to further expand upon and refine the social network analysis conducted for that assesment, employing further secondary data and input respondents better map business networks in the target oblasts.

Key Terms

Vulnerability, 'the quality or state of being exposed to the possibility of being attacked or harmed, either physically or emotionally', Oxford Languages. Vulnerability as a concept has a wide application and therefore a broad definition. The most relevant components for our purposes are 'the quality or state of being exposed', which, when used in the context of 'socioeconomic vulnerability', would point to social status as a determinant of someone's exposure to shocks in the economic environment. It is well established that certain groups, such as women, IDPs, older jobseekers, people with disabilities (PWD) are socioeconomically vulnerable, albeit to different degrees in different contexts. This study will seek to contribute to the understanding of the socioeconomic vulnerability of women in business in the Ukrainian context, with specific reference to the war's impact on access to economic opportunities.

Marginalisation, 'treatment of a person, group, or concept as insignificant or peripheral', Oxford Languages. Marginalisation refers to the treatment of something or someone, in contrast with vulnerability, which describes a quality or condition. Nonetheless, there is a reinforcing dynamic between the two concepts when considering socioeconomic characteristics. That is, socioeconomically marginalised groups, i.e. those who are prevented from full social and economic participation, are left vulnerable by reason of their economic insecurity. Again, this study will seek to contribute to the understanding of socioeconomic marginalisation in the Ukrainian context.

Self-employed person[19] is a taxpayer who is a natural person - an entrepreneur or carries out an independent professional activity, provided that such a person is not an employee within the scope of such entrepreneurial or independent professional activity.

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[19] https://tax.gov.ua/samozaynyatim-osobam/zagalna-informatsiya

Micro-enterprises[20] are enterprises whose indicators, as of the date of drawing up the annual financial statements for the year preceding the reporting one, meet at least two of the following criteria: book value of assets — up to 350,000 euros; net income from the sale of products (goods, works, services) — up to 700,000 euros; the average number of employees is up to 10 people.

Small enterprises[21] are those that do not meet the criteria for micro-enterprises and whose indicators, as of the date of drawing up the annual financial statements for the year preceding the reporting year, meet at least two of the following criteria: book value of assets — up to 4 million euros; net income from the sale of products (goods, works, services) — up to 8 million euros; the average number of employees is up to 50 people.

Medium-sized enterprises[22] Enterprises that do not meet the criteria for small enterprises and whose indicators as of the date of drawing up the annual financial statements for the year preceding the reporting year correspond to at least two of the following criteria: book value of assets — up to 20 million. euro; net income from the sale of products (goods, works, services) — up to 40 million. euro; the average number of employees is up to 250 people.

Resilience refers to both the process and the outcome of successfully adapting to difficult or challenging life experiences. At the same time, it is often used to refer to the economic resilience of individual households or firms, and their ability to cope with or recover from a shock and adapt to changing economic circumstances in the wider economy. In this case, it can relate to the distributional effects of a shock (who is affected and how) as well as the vulnerability of individuals to the shock and the nature of any welfare provisions that are in place. The concept of economic resilience includes two key components. The first is the ability of an economy of households, firms or an economy to withstand or absorb an economic shock. The second is a more dynamic component which relates to the ability of households, firms or the economy more widely, to adapt to changing circumstances and strengthen their ability to respond to potential future shocks.

Early Recovery is both an approach to humanitarian response which, through enhanced coordination, focuses on strengthening resilience, re-building or strengthening capacity, and contributing to solving rather than exacerbating long standing problems which have contributed to a crisis; and also a set of specific programmatic actions to help people to move from dependence on humanitarian relief towards development.

Gender equality implies that the interests, needs and priorities of both women and men are taken into consideration, thereby recognising the diversity of different groups of women and men. Gender equality is not a women's issue but should concern and fully engage men as well as women[23]. Equality between women and men is seen both as a human rights issue and as a precondition for, and indicator of, sustainable people-centred development.

Business Environment is the sum of all internal and external factors such as employees, customer needs and expectations, supply and demand, management, clients, suppliers, owners, activities by government, innovation in technology, social trends, market trends, economic changes, etc. These factors form the environment in which businesses operate and influence how they work.

