Research Terms of Reference

CCCM | REACH – IDP Situation Monitoring Initiative (ISMI) 3.0

SYR1703b

Northwest Syria, Syrian Arabic Repubic

March 2021
Version 3

REACH Informing more effective humanitarian action

1. Executive Summary

Country of intervention	Syria					
Type of Emergency	□	Natural disaster	X	Conflict	□	Other *(specify)*
Type of Crisis	□	Sudden onset	□	Slow onset	X	Protracted
Mandating Body/ Agency	UNHCR/ CCCM					
IMPACT Project Code	16CPS / 16CVD / 16DGJ					
Overall Research Timeframe *(from research design to final outputs / M&E)*	01/09/2020 to 31/07/2021					
Research Timeframe *Add planned deadlines (for first cycle if more than 1)*	1. Pilot: Early September 2020 2. Start collect data: 16 September 2020 3. Data collected: 16-21 September 2020		4. Data cleaned: 21 September 2020 5. Data sent for validation: 22 September 2020			
Number of assessments	□	Single assessment (one cycle)				
	X	Multi assessment (more than one cycle) • Bi-weekly stock and movement monitoring assessments on a continual basis • Early Warning datasets on a 24-72 basis to supplement bi-weekly rounds of data collection				
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	_ _/_ _/_ _ _ _			
	X	Inter-cluster plan/strategy: Syria Population Task Force	Ongoing data collection submitted bi-weekly to the CCCM Cluster, participation in the bi-annual release (April and August) of the Population Task Force Dataset			
	X	Cluster plan/strategy: CCCM Cluster (Turkey Hub) IDP and SR response	Ongoing data collection submitted bi-weekly to the CCCM Cluster			
	□	NGO platform plan/strategy	_ _/_ _/_ _ _ _			
	□	Other (Specify):	_ _/_ _/_ _ _ _			
	Audience type		**Dissemination**			

Audience Type & Dissemination *Specify **who** will the assessment inform and **how** you will disseminate to inform the audience*	X Strategic X Programmatic X Operational □ [Other, Specify]	□ General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors) X Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting □ Presentation of findings (e.g. at HCT meeting; Cluster meeting) □ Website Dissemination (Relief Web & REACH Resource Centre) □ [Other, Specify]
Detailed dissemination plan required	□ Yes	X No
General Objective	To enhance the evidence base informing humanitarian responses to Internally Displaced Persons (IDPs)[1] and Spontaneous Return (SR)[2] populations in Northwest Syria.	
Specific Objective(s)	1. To improve access of humanitarian actors to regular, timely and accurate data on internal displacements and spontaneous returns in accessible opposition-held communities of Northwest Syria 2. To identify and meet the evolving information needs of the CCCM Cluster in terms of displacement and spontaneous returns monitoring, by developing and adapting assessments tailored to their operational needs through regular interaction and engagement with the cluster and its partners, and implementation of this assessment structure through a well-established data collection network. 3. To address specific information gaps in population, displacement, and spontaneous returns monitoring through regular bi-weekly asssessments, specifically: the numbers and locations of different populations of interest, new displacements and spontaneous return movement among these populations, priority needs, and shelter types of these populations of interest. 4. To harmonize data collection methodologies for displacement and spontaneous returns monitoring across the different systems used in Northwest Syria by REACH, CCCM member agencies and other partners, and promote better practices such as minimum number of sources of verification, application of uniform data colllection tools and use of trained and accountable enumerators, in order to improve the overall data quality, timeliness and transparency of these systems.	
Research Questions	1. What is the total number of Internally Displaced Persons (IDPs) and resident/pre-conflict population members present in opposition-held communities of Idleb, Aleppo, and Hama governorates and how do these vary over time (i.e. bi-weekly, monthly, quarterly, etc)? 2. What is the total number of new displacements and spontaneous return movements across opposition-held areas of Idleb, Aleppo, and Hama governorates (over bi-weekly, monthly, quarterly coverage periods)?	

[1] IDPs are defined under this research cycle as "Individuals or groups of people who have been forced to leave their homes or places of habitual residents, in particular as a result of or in order to avoid the effects of armed conflict, situations of generalized violence, violations of human rights, or natural or man-made disaster, and who have not crossed an international border" (UNHCR).

[2] SRs are defined under this research cycle as "IDPs or refugees who return to their community of origin that they left due to conflict, but not necessarily to their places of habitual residence (their former homes), and who do not necessarily enjoy the full spectrum of rights afforded to them prior to their displacement.

<table>
<tr><td></td><td colspan="6">

IDP Arrivals: IDP arrival numbers to each community under the coverage area and place of last departure down to the subdistrict level
IDP Departures: IDP departure numbers from each community under the coverage area
Spontaneous Returns (SRs): SR arrival numbers to each community under the coverage area and place of last departure down to the subdistrict level