3.2 Population of interest

Geographical Area Assessed: This assessment will be focused on micro, small and medium-sized enterprises (with a gender-focused analysis) that are active in 4 regions - Mykolaiv, Vinnytsia, Chernihiv and Odesa - and represent different sectors of the economy. In the **Vinnytsia** region (as of January 1, 2023), the number of legal entities and individual entrepreneurs headed by women is 32,653[24], which is 39.1% of the total number. In the region, there are several organizations (ex. "Stina", "Club You Woman", "Business people", etc) that provide consulting and constant support of

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[20] https://zakon.rada.gov.ua/laws/show/2164-19#Text

[21] https://zakon.rada.gov.ua/laws/show/2164-19#Text

[22] https://zakon.rada.gov.ua/laws/show/2164-19#Text

[23] https://eige.europa.eu/publications-resources/thesaurus/terms/1059?language_content_entity=en

[24] https://www.ukrstat.gov.ua/

business initiatives[25]. Four industrial parks have been created in the city of Vinnytsia, the development of which is also being worked on by the international corporation HEAD Group, which has resumed the construction of a plant for the production of sports equipment, but the pace of project implementation slowed. In the **Odesa region** (as of January 1, 2023), the number of legal entities and individual entrepreneurs headed by women is 73,140[26], which is 39.3% of the total number. In the **Chernihiv region** (as of January 1, 2023), the number of legal entities and individual entrepreneurs headed by women is 20,142[27], which is 38.9% of the total number. According to SES data, as of the beginning of July 2023, the share of unemployed women in the total number of unemployed in Chernihiv region is 76.4%[28]. In the **Mykolaiv region** (as of January 1, 2023), the number of legal entities and individual entrepreneurs headed by women is 31,726[29], which is 36.6% of the total number.

Name territories	Total of the number, units	Legal units and natural entities-entrepreneurs, who headed by			
		men		women	
		the number, units	share, in % of the total number	number, units	share, in % of the total number
Vinnytska oblast	*83569*	50916	*60,9%*	32653	*39,1%*
Mykolaivska oblast	86838	55112	*63,4%*	31726	*36,6%*
Odeska oblast	186313	113173	*60,7%*	73140	*39,3%*
Chernihivska oblast	51871	31729	*61,1%*	20142	*38,9%*

Population Assessed: The focus of interest is primarily on MSMEs led by women in 4 assessment areas – Vinnytska, Odeska, Chernihivska, and Mykolaivska. But also, in accordance with the proportionality of the distribution, enterprises headed by men will be included in the assessment. It is also planned to take into account during the selection such criteria as the impact of the armed conflict on the enterprise, and to involve in the survey enterprises that represent the various sectors of the economy in the region and are located in both urban and rural areas.

3.3 Secondary data review

Data from the World Bank's Rapid Damage and Needs Assessment[30] will be used to quantify the impact of the war on different sectors of the Ukrainian economy, in terms of direct damages and economic losses. Damage, losses, and needs have been given US$ values at the oblast level, which allows for a comparative assessment of impacts across the country. What is missing is a contextualization of this data with reference to features of local economies. UNDP have reviewed multiple secondary data sources to offer some useful insights into the business environment at the national level for SMEs pre- and post-outbreak of war, including the under-representation of women in senior management, especially at larger companies. This study will explore local economic actors' perceptions of the socioeconomic dynamics and supply chain disruptions that have caused problems for the SME sector at large. Through in-depth interviews, this study will also address information gaps around the participation of women in the business community. These data can also be supplemented by the results of a research project initiated by ISAR Ednannia[31] and implemented by the Kyiv International Institute of Sociology

[25] https://repository.impact-initiatives.org/document/reach/fdbc01e7/REACH_UKR1908_FS_Rapid-Economic-Assessment-in-Vinnytsia-Oblast-June-2023.pdf

[26] https://www.ukrstat.gov.ua/

[27] https://www.ukrstat.gov.ua/

[28] https://chg.dcz.gov.ua/analitics/view

[29] https://www.ukrstat.gov.ua/

[30] World Bank Document

[31] Master_version_UKR_Rebuilding.pdf (ednannia.ua)

within the framework of the Sectoral Support Initiative for Civil Society in Ukraine, as well as the Kyiv School of Economics' estimate of the total amount of direct documented damage to Ukraine's infrastructure[32] caused by the full-scale invasion.

Data from UNDP The "Rapid Assessment of the War's Impact on Micro, Small and Medium Enterprises in Ukraine"[33] focuses on the current status of MSME business activity across different regions and industries, on critical challenges and issues caused by the war and on significant changes that have occurred compared to the pre-war period. It also aims to identify support available to MSMEs from various stakeholders, such as the government, local authorities, donor organizations and the private sector. This rapid assessment is based on a thorough analysis of a wide range of secondary data collected by substantive desk research. The report summarizes the key findings from the assessment and presents observations about possible actions in response to challenges currently faced by MSMEs in Ukraine. It aims to provide a snapshot of the current consequences of the war on the MSME sector.

The results of the study "Ukrainian Female Entrepreneur Profile"[34] will be updated. The materials aim to highlight the main problems of entrepreneurship and direct the efforts of the state and donor organizations to its development in the war and post-war times. These data can be used for a comparative analysis of changes in the business environment to realize the opportunities of women entrepreneurs.

FAO[35] data will be used to understand disruptions caused to agricultural activities at the oblast level from the perspectives of rural households and agricultural enterprises. FAO's approach to categorising different types of agricultural activities will be used to guide indicator development for capturing information about agricultural supply chains as well as non-agricultural activities, at the oblast, raion and hromada levels. IOM's[36] data provides a baseline understanding of the socioeconomic situation of IDPs at the level of macro regions (larger than oblasts), without addressing specifics relating to the participation of IDPs in economic life. This study will aim to describe the way IDPs participate in local labour markets, including the type of work this population typically does in different areas.

The data of official statistics from the State Employment Service[37] and Ukrstat[38] allow you to obtain information on active subjects of micro, small and medium-sized enterprises with a breakdown by regions, sectors and the gender of the manager in time dynamics and be used as a basis for calculating the proportionality of representation in the sample population.

REACH[39] data from the assessment areas has the advantages of providing both household and key informant data at different administrative levels. Review of MSNA, ATM, JMMI, HSM, and Climate and Environment products has allowed for the selection and adaptation of relevant indicators that will be used to anchor and triangulate findings.

3.4 Primary Data Collection

Method

Data will be collected by four field teams, one per oblast, each comprising one team leader (TL) and two enumerators. Each team will have a driver to allow them to visit different locations in the oblast and collect data through face-to-face interviews. In some areas where face-to-face interviews are not possible for reasons of security or difficulty of access, interviews will be

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[32] https://kse.ua/ua/about-the-school/news/zagalna-suma-pryamih-zbitkiv-zavdana-infrastrukturi-ukrayini-cherez-viynu-za-pidsumkami-chervnya-2023-roku-perevishhila-150-mlrd/

[33] Rapid Assessment of the War's Impact on Micro, Small and Medium Enterprises in Ukraine | United Nations Development Programme (undp.org)

[34] Rapid Assessment of the War's Impact on Micro, Small and Medium Enterprises in Ukraine | United Nations Development Programme (undp.org)

[35] Ukraine: Impact of the war on agriculture and rural livelihoods in Ukraine (fao.org)

[36] Ukraine — Area Baseline Report (Raion level) — Round 27 (August 2023) | Displacement Tracking Matrix (iom.int)

[37] https://www.dcz.gov.ua/storinka/analityka-ta-statystyka

[38] https://www.ukrstat.gov.ua/

[39] https://www.reach-initiative.org/where-we-work/ukraine/

conducted over the phone. Taking into account difficulties reaching businesses, to whom access will be limited in certain geo-graphical zones in accordance with the security situation and who will not agree to the interview by phone, it is also possible for the respondent to fill out the online questionnaire independently. This survey option will be used in a limited number of cases and will be under additional supervision by the field team, with detailed instructions for completion and confirmation by phone. Structured key informant interviews (KIIs) will be conducted using a single Kobo tool for which enumerators will need a Kobo-enabled device. Data collection is due to begin on Monday 15 January 2024 and will continue for three weeks, until Friday 2 February 2024.