3. What are the shelter/dwelling types among new IDP arrivals to each community in opposition-held areas of Idleb, Aleppo, and Hama goernorates?
</td></tr>
<tr><td>Geographic Coverage</td><td colspan="6">ISMI 3.0 covers all accessible opposition-held[3] communities across Idleb, Aleppo, and Hama governorates. As of December 2020, 931 communities across 40 subdistricts are covered.</td></tr>
<tr><td>Secondary data sources</td><td colspan="6">Humanitarian Needs Assessment Program (HNAP), Syria Population Task Force, OCHA, Northwest Syria Camps & Sites Sweeps</td></tr>
<tr><td rowspan="5">Population(s)
Select all that apply</td><td>□</td><td>IDPs in camp</td><td>□</td><td>IDPs in informal sites</td></tr>
<tr><td>X</td><td>IDPs in host communities</td><td>□</td><td>IDPs [Other, Specify]</td></tr>
<tr><td>□</td><td>Refugees in camp</td><td>□</td><td>Refugees in informal sites</td></tr>
<tr><td>□</td><td>Refugees in host communities</td><td>□</td><td>Refugees [Other, Specify]</td></tr>
<tr><td>X</td><td>Host communities</td><td>X</td><td>Spontaneous Return (SR) population</td></tr>
<tr><td>Stratification
Select type(s) and enter number of strata</td><td>X</td><td>Geographical #: approximately 931 communities
Population size per strata is known? X Yes □ No</td><td>X</td><td>Group #: IDPs and resident/pre-conflict populations
Population size per strata is known?
X Yes □ No</td><td>□</td><td>[Other Specify] #: _ _
Population size per strata is known?
□ Yes □ No</td></tr>
<tr><td>Data collection tool(s)</td><td>X</td><td>Structured (Quantitative)</td><td>□</td><td>Semi-structured (Qualitative)</td></tr>
<tr><td></td><td colspan="3">Sampling method</td><td colspan="3">Data collection method</td></tr>
<tr><td>Structured data collection tool # 1[4]</td><td colspan="3">X Purposive
□ Probability / Simple random
□ Probability / Stratified simple random
□ Probability / Cluster sampling
□ Probability / Stratified cluster sampling
□ [Other, Specify]</td><td colspan="3">X Key informant interview (Target #):_ _ _ _ _
□ Group discussion (Target #):_ _ _ _ _
□ Household interview (Target #):_ _ _ _ _
□ Individual interview (Target #):_ _ _ _ _
□ Direct observations (Target #):_ _ _ _ _
□ [Other, Specify] (Target #):_ _ _ _ _</td></tr>
<tr><td>Structured data collection tool # 2[5]</td><td colspan="3">X Purposive
□ Probability / Simple random
□ Probability / Stratified simple random
□ Probability / Cluster sampling
□ Probability / Stratified cluster sampling
□ [Other, Specify]</td><td colspan="3">X Key informant interview (Target #):_ _ _ _ _
□ Group discussion (Target #):_ _ _ _ _
□ Household interview (Target #):_ _ _ _ _
□ Individual interview (Target #):_ _ _ _ _
□ Direct observations (Target #):_ _ _ _ _
□ [Other, Specify] (Target #):_ _ _ _ _</td></tr>
</table>

[3] Opposition-held areas include territories that are not controlled by the Government of Syria (GoS) and allied forces or Syrian Democratic Forces (SDF).
[4] Sampling and data collection methods applicable to bi-weekly assessments using a KI methodology
[5] Sampling and data collection methods applicable to 24-72-hour Early Warning assessments using a KI methodology

Target level of precision if probability sampling	NA			NA		
Data management platform(s)	X	IMPACT		X	UNHCR	
	□	[Other, Specify]				
Expected ouput type(s)	□	Situation overview #: _ _	□	Report #: _ _	□	Profile #: _ _
	□	Presentation (Preliminary findings) #: _ _	□	Presentation (Final) #: _ _	□	Factsheet #: _ _
	□	Interactive dashboard #:_	□	Webmap #: _ _	□	Map #: _ _
	X	Other: Bi-weekly datasets shared with the CCCM Cluster				
Access	□	Public (available on REACH resource center and other humanitarian platforms)				
	X	Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)				
Visibility *Specify which **logos** should be on outputs*	NA					

2. Rationale

2.1 Background

After nearly ten years of conflict, close to half of Syria's pre-war population has been displaced. As of June 2020, more than 6.5 million Syrians were internally displaced, the highest figure in the world.[6] Due to the ongoing and evolving conflict and resulting volatile security situation, there remain persistent gaps in the capacity of the humanitarian community to maintain a complete picture of IDP and SR populations' locations, movements, and needs.

Northwest Syria is the region with the highest ratio of IDPs to host population, and also the region that witnessed the most IDP movement over the course of 2020.[7] As such, the information gaps are particularly acute. The constant displacement of families and fluidity of IDP movements – combined with restricted humanitarian access impeding systematic data collection efforts – has meant that acquiring timely and accurate data on the numbers and locations of IDPs and SRs has been a significant challenge across Northwest Syria, limiting the effectiveness of humanitarian assistance planning and implementation.

In order to address these gaps, from early 2015, the Camp Coordination and Camp Management (CCCM) Cluster has sought to collect and provide regular updates on internal displacements across northern Syria through an ad hoc IDP tracking mechanism, based on voluntary contributions from cluster members. In 2016, a permanent data collection structure was then established in the form of the IDP Situation Monitoring Initiative, a partnership initiative of REACH and CCCM that aims to provide the CCCM Cluster, operational partners, and the wider humanitarian community with methodologically sound, regular and timely information on internal displacement and SR figures and trends across Northwest Syria. The initial system, launched formally in October/November 2016, collected consistent and methodologically sound data on population displacements on a weekly, bi-weekly, and monthly, as well as ad hoc basis.

[6] HNAP, Mobility and Needs Monitoring Report, October 2020
[7] HNAP, Mobility and Needs Monitoring Report, December 2020 and REACH ISMI

The ISMI 2.0 system was launched in September 2017. In addition to introducing regular monitoring of spontaneous returns, this system sought to provide a more robust methodological foundation to IDP and SR tracking through improvements to indicators, best practices in data collection, and harmonization into a uniform approach the ISMI and CCCM Cluster member systems. This harmonized data collection system consisted of a single methodological framework and minimum standards for data quality, including minimum number of sources of verification and comparability of indicators for the data triangulation.

In mid-2020, in order to adapt to the changing needs of the CCCM Cluster, REACH transitioned the ISMI system from one of rapid data collection, covering all communities and camps within the coverage area on a 24-72 basis, to one of bi-weekly data collection and focused on population as well and movement. ISMI 3.0 launched in September 2020, consisting of a single tool that covers the core indicators: IDP Stock, Resident Stock, Arrivals, Departures, Returns, and the last place of departure for these new arrivals and returns down to the subdistrict level. This current system covers communities only, as opposed to the previous system which covered both communities and camps. As of December 2020, the coverage stands at 931 communities across 40 subdistricts in opposition-held Northwest Syria.

2.2 Intended Impact

ISMI data will fill an important gap in the humanitarian response by informing the CCCM Cluster of ongoing displacement trends and population figures in areas of the country where no official census data is available and where population movement is relatively high compared to other parts of the country[8]. ISMI data will also warn of a potential escalation of the conflict and subsequent movement of people, as well as the top priority needs of these new arrivals. Further, as ISMI data is just one of the main sources the CCCM Cluster uses for its official monthly movement data, ISMI acts as a source of triangulation against HNAP figures and other data that feeds into these monthly datasets.