Semi-structured in-depth interview questionnaires will be made available as Microsoft Word documents, requiring the TLs, who are primarily responsible for in-depth interviews, to be prepared to take notes using their preferred modality. In-depth interviews will be recorded to allow the assessment team to cross-check results where necessary. Data collection is due to begin on Monday 4 December 2023 and will continue for three weeks, until Friday 15 December.

The SA-MSME is the second of three socioeconomic assessments that will take place between April 2023 and June 2025 as part of ACTED and IMPACT's SEED project. The SA-MSME is intended to gain a better understanding of the issues in the local economy from the perspective of business actors, the potential for recovery and the main obstacles in starting/running a business by women in each of the four areas and will principally contribute to output 1314, 'socioeconomic activities to improve information availability on gender and age dynamics within local economies' (SEED Project Implementation Plan). SA-MSME will focus on collecting area-level information on barriers and opportunities for economic recovery, vulnerabilities faced by women-led MSMEs in Ukraine as under the impact of the war and identify currently available support and gaps to MSMEs from various stakeholders with particular focus on support available to women-owned businesses. Key informants have been identified based on their ability to address gaps in contextual information that will be immediately useful to ACTED and other partners planning activities to support the development of women's entrepreneurship in the assessment areas, and include representatives of micro, small and medium enterprises with a focus on those, which are headed by women, or on which predominantly employed by women.

Sampling

Key Informant Interviews

KIIs will be conducted with at least **580 representatives of MSMEs** in total across the four oblasts.

Considering the General Objective of SA-MSMEs, a decision was made to expand the percentage representation of enterprises headed by women to 70% of the total volume of the sample population. The percentage distribution of informants depending on the size of enterprises is based on the data of the State Statistics Service and proportionally represents approximately 80% of micro-enterprises (including the self-employed), approximately 15% of small enterprises, and about 5% of medium-sized enterprises. And also, according to the State Statistics data, a proportional distribution of the sample by regions will be applied. In addition, the representation in the sample population of businesses from the Mykolaiv region was separately adjusted, the share of representation was reduced in accordance with the fact that ACTED's program activities are currently not carried out in this region. Accordingly, the size of the sample in Odesa, Vinnytsia, and Chernihiv regions was adjusted (increased) according to the number of official representation in the total number of operating businesses in these regions.

The inclusion of self-employed persons in the sample population is planned at the level of approximately 10% of the total volume of the sample population. The selection of informants will be carried out using the "snowball" method, taking into account the following criteria: conducting activities within a certain sector of the economy, as well as balancing the representation of both officially registered businesses and those that are not officially registered at the time of the survey.

	Self-employed		Micro-enterprises		Small enterprises		Medium- enterprises		Total
	male	*female*	*male*	*female*	*male*	*female*	*male*	*female*	
Vinnytska oblast	4	10	30	70	7	15	2	5	*143*
Mykolaivska oblast	3	8	21	55	5	10	2	3	*107*
Odeska oblast	7	12	40	90	8	20	3	7	*187*
Chernihivska oblast	4	10	30	70	7	15	2	5	*143*
Total	58		406		87		29		**580**

The main criteria for quoting the sample are - the region, the size of the enterprise and the gender of the head. In addition in order to ensure diversity, effort will be made to find as many businesses as possible that represent different economic sectors, have different residence status (relocated, permanently operating in the region), and also represent different districts of each region, focusing not only on urban agglomerations, but also involving in the survey business representatives operating in rural and settlement hromadas.

In-depth Interviews

In total 40 in-depth interviews will be conducted across all 4 oblasts. In-depth interviews will take place in person where security and practical considerations permit, and will be recorded, with the consent of the participant, to allow for cross-checking of results where necessary. Interviews are planned with leaders of business associations, civil society organizations that represent the interests of women, associations of women entrepreneurs and civil society leaders, who can provide in-depth information on the economic policy of recovery and development of regions and communities as a response to the impact of the war on the sustainability of the business environment, available state support for business especially a business led by women. It is also planned to conduct a series of in-depth interviews with women leading small and medium-sized businesses in order to obtain in-depth information about the specific problems faced by women in the business environment in war conditions and measures that enterprises have taken to adapt to gender-specific dynamics and other consequences war.

	BMOs, CSOs	Micro-enterprises	Small enterprises	Medium- enterprises	Total
	female	*female*	*female*	*female*	
Vinnytska oblast	4	2	4	1	*11*
Mykolaivska oblast	2	2	2	1	7
Odeska oblast	4	2	4	1	*11*
Chernihivska oblast	4	2	4	1	*11*
Total	14	8	14	4	**40**

Tools

Data collection will be implemented using a structured interviews with MSME owners (Kobo tool) and semi-structured in-depth interviews with MSMEs, CSOs, BMOs.

Kobo Tool for KIIs

The Kobo tool for KIIs will be built according to specifications in the Data Analysis Plan, including skip logic that will allow **one tool** to be used for the different categories of respondent. The Kobo tool will be shared with key informants in advance to ensure their preparedness on the day of the interview. The tool will have a skip logic based on the gender of the respondent and the size of the enterprise.

In-Depth Interview Question Guides

To ensure the relevance of the questions to the field of knowledge and professional specialization of the key informant, adapted question guides in the form of text documents will be available for each of the respondents. The guides will contain a mixture of structured (table) and open-ended questions (including prompts) and can be completed during or after the interview with reference to notes and the audio recording. Guides will be given to key informants in advance so that they are ready on the day of the interview.

Monitoring

The assessment team will brief the field team on the data collection methodology ten days in advance of the start of data collection. TLs and enumerators will be trained on the tools a few days in advance of data collection and a pilot will be conducted to test the tools. Tools will be adjusted based on feedback from the field team. Tools will contain sections allowing TLs and enumerators to record empirical observations not captured by the questions, as well as comments on the ability/willingness of key informants to respond to specific questions.

Incoming data from structured interviews will be monitored by a database officer (DBO) to ensure the completeness and consistency of submissions. A tracker will be developed to check submissions recorded automatically by Kobo against submissions reported by the field team. Incoming semi-structured in-depth interview data will be monitored by a senior assessment officer (SAO) to ensure the completeness of submissions. The TL will be required to submit the completed data collection tool (notes) to the SAO as a Word document within 48 hours of the interview, along with a debrief form. Also, with the consent of the informant, it is envisaged to conduct an audio recording of the in-depth interview in order to monitor the correctness of filling out notes by the TL. The debrief form should be used to indicate any changes and additions that were made to notes following the interview based on recordings. A data saturation grid will be completed by the assessment team in real time in case data saturation is reached before the end of data collection, though such a scenario is unlikely given the specific activities of actors.

An enumerators feedback focus group will be held in January to capture lessons learned from SA-MSMEs data collection.

3.5 Data Processing & Analysis

Data processing and analysis of structured and semi-structured interviews will be performed in line with IMPACT's Minimum Standards Checklist of Semi-Structured Data Processing and Analysis; IMPACT Data Cleaning Minimum Standards Checklist. KII data captured through the Kobo tool will be securely stored in the cloud, with access permissions managed by IMPACT HQ. The DBO will have access to this data to conduct real-time monitoring. Given the relatively small sample size for structured data (580 submissions in total), it will not be necessary to run cleaning scripts on the data as it is being collected. Instead, the DBO will export the entire dataset at the end of field work and then proceed with cleaning. During cleaning, the DBO will record all changes and deletions in a cleaning log and deletion log, respectively. An R script will then be used to record value changes by comparing the raw dataset with the clean dataset, and the resulting value change log will be compared with the logs completed by the DBO to ensure consistency.

Data analysis will be performed in Excel, with information on disaggregation (notably geographical locations, size of enterprise, and gender) contained in the DAP serving as an analytical framework. The SAO will supervise the DBO to ensure appropriate disaggregation and bivariate analysis.

Qualitative data captured through in-depth interviews will be structured and analysed using MAXQDA software to identify discussion topics and discussion points, allowing for the completion of the IMPACT Data Saturation and Analysis Grid (DSAG).