3. Methodology

3.1 Methodology overview

ISMI 3.0 consists of one main assessment type: a bi-weekly data collection cycle to provide a regular and comprehensive overview of all displacement-related movements that occurred to and from accessible communities in the ISMI coverage area of a 2-week period. In addition to this, in order to fill in any gaps that may arise in situation coverage between the bi-weekly rounds, REACH maintains an Early Warning system, consisting of a short, daily dataset that covers all communities and camps across the coverage area that have seen more than 40 individual arrivals over the past 3-day period. For each of these communities, their total number of arrivals is recorded, in addition to the subdistrict of last departure, shelter type, and priority needs for these new arrivals.

Primary data collection is carried out through face-to-face or remote key informant (KI) interviews conducted by REACH enumerators. Where possible, face-to-face interviews are preferred, however remote interviews are conducted when the security situation is not permissible or when the risk of COVID-19 spread is high, as it has been since March 2020. 2 KIs are selected per community: one who is more knowledgeable about the number and situation of IDPs, the other who is more knowledgeable about the number and situation of Residents and Returnees. Key Informants are most often representatives from Local Councils or Local Relief Committees. The primary documents from which they obtain their figures are local registration lists or aid distribution lists. In the majority of cases, KIs do not report their numbers from a shared list.

[8] HNAP February Mobility and Needs Monitoring dataset

Both KIs report on ISMI's core indicators: total number of IDPs, total number of Residents, total number of IDP arrivals within the specified coverage period (2 weeks), and total number of Spontaneous Returns (SRs) within the specified coverage period (2 weeks). An average of these figures is taken for the final dataset. In the case where the discrepancy is too large,[9] a follow-up with the field team is conducted. KI1 reports on additional indicators such as the IDPs' last place of departure, shelter type, and priority needs. KI2 does the same for Residents and Returnees.

3.1 Population of interest

The three main populations of interest for the ISMI research cycle are:

- **Internally Displaced Persons (IDPs),** defined as "individuals or groups of people who have been forced to leave their homes or places of habitual residence, in particular as a result of or in order to avoid the effects of armed conflict, situations of generalized violence, violations of human rights, or natural or mad-made disasters, and who have not crossed an international border" (UNHCR)
- **Resident/pre-conflict populations**, defined as: "individuals or groups of people who currently reside in their communities of origin, or communities of permanent residence prior to the Syrian conflict. This includes populations that were never displaced as well as previously displaced populations that have returned to their communities of origin
- **Spontaneous Returns (SRs)**, defined as Internally Displaced Persons (IDPs) or refugees who return from their community of origin that they left due to conflict, but not necessarily to their places of habitual residence (their former homes), and who do not necessarily enjoy the full spectrum of rights afforded to them prior to their displacement.

The three main movement categories of interest for the ISMI research cycle are:

- **IDP arrivals**, defined as: IDPs who arrived to and stayed for at least 24 consecutive hours in an assessed location at any point during the reporting period. This includes IDPs who arrived and subsequently departed during the reporting period (i.e. transited through, having stayed for at least 24 consecutive hours).
- **IDP departures**, defined as: IDPs who were in an assessed location and subsequently departed and spent at least 24 consecutive hours in a different location at any point during the reporting period. These are persons who were previously displaced to the assessed location, and who are now departing (as opposed to residents in the assessed location who are being displaced from their communities of origin). This includes IDPs who departed and subsequently returned during the reporting period.
- **Spontaneous returns (SRs)**, defined as: former IDPs and/or refugees who returned and stayed for at least 24 consecutive hours in an assessed location (their community of origin) at any point during the reporting period, with the intention of staying for a prolonged period of time. This includes SRs who returned and subsequently departed during the reporting period.

As of December 2020, ISMI coverage stands at 931 opposition-held communities across 40 subdistricts of Aleppo, Idleb, and Hama governorates.

3.2 Secondary data review

Primary data collected by REACH enumerators is triangulated in a number of ways. For a comparison of movement data, ISMI data is compared with the monthly datasets released by CCCM, of which of which REACH is just one of several

[9] Discrepancies between the two Key Informants' figures are deemed to be "too large" when the difference between household figures is greater than 10 households and 10%, and where the difference between individual figures is greater than 30 individuals and 10%

contributing member agencies. Additionally, REACH conducts stock check exercises on a bi-weekly basis with the previous round of ISMI data, to ensure that, for example, the previous number of IDPs, plus the number of IDP arrivals, minus the number of IDP departures, is equal to the current round's IDP stock. If any discrepancies are found, they are sent to the field team for follow up.

For stock data, ISMI data is triangulated with other leading sources of population data in Northwest Syria, most notably the Mobility & Needs Monitoring datasets released on a monthly basis by HNAP. Additionally, ISMI data is triangulated with the data from the OCHA-led Syria Population Task Force, which releases updates a few times a year. More recently, ISMI has begun collecting all information on population figures in surrounding camps in order to separate out the population in camps from that in the communities, which may be a source of discrepancy with third party sources. This is done through a combination of key informants, the ISIMM list of camps in Northwest Syria, and shelter count exercise within REACH.

3.3 Primary Data Collection

Primary data collection conducted by REACH enumerators employs a KI methodology, with key informant interviews (KIIs) conducted at the community level or lower.[10] It is preferable that KIIs are conducted face-to-face, and this was the norm throughout much of ISMI's history until March 2020, when COVID-19 forced interviews to be conducted remotely. These interviews are conducted via secure telephone/WhatsApp/messaging or other services. Remote interviews are also reserved for situations or areas where the security situation is deemed not permissible.

For REACH enumerators, data is collected through interviews with KIs living or working in the subdistricts where communities are assessed. In certain circumstances, interviews are also conducted with KIs who formerly lived or worked in assessed areas and who maintain strong networks in those locations. Potential KIs are identified using the existing networks of REACH and CCCM member agencies, as well as through a snowball approach to reach a larger number of KIs in order to better triangulate information, reduce KI fatigue, and allow for broader coverage. Required KI profiles depend on the question/information to be gathered and KIs are purposively selected. As mentioned above, 2 KIs are selected per community: one for their knowledge of IDPs, and the other for their knowledge of the resident/pre-conflict population. KIs have to be over the age of 18 and consent to being regularly contacted and interviewed. Where possible, REACH enumerators and CCCM member agencies aim to ensure a balance of female as well as male KIs. KI types are most often representatives from Local Councils or Local Relief Committees, but can also include members of local charities, civil society groups or NGOs, CCCM member staff, community leaders of IDP and resident/pre-conflict populations, and teachers.