4. Key ethical considerations and related risks

The proposed research design meets 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)?	Yes	
… 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.?	Yes	
… Follows IMPACT SOPs for management of **personally identifiable information**?	Yes	

5. Roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
Research design	Senior Assessment Officer	Research Manager	ACTED, Field team, County Coordinator, HQ Research and Design and Data Unit (RDDU)	ACTED, County Coordinator, HQ RDDU
Supervising data collection	Field Operations Manager	Senior Assessment Officer	Research Manager, Country Coordinator, ACTED, HQ RDDU	GAC, HQ RDDU, Country Coordinator

Data processing (checking, cleaning)	Database Officer	Senior Database and GIS Officer	Senior Assessment Officer, HQ RDDU	Research Manager, Country Coordinator, ACTED, HQ RDDU
Data analysis	Database Officer, GIS Officer	Senior Database and GIS Officer	Senior Assessment Officer IMPACT, HQ RDDU	Research Manager, Country Coordinator, ACTED, HQ RDDU
Output production	Senior Assessment Officer	Research Manager	Country Coordinator, ACTED, GAC, HQ Research Reporting Unit (RRU)	Research Manager, Country Coordinator, ACTED, HQ RRU
Dissemination	Senior Assessment Officer	Research Manager	Country Coordinator, HQ Communication Unit, ACTED	HQ Communication Unit, ACTED
Monitoring & Evaluation	Senior Assessment Officer	MEAL Manager	HQ RDDU, Country Coordinator	HQ RDDU, Country Coordinator
Lessons learned	Senior Assessment Officer, Field Officer	Research Manager	ACTED, GAC, partners and stakeholders, Field team, Data team, HQ RDDU	Country Coordinator, HQ RDDU

6. Data Analysis Plan

Available upon request.

7. Data Management Plan

Administrative Data	
Research Cycle name	Economic Assessment of Micro, Small and Medium Enterprises
Project Code	64AMF
Donor	GAC
Project partners	ACTED
Research Contacts	Brett Schmicking brett.schmicking@impact-initiatives.org Nadiia Mikhno nadiia.mikhno@reach-initiative.org
Data Management Plan Version	*Date: 25/10/2023*　　　　　*Version: V1*

Related Policies				
Documentation and Metadata				
What documentation and metadata will accompany the data? *Select all that apply*	X	Data analysis plan	X	Data Cleaning Log, including: x Deletion Log x Value Change Log
	□	Code book	□	Data Dictionary
	□	Metadata based on HDX Standards	□	[Other, Specify]
Ethics and Legal Compliance				
Which ethical and legal measures will be taken?	X	Consent of participants to participate	□	Consent of participants to share personal information with other agencies
	□	No collection of personally identifiable data will take place	X	Gender, child protection and other protection issues are taken into account
	X	All participants reached age of majority		[Other, Specify]

Who will own the copyright and Intellectual Property Rights for the data that is collected?	IMPACT			

Storage and Backup

Where will data be stored and backed up during the research?	X	IMPACT/REACH Kobo Server	☐	Other Kobo Server: *[specify]*
	X	IMPACT Global Physical / Cloud Server	☐	Country/Internal Server
	☐	On devices held by REACH staff	☐	Physical location *[specify]*
	☐	[Other, Specify]		

Which data access and security measures have been taken?	X	Password protection on devices/servers	X	Data access is limited to *REACH staff: GIS Officer, Senior Assessment Officer, Research Manager, Data Officer*
	☐	Form and data encryption on data collection server	☐	Partners signed an MoU if accessing raw data
	☐	[Other, Specify]		

Kobo Access Rights

Kobo Access	Person	Account Name
View Form	*Rodion Filatov* *Nadiia Mikhno*	*rodion* *nadiiamikhno*
View and Edit Form	*Rodion Filatov* *Nadiia Mikhno*	*rodion* *nadiiamikhno*
View Form and Submit Data	*Rodion Filatov* *Nadiia Mikhno*	*rodion* *nadiiamikhno*
Download Data	*Rodion Filatov*	*rodion*

Raw Data Access Rights

Raw Data Access	Reason	Person
Accountable	Accountable	*Rodion Filatov*
Access	GIS Officer: choropleth maps using GPS points	*Nadiia Usik*
Access	Senior Assessment Officers, Data Officer, Research Manager: for analysis	*Nadiia Mikhno* *Rodion Filatov* *Brett Schmicking*