Based on structured questionnaires, REACH enumerators ask KIs a limited number of questions on the following key indicators: total IDP stock on the day of the assessment, total resident/pre-conflict stock on the day of the assessment, total number of arrivals, total number of IDP departures, and total number of spontaneous returns within the 2-week coverage period. Before the launch of ISMI 3.0, the tool was developed on a KoBo form and duplicated on paper by REACH assessment staff and project officers. In September 2020, the tool was piloted in the field before the full implementation of the regular bi-weekly cycle.

The first bi-weekly cycle of ISMI 3.0 was launched on 15 September 2020. This round collected data for the period between 1-15 September 2020. ISMI 3.0 runs regularly on a bi-weekly basis, covering all opposition-held communities across Northwest Syria. While camps and sites are no longer covered, a departure from ISMI 2.0, KIs are asked if the figures they provide include any population from nearby camps, and if so, how many households and individuals are residing in those surrounding camps as opposed to the community itself. Enumerator forms are filled in either on electronic tablets using KoBo, or on paper and later transferred to KoBo. Data collection for all communities takes four days. On the 5th day, assessment staff in Turkey and Amman download the submitted forms, check if the number of submissions matches the

[10] KIs reporting at the community level are also asked which, if any, nearby camps, informal settlements and other sites are included in their figures.

coverage list, which is updated regularly by the field team leader, and begin the cleaning process. The cleaning and follow-up process usually takes 1 day. In the end, all data and the final cleaning log is submitted to Geneva for HQ validation.

To supplement the bi-weekly assessments, ISMI 3.0, in collaboration with REACH's Emergency Unit, conducts daily sweeps of all communities across the coverage area to detect and report movement where it occurs. The daily datasets collect the following core indicators: number of communities that have seen 40+ individual arrivals over the past 3-day period, the number of arrivals in each of these communities, their last place of departure, their top 3 priority needs, and their most common shelter type. These datasets are cleaned and validated by Geneva on the same day.

Following bi-weekly data collection cycles, routine field debriefs take place between REACH project staff and team leaders overseeing each area. These provide a regular feedback channel to express challenges faced at the field level, including enumerator concerns about KI understanding of each question, KI ability to answer questions accurately, community access constraints, changes in KIs, security, travel, and internet issues. Based on these debriefs, reviews of the assessment are conducted, and steps are taken to improve methodologies, tools, processes, and information at regular intervals. REACH enumerators receive refresher trainings whenever the tools are updated, and the changes are piloted such that enumerators can provide feedback. The REACH assessment team is continuously available to support REACH data collection teams.

3.4 Data Processing & Analysis

Interviews are conducted using paper forms, which are then entered digitally using the Kobo Collect App on smartphones or the Enketo web platform and subsequently uploaded to the UNHCR Kobo server. Data collection for the first two weeks of the month takes place from the 16th onward, and data collection for the second two weeks of the month takes place on the 1st day of the following month. After data collection is complete, the assessment team downloads the data from the UNHCR server and runs the first in a series of data checks, checking for duplicate community p-codes in both KI1 and KI2 datasets individually. If errors are found, the data is sent back to the field team for follow-up and corrected in an excel form, which is then processed by an R script. The R script corrects the values in the raw datasets. Then a stock check is conducted to ensure that the total number of submissions is consistent with the coverage list, which is updated on a bi-weekly basis by the field manager. If all communities in the coverage list are present in both KI1 and KI2 datasets, the R script will then process in these two datasets and scan the entries for the next round of checks.

The remainder of the data cleaning process can be divided into two categories of checks: those which check for any internal inconsistencies, outliers, or data entry errors within each of the two raw datasets individually, and those which check for large discrepancies between the two datasets. The first, referred to as the internal checks, look at the following:

- Cases where HH and individual figures are identical (data entry mistake)
- Average household size, by dividing total number of HHs in the community by total number of individuals in the community. A follow-up will be sent to the field team if this number is less than 3.5 or greater than 8.
- Cases where the number of arrivals is greater than IDP stock in the community (not necessarily wrong but unlikely)
- The sum of the number of HHs from each last place of departure is not greater than the total number of arrivals/returns

The next round of checks, referred to as the combined checks, look at the following:

- Cases where the difference between HH figures reported by both KIs is greater than 10 households and 10%
- Cases where the difference between individual figures reported by both KIs is greater than 30 individuals and 10%
- Cases where one KI reports IDP/Resident population in the community, and the other reports none
- Cases where one KI reports IDP arrivals/spontaneous returns in the past 2 weeks, and the other reports none

Once the list of checks has been compiled, it is sent to the field team for follow up. Values are either corrected or kept the same if the enumerators confirm that there was no error. In cases where discrepancies between the two KIs are great, enumerators will correct one KI's estimates to reflect that of the more reliable KI. The R script then reads in the corrected values and combines the two files into one final dataset by taking an average of all the datasets' continuous variables. Certain categorical variables, for example the last place of departure for new IDP arrivals and spontaneous returns, are added into the combined dataset, as they are asked separately to KI1 and KI2 respectively.

The final dataset is then transferred to the template requested by CCCM, which includes core indicators such as IDP and Resident stock, number of IDP arrivals through specific movement pathways[11], most common shelter type, top three priority needs of the new IDP arrivals, and number of Spontaneous Returnees through specific movement pathways. Data is sent to CCCM on a bi-weekly basis, and at the end of each month, the two bi-weekly rounds are aggregated. The aggregated monthly dataset is also shared with CCCM.

After each round of bi-weekly data collection, the stock results are compared with HNAP's Mobility & Needs Monitoring datasets, and the movement figures are compared against those released by CCCM, OCHA, and other national sources.

4. Key ethical considerations and related risks

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

The proposed research design…	***Yes/ No***	***Details if no (including mitigation)***
… Has been coordinated with relevant stakeholders to **avoid unnecessary duplication** of data collection efforts?	Yes	
… **Respects respondents, their rights and dignity** (*specifically by: seeking informed consent, designing length of survey/ discussion while being considerate of participants' time, ensuring accurate reporting of information provided*)?	Yes	
… Does not **expose data collectors to any risks as a direct result** of participation in data collection?	Yes	
… Does not **expose respondents / their communities to any risks as a direct result** of participation in data collection?	Yes	
… Does not involve **collecting information on specific topics which may be stressful and/ or re-traumatising** for research participants (both respondents and data collectors)?	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	

[11] A movement pathway refers to the total number of arrivals from community X to subdistrict Y. ISMI 2.0 used to collect data from community X to community Y, however it was often the case that KIs were not sure of the exact numbers from individual communities.

… Follows IMPACT SOPs for management of **personally identifiable information**?	Yes	

5. Roles and responsibilities

Table 3: Description of roles and responsibilities

Task Description	*Responsible*	*Accountable*	*Consulted*	*Informed*
Research design	*Assessment Officer*	*Research Manager*	*Field Manager, Project Officers*	*CCCM Cluster*
Supervising data collection	*Field Manager*	*Research Manager*	*Project Officers*	*Assessment Officer*
Data processing (checking, cleaning)	*Field Manager, Project Officers*	*HQ Data Analysis Unit*	*Assessment Officer*	*CCCM Cluster*
Data analysis	*NA*	*NA*	*NA*	*NA*
Output production	*NA*	*NA*	*NA*	*NA*
Dissemination	*NA*	*NA*	*NA*	*NA*
Monitoring & Evaluation	*Assessment Officer*	*Research Manager*	*NA*	*Programs Officer*
Lessons learned	*Assessment Officer*	*Research Manager*	*Field Manager, Project Officers*	*CCCM Cluster*

6. Data Analysis Plan

Indicator group / sector	Indicator / Variable	Questionnaire Question	Instructions	Questionnaire Responses
IDP Stock	*IDPs present in the location (yes/no)*	*As of [date], are there any IDPs in this location?*	*Select one*	*Yes/No/Not Sure*
IDP Stock	*# of IDP households in the location*	*As of [date], what is the total number of IDP households in the assessed location?*	*Enter number*	
IDP Stock	*# of IDP individuals in the location*	*As of [date], what is the total number of IDP individuals in the assessed location?*	*Enter number*	
IDP Stock in Nearby Camps	*Nearby camps/settlements included in figure (yes/no)*	*Do the numbers you provide include nearby camps and/or informal settlements and/or collective centres and/or other sites that fall under the community's jurisdiction?*	*Select one*	*Yes/No*
IDP Stock in Nearby Camps	*Nearby camps included in KI IDP population figure*	*Which nearby camps and/or informal settlements are included in the numbers you provide?*	*Select multiple*	*Full list of camps and informal sites from ISIMM list and unregistered camps*
IDP Stock in Nearby Camps	*Why nearby camps/settlements are not included in figure*	*Why have you not included nearby camps and/or informal settlements and/or collective centres in your numbers?*	*Select one*	*There are no nearby camps/informal settlements/collective centres/other sites that under the community's jurisdiction/There are nearby camps/informal settlements/collective centres/other sites that fall under the community's jurisdictio but I do not know the numbers in themCamps and sites have statistics separate fr the community/Other*
IDP Stock in Nearby Camps	*# of IDP households residing in nearby camp*	*What is the total number of IDP households that reside in these nearby camps and/or informal settlements and/or collective centers?*	*Enter number*	
IDP Stock in Nearby Camps	*# of IDP individuals residing in nearby camps*	*What is the total number of IDP individuals that reside in these nearby camps and/or informal settlements and/or collective centers?*	*Enter number*	
IDP Stock	*# of IDP households residing in the location for at least 1 month*	*Of the IDP households in this location, how many have been in the location for at least 1 month?*	*Enter number*	

IDP Stock	*# of IDP individuals residing in the location for at least 1 month*	*Of the IDP individuals in this location, how many have been in the location for at least 1 month?*	*Enter number*	
IDP Stock Demographics	*% of IDP stock female*	*Approximately what proportion of the IDP population in the assessed location is female (including children, i.e. all ages)?*	*Enter percentage*	
IDP Stock Demographics	*% of IDP stock male*	*Approximately what proportion of the IDP population in the assessed location is male (including children, i.e. all ages)?*	*Enter percentage*	
IDP Stock Demographics	*% of IDP stock between 0 and 5 years*	*Approximately, what percentage of IDPs are in the age group 0-5*	*Enter percentage*	
IDP Stock Demographics	*% of IDP stock between 6 and 17 years*	*Approximately, what percentage of IDPs are in the age group 6-17*	*Enter percentage*	
IDP Stock Demographics	*% of IDP stock between 18 and 59 years*	*Approximately, what percentage of IDPs are in the age group 18-59*	*Enter percentage*	
IDP Stock Demographics	*% of IDP stock older than 60 years*	*Approximately, what percentage of IDPs are in the age group 60+*	*Enter percentage*	
IDP Arrivals	*IDP arrivals to the location during the coverage period (yes/no)*	*Have IDPs arrived to the assessed location during the coverage period?*	*Select one*	*Yes/No/Not Sure*
IDP Arrivals	*# of IDP households arrived to the location during the coverage period*	*In total how many IDP households arrived to the assessed location during the coverage period*	*Enter number*	
IDP Arrivals	*# of IDP individuals arrived to the location during the coverage period*	*In total how many IDP individuals arrived to the assessed location during the coverage period*	*Enter number*	
IDP Last Place of Departure	*First governorate of last departure*	*From which governorate did IDPs arrive?*	*Select one*	*[List of governorates] + other + Not sure*
IDP Last Place of Departure	*First district of last departure*	*From which district did IDPs arrive?*	*Select one*	*[List of districts] + Not sure*
IDP Last Place of Departure	*First subdistrict of last departure*	*From which subdistrict did IDPs arrive?*	Select one	*[List of subdistricts] + Not sure*
IDP Last Place of Departure	*# of IDP households from first subdistrict of last departure*	*How many households arrived from this subdistrict?*	*Enter number*	
IDP Last Place of Departure	*Second governorate of last departure*	*From which governorate did IDPs arrive?*	*Select one*	*[List of governorates] + other + Not sure*
IDP Last Place of Departure	*Second district of last departure*	*From which district did IDPs arrive?*	*Select one*	*[List of districts] + Not sure*