Preservation

Where will data be stored for long-term preservation?	X	IMPACT / REACH Global Cloud / Physical Server	☐	OCHA HDX
	X	REACH Country Server	☐	[Other, Specify]

Data Sharing

Will the data be shared publically?	X	Yes	☐	No, only with mandating agency / body
Will all data be shared?	☐	Yes	X	No, only anonymized data will be shared
	☐	No, [Other, Specify]		

Where will you share the data?	X	REACH Resource Centre	□	OCHA HDX
	X	HumanitarianResponse	X	Shared bilaterally via REACH dissemination channels in Ukraine and globally (ex. Clusters, NGO and UN partners, local authorities in Ukraine)

Data protection risk assessment				
Have you completed the Indicators Risk Assessment table below?	X	Yes	□	No, no information that potentially allows identification of individuals is to be collected.
	[Please complete the first 4 columns in the Indicators Risk Assessment table below]			

Risk indicator	Type of identification risk	Disclosure implications	Benefits	Class	Required mitigation
KI phone number	Direct contact	Loss of privacy	Follow up for data cleaning	*[To be completed by IMPACT HQ]*	*[To be completed by IMPACT HQ]*
Sex	Identification of KI	Loss of privacy	To determine gender-based barriers and the specifics of business problems depending on gender		
Name of organisation	Identification of KI	Loss of privacy	To be used in the analysis of organisational perspectives		

Responsibilities	
Data collection	Senior Field Operations Manager, Yuliia LASTOCHKINA yuliia.lastochkina@impact-initiatives.org Senior Field Officer, Oleksiy PROKOPIEV oleksiy.prokopiev@reach-initiative.org Senior Field Officer, Roksana KURANOVA roxana.kuranova@reach-initiative.org Field Officer, Tetiana KOVALCHUK tetiana.kovalchuk@reach-initiative.org Field Officer, Yulia LOMAKINA yulia.lomakina@reach-initiative.org Field Officer, Viktoriia BORYSEVYCH viktoriia.borysevych@reach-initiative.org
Data cleaning	Data Officer, Rodion FILATOV rodion.filatov@reach-initiative.org
Data analysis	Senior Assessment Officer, Nadiia Mikhno nadiia.mikhno@reach-initiative.org
Data sharing/uploading	Senior Assessment Officer, Nadiia Mikhno nadiia.mikhno@reach-initiative.org

3. Monitoring & Evaluation Plan

Please complete the M&E Plan column in the table and use the corresponding Tools in the Monitoring & Evaluation matrix to implement the plan during the research cycle.

IMPACT Objective	External M&E Indicator	Internal M&E Indicator	Focal point	Tool	Will indicator be tracked?

Humanitarian stakeholders are accessing IMPACT products	Number of humanitarian organisations accessing IMPACT services/products Number of individuals accessing IMPACT services/products	# of downloads of x product from Resource Center	Country request to HQ	User_log	X Yes
		# of downloads of x product from Relief Web	Country request to HQ		X Yes
		# of downloads of x product from Country level platforms	Country team		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		□ 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 organisations utilizing IMPACT services/products	# references in HPC documents (HNO, SRP, Flash appeals, Cluster/sector strategies)	Country team	Reference_log	*Cluster strategies: Assessment and Analysis working group (AAWG), Shelter, CSM* *strategies of NGOs and INGOs working in assessed area*
		# references in single agency documents			
Humanitarian stakeholders are using IMPACT products	Humanitarian actors use IMPACT evidence/products as a basis for decision making, aid planning and delivery Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	Perceived relevance of IMPACT country-programs	Country team	Usage_Feedback *and* Usage_Survey template	*[Outline here the usage survey to be implemented for this research cycle E.g. Usage survey to be conducted in November 2017, following the release of x outputs, targeting at least 10 partners* *E.g. Usage survey to be conducted at the end of the research cycle related to all outputs, targeting at least 20 partners]*
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			
		Perceived capacity of IMPACT staff			
		Perceived quality of outputs/programs			
		Recommendations to strengthen IMPACT programs			
Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle	Number and/or percentage of humanitarian organizations directly contributing to IMPACT programs *(providing resources, participating to presentations, etc.)*	# of organisations providing resources (i.e.staff, vehicles, meeting space, budget, etc.) for activity implementation	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