IDP Last Place of Departure	*Second subdistrict of last departure*	*From which subdistrict did IDPs arrive?*	Select one	*[List of subdistricts] + Not sure*
IDP Last Place of Departure	*# of IDP households from second subdistrict of last departure*	*How many households arrived from this subdistrict?*	*Enter number*	
IDP Last Place of Departure	*Third governorate of last departure*	*From which governorate did IDPs arrive?*	*Select one*	*[List of governorates] + other + Not sure*
IDP Last Place of Departure	*Third district of last departure*	*From which district did IDPs arrive?*	*Select one*	*[List of districts] + Not sure*
IDP Last Place of Departure	*Third subdistrict of last departure*	*From which subdistrict did IDPs arrive?*	Select one	*[List of subdistricts] + Not sure*
IDP Last Place of Departure	*# of IDP households from third subdistrict of last departure*	*How many households arrived from this subdistrict?*	*Enter number*	
IDP Departures	*IDP departures from the location during coverage period (yes/no)*	*Have IDP households left the assessed location during the coverage period?*	Select one	*Yes/No/Not Sure*
IDP Departures	*# of IDPs households that left the location during the coverage period*	*How many IDP households left this location during the coverage period?*	*Enter number*	
IDP Push Factors	*First most common push factor for IDPs*	*For IDPs who arrived between during the coverage period, what was the first most common push factor causing them to leave their last place(s) of departure?*	Select one	*General insecurity (e.g. kidnappings, harassment, bombings)/Escalation of ground based conflict/Escalation of aerial bombardment/Anticipation of future conflict escalation/Loss of income/Loss of assets/Reduced access to humanitarian assistance/Reduced access to food/Reduced access to water/Reduced access to NFIs and electricity/Reduced access to health services/Reduced access to shelter (including increases in rent prices)/Reduced access to education/Access to money pay for movement/Opening of safe passages to elsewhere/IDPs only intended to s in the community as transit location/Anticipation of forced recruitment to armed groups/Tensions between IDPs and host community members/Other/Not sure*
IDP Push Factors	*Second most common push factor for IDPs*	*For IDPs who arrived between during the coverage period, what was the second most common push factor causing them to leave their last place(s) of departure?*	Select one	*General insecurity (e.g. kidnappings, harassment, bombings)/Escalation of ground based conflict/Escalation of aerial bombardment/Anticipation of future conflict escalation/Loss of income/Loss of assets/Reduced access to humanitarian assistance/Reduced access to food/Reduced access to water/Reduced access to NFIs and electricity/Reduced access to health services/Reduced access to shelter (including increases in rent prices)/Reduced access to education/Access to money pay for movement/Opening of safe passages to elsewhere/IDPs only intended to s in the community as transit location/Anticipation of forced recruitment to armed groups/Tensions between IDPs and host community members/Other/Not sure*

IDP Push Factors	*Third most common push factor for IDPs*	*For IDPs who arrived between during the coverage period, what was the third most common push factor causing them to leave their last place(s) of departure?*	Select one	*General insecurity (e.g. kidnappings, harassment, bombings)/Escalation of ground based conflict/Escalation of aerial bombardment/Anticipation of future conflict escalation/Loss of income/Loss of assets/Reduced access to humanitarian assistance/Reduced access to food/Reduced access to water/Reduced access to NFIs and electricity/Reduced access to health services/Reduced access to shelter (including increases in rent prices)/Reduced access to education/Access to money pay for movement/Opening of safe passages to elsewhere/IDPs only intended to s in the community as transit location/Anticipation of forced recruitment to armed groups/Tensions between IDPs and host community members/Other/Not sure*
IDP Pull Factors	*First most common pull factor for IDPs*	*For IDPs who arrived between during the coverage period, what was the first most common pull factor causing them to leave their last place(s) of departure?*	Select one	*Family ties/host community relationship/Safety and security situation in the assess location/Access to income and employment opportunities/Access to humanitarian assistance/Access to food/Access to water/Access to NFIs and electricity/Access t health services/Access to shelter/shelter support/Access to education/Return to community of semi-permanent settlement (IDPs)/Intention to stay in the assessed location for transit only/Proximity to community of origin/last place of departure/Assumed possibility for cross-border movement from the assessed location/Availability of safe passages to the assessed location/Change in administration/governing authorities/Other/Not sure*
IDP Pull Factors	*Second most common pull factor for IDPs*	*For IDPs who arrived between during the coverage period, what was the second most common pull factor causing them to leave their last place(s) of departure?*	Select one	*Family ties/host community relationship/Safety and security situation in the assess location/Access to income and employment opportunities/Access to humanitarian assistance/Access to food/Access to water/Access to NFIs and electricity/Access t health services/Access to shelter/shelter support/Access to education/Return to community of semi-permanent settlement (IDPs)/Intention to stay in the assessed location for transit only/Proximity to community of origin/last place of departure/Assumed possibility for cross-border movement from the assessed location/Availability of safe passages to the assessed location/Change in administration/governing authorities/Other/Not sure*
IDP Pull Factors	*Third most common pull factor for IDPs*	*For IDPs who arrived between during the coverage period, what was the third most common pull factor causing them to leave their last place(s) of departure?*	Select one	*Family ties/host community relationship/Safety and security situation in the assess location/Access to income and employment opportunities/Access to humanitarian assistance/Access to food/Access to water/Access to NFIs and electricity/Access t health services/Access to shelter/shelter support/Access to education/Return to community of semi-permanent settlement (IDPs)/Intention to stay in the assessed location for transit only/Proximity to community of origin/last place of departure/Assumed possibility for cross-border movement from the assessed location/Availability of safe passages to the assessed location/Change in administration/governing authorities/Other/Not sure*
Shelter Type	*Most common shelter type for new IDP arrivals*	*Which type of shelter arrangement do most IDPs that arrived during the coverage period live in?*	Select one	*Solid/finished apartment/Solid/finished house/Collective centre/Unfinished/damage building/Informal settlement/Makeshift shelter/Non-residential/public building/Individual tents/Open areas/Other/Not sure*

Shelter Type	*% of new IDP arrivals living in solid/finished apartments*	*What proportion of IDPs that arrived during the coverage period is living in:*	*Enter number*	
Shelter Type	*% of new IDP arrivals living in solid/finished houses*	*What proportion of IDPs that arrived during the coverage period is living in:*	*Enter number*	
Shelter Type	*% of new IDP arrivals living in collective centers*	*What proportion of IDPs that arrived during the coverage period is living in:*	*Enter number*	
Shelter Type	*% of new IDP arrivals living in unfinished/damaged buildings*	*What proportion of IDPs that arrived during the coverage period is living in:*	*Enter number*	
Shelter Type	*% of new IDP arrivals living in informal settlements*	*What proportion of IDPs that arrived during the coverage period is living in:*	*Enter number*	
Shelter Type	*% of new IDP arrivals living in makeshift shelters*	*What proportion of IDPs that arrived during the coverage period is living in:*	*Enter number*	
Shelter Type	*% of new IDP arrivals living in non-residental public buildings*	*What proportion of IDPs that arrived during the coverage period is living in:*	*Enter number*	
Shelter Type	*% of new IDP arrivals living in individual tents*	*What proportion of IDPs that arrived during the coverage period is living in:*	*Enter number*	
Shelter Type	*% of new IDP arrivals living in open areas*	*What proportion of IDPs that arrived during the coverage period is living in:*	*Enter number*	
Shelter Type	*% of new IDP arrivals living in other shelter arrangements*	*What proportion of IDPs that arrived during the coverage period is living in:*	*Enter number*	
Priority Needs	*1st priority need*	*What is the first top priority need of the affected population in the location*	Select one	*Shelter/Health/NFIs/Food/Education/WASH/Winterization/Protection/Livelihoods/C or voucher assistance/Safety and security/Other/Not sure*
Priority Needs	*2nd priority need*	*What is the seocnd top priority need of the affected population in the location*	Select one	*Shelter/Health/NFIs/Food/Education/WASH/Winterization/Protection/Livelihoods/C or voucher assistance/Safety and security/Other/Not sure*
Priority Needs	*3rd priority need*	*What is the third top priority need of the affected population in the location*	Select one	*Shelter/Health/NFIs/Food/Education/WASH/Winterization/Protection/Livelihoods/C or voucher assistance/Safety and security/Other/Not sure*

Expected Departures	*Households intending to depart from this location within the next two weeks (yes/no)*	*Given the current situation, are there any households in this location intending to depart in the next two weeks?*	Select one	*Yes/No/Not Sure*
Expected Departures	*% of population expected to leave within the next two weeks*	*Approximately what percentage of the population do you expect to leave within the next two weeks?*	Enter number	
Expected Departures	*Most common governorate of intended destination*	*What is the most common governorate of intended destination?*	*Select one*	*[List of governorates] + other + Not sure*
Expected Departures	*Most common district of intended destination*	*What is the most common district of intended destination?*	*Select one*	*[List of districts] + Not sure*
Expected Departures	*Most common subdistrict of intended destination*	*What is the most common sub-district of intended destination?*	Select one	*[List of subdistricts] + Not sure*
Spontaneous Returns	*Returns to the location during coverage period (yes/no)*	*Has any of the resident/pre-conflict population that was previously displaced returned to the assessed location during the coverage period?*	Select one	*Yes/No/Not Sure*
Spontaneous Returns	*# of household returns to the location during the coverage period*	*In total, how many resident/pre-conflict households that were previously displaced have returned to the assessed location during the coverage period*	*Enter number*	
SR Last Place of Departure	*First governorate of last departure*	*From which governorate did returnees arrive?*	*Select one*	*[List of governorates] + other + Not sure*
SR Last Place of Departure	*First district of last departure*	*From which district did returnees arrive?*	*Select one*	*[List of districts] + Not sure*
SR Last Place of Departure	*First subdistrict of last departure*	*From which subdistrict did returnees arrive?*	Select one	*[List of subdistricts] + Not sure*
SR Last Place of Departure	*# of returnee households from first subdistrict of last departure*	*How many households arrived from this subdistrict?*	*Enter number*	
SR Last Place of Departure	*Second governorate of last departure*	*From which governorate did returnees arrive?*	*Select one*	*[List of governorates] + other + Not sure*
SR Last Place of Departure	*Second district of last departure*	*From which district did returnees arrive?*	*Select one*	*[List of districts] + Not sure*
SR Last Place of Departure	*Second subdistrict of last departure*	*From which subdistrict did returnees arrive?*	Select one	*[List of subdistricts] + Not sure*
SR Last Place of Departure	*# of returnee households from second subdistrict of last departure*	*How many households arrived from this subdistrict?*	*Enter number*	

SR Last Place of Departure	Third governorate of last departure	From which governorate did returnees arrive?	Select one	[List of governorates] + other + Not sure
SR Last Place of Departure	Third district of last departure	From which district did returnees arrive?	Select one	[List of districts] + Not sure
SR Last Place of Departure	Third subdistrict of last departure	From which subdistrict did returnees arrive?	Select one	[List of subdistricts] + Not sure
SR Last Place of Departure	# of returnee households from third subdistrict of last departure	How many households arrived from this subdistrict?	Enter number	
Returnee Push Factors	First most common push factor for Returnees	For SRs who arrived during the coverage period, what was the first most common push factor causing them to leave their last place(s) of departure?	Select one	General insecurity (e.g. kidnappings, harassment, bombings)/Escalation of ground based conflict/Escalation of aerial bombardment/Anticipation of future conflict escalation/Loss of income/Loss of assets/Reduced access to humanitarian assistance/Reduced access to food/Reduced access to water/Reduced access to NFIs and electricity/Reduced access to health services/Reduced access to shelter (including increases in rent prices)/Reduced access to education/Access to money pay for movement/Opening of safe passages to elsewhere/IDPs only intended to s in the community as transit location/Anticipation of forced recruitment to armed groups/Tensions between IDPs and host community members/Other/Not sure
Returnee Push Factors	Second most common push factor for Returnees	For SRs who arrived during the coverage period, what was the second most common push factor causing them to leave their last place(s) of departure?	Select one	General insecurity (e.g. kidnappings, harassment, bombings)/Escalation of ground based conflict/Escalation of aerial bombardment/Anticipation of future conflict escalation/Loss of income/Loss of assets/Reduced access to humanitarian assistance/Reduced access to food/Reduced access to water/Reduced access to NFIs and electricity/Reduced access to health services/Reduced access to shelter (including increases in rent prices)/Reduced access to education/Access to money pay for movement/Opening of safe passages to elsewhere/IDPs only intended to s in the community as transit location/Anticipation of forced recruitment to armed groups/Tensions between IDPs and host community members/Other/Not sure
Returnee Push Factors	Third most common push factor for Returnees	For SRs who arrived during the coverage period, what was the third most common push factor causing them to leave their last place(s) of departure?	Select one	General insecurity (e.g. kidnappings, harassment, bombings)/Escalation of ground based conflict/Escalation of aerial bombardment/Anticipation of future conflict escalation/Loss of income/Loss of assets/Reduced access to humanitarian assistance/Reduced access to food/Reduced access to water/Reduced access to NFIs and electricity/Reduced access to health services/Reduced access to shelter (including increases in rent prices)/Reduced access to education/Access to money pay for movement/Opening of safe passages to elsewhere/IDPs only intended to s in the community as transit location/Anticipation of forced recruitment to armed groups/Tensions between IDPs and host community members/Other/Not sure
Returnee Pull Factors	First most common pull factor for Returnees	For SRs who arrived during the coverage period, what was the first most common pull factor causing them to choose this assessed location as their destination?	Select one	Family ties/host community relationship/Safety and security situation in the assess location/Access to income and employment opportunities/Access to humanitarian assistance/Access to food/Access to water/Access to NFIs and electricity/Access t health services/Access to shelter/shelter support/Access to education/Return to

				community of semi-permanent settlement (IDPs)/Intention to stay in the assessed location for transit only/Proximity to community of origin/last place of departure/Assumed possibility for cross-border movement from the assessed location/Availability of safe passages to the assessed location/Change in administration/governing authorities/Other/Not sure
Returnee Pull Factors	*Second most common pull factor for Returnees*	*For SRs who arrived during the coverage period, what was the second most common pull factor causing them to choose this assessed location as their destination?*	Select one	*Family ties/host community relationship/Safety and security situation in the assessed location/Access to income and employment opportunities/Access to humanitarian assistance/Access to food/Access to water/Access to NFIs and electricity/Access to health services/Access to shelter/shelter support/Access to education/Return to community of semi-permanent settlement (IDPs)/Intention to stay in the assessed location for transit only/Proximity to community of origin/last place of departure/Assumed possibility for cross-border movement from the assessed location/Availability of safe passages to the assessed location/Change in administration/governing authorities/Other/Not sure*
Returnee Pull Factors	*Third most common pull factor for Returnees*	*For SRs who arrived during the coverage period, what was the third most common pull factor causing them to choose this assessed location as their destination?*	Select one	*Family ties/host community relationship/Safety and security situation in the assessed location/Access to income and employment opportunities/Access to humanitarian assistance/Access to food/Access to water/Access to NFIs and electricity/Access to health services/Access to shelter/shelter support/Access to education/Return to community of semi-permanent settlement (IDPs)/Intention to stay in the assessed location for transit only/Proximity to community of origin/last place of departure/Assumed possibility for cross-border movement from the assessed location/Availability of safe passages to the assessed location/Change in administration/governing authorities/Other/Not sure*
Resident Stock	*Residents present in the location (yes/no)*	*Were there any resident/pre-conflict population households in the assessed location on [date]?*	Select one	*Yes/No/Not Sure*
Resident Stock	*# of Resident households in the location*	*What was the total number of resident/pre-conflict population households in the assessed location on [date]?*	*Enter number*	
Resident Stock	*# of Resident individuals in the location*	*What was the total number of resident/pre-conflict population individuals in the assessed location on [date]?*	*Enter number*	
Resident Stock Demographics	*% of Resident stock female*	*Approximately what proportion of the Resident population in the assessed location is female (including children, i.e. all ages)?*	*Enter percentage*	
Resident Stock Demographics	*% of Resident stock male*	*Approximately what proportion of the Resident population in the assessed location is male (including children, i.e. all ages)?*	*Enter percentage*	
Resident Stock Demographics	*% of Resident stock between 0 and 5 years*	*Approximately, what percentage of Residents are in the age group 0-5*	*Enter percentage*	

Resident Stock Demographics	*% of Resident stock between 6 and 17 years*	*Approximately, what percentage of Residents are in the age group 6-17*	*Enter percentage*	
Resident Stock Demographics	*% of Resident stock between 18 and 59 years*	*Approximately, what percentage of Residents are in the age group 18-59*	*Enter percentage*	
Resident Stock Demographics	*% of Resident stock older than 60 years*	*Approximately, what percentage of Residents are in the age group 60+*	*Enter percentage*	

7. 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	□ NA
		# of downloads of x product from Relief Web	Country request to HQ		□ NA
		# of downloads of x product from Country level platforms	Country team		□ NA
		# of page clicks on x product from REACH global newsletter	Country request to HQ		□ NA
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly	Country team		□ NA
		# of visits to x webmap/x dashboard	Country request to HQ		□ NA
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	*[List here relevant HPC-documents to be monitored: E.g. Iraq HNO 2018, Iraq Flash Appeal Mosul, Shelter Cluster strategy]* *[List here relevant agency-documents to be monitored: E.g. UNHCR Country Strategy, UNICEF WASH Response Strategy]*
		# references in single agency documents			
Humanitarian stakeholders are	Humanitarian actors use IMPACT evidence/products as a	Perceived relevance of IMPACT country-programs	Country team	Usage_Feedback *and*	*[Outline here the usage survey to be implemented for this research cycle*

using IMPACT products	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 usefulness and influence of IMPACT outputs		Usage_Survey template	*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]*
		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	□ NA
		# of organisations/clusters inputting in research design and joint analysis			□ NA
		# of organisations/clusters attending briefings on findings;			□ NA

ANNEX 1: METHODOLOGY NOTES (IF RELEVANT)

ANNEX 2: [OTHER SPECIFY]