

Research Terms of Reference

Northeast Syria Cost of Business Assessment

SYR2211

Syria

September 2022

Version 1

REACH Informing
more effective
humanitarian action

1. Executive Summary

Country of intervention	Syria				
Type of Emergency	<input type="checkbox"/>	Natural disaster	<input checked="" type="checkbox"/>	Conflict	<input type="checkbox"/> Other (<i>specify</i>)
Type of Crisis	<input type="checkbox"/>	Sudden onset	<input type="checkbox"/>	Slow onset	<input checked="" type="checkbox"/> Protracted
Mandating Body/ Agency	Northeast Syria (NES) Early Recovery and Livelihoods (ERL) Working Group				
IMPACT Project Code	SDC				
Overall Research Timeframe (<i>from research design to final outputs / M&E</i>)	01/08/2022 to 15/11/2022				
Research Timeframe <i>Add planned deadlines (for first cycle if more than 1)</i>	1. Pilot/training: 19/09/2022		6. Preliminary presentation for validation: 27/10/2022		
	2. Start collect data: 25/09/2022		7. Outputs sent for validation: 03/11/2022		
	3. Data collected: 06/10/2022		8. Outputs published: 10/11/2022		
	4. Data analysed: 09/10/2022		9. Final presentation: 15/11/2022		
	5. Data sent for validation: 20/10/2022 Note – the cleaning script and the data will be sent first, followed by the analysis script and the data.				
Number of assessments	<input checked="" type="checkbox"/>	Single assessment (one cycle)			
	<input type="checkbox"/>	Multi assessment (more than one cycle)			
Humanitarian milestones <i>Specify what will the assessment inform and when e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;</i>	Milestone		Deadline		
	<input type="checkbox"/>	Donor plan/strategy	__/__/____		
	<input type="checkbox"/>	Inter-cluster plan/strategy	__/__/____		
	<input checked="" type="checkbox"/>	Cluster plan/strategy	No set deadlines, final presentation and outputs aiming to influence 2023 sectoral strategising		
	<input checked="" type="checkbox"/>	NGO platform plan/strategy	No set deadlines, final presentation and outputs aiming to influence NGOs as they draft their 2023 proposals		
	<input type="checkbox"/>	Other (Specify):	__/__/____		
Audience Type & Dissemination <i>Specify who will the assessment inform and how you will</i>	Audience type		Dissemination		
	<input type="checkbox"/> Strategic		X General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors)		
	<input checked="" type="checkbox"/> Programmatic				
	<input checked="" type="checkbox"/> Operational				

disseminate to inform the audience	<input type="checkbox"/> [Other, Specify]		X Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting X Presentation of findings (e.g. at HCT meeting; Cluster meeting) X Website Dissemination (Relief Web & REACH Resource Centre) <input type="checkbox"/> [Other, Specify]	
Detailed dissemination plan required	<input type="checkbox"/>	Yes	X	No
General Objective	To inform early recovery and livelihoods programming in Ar-Raqqa and Al-Hasakeh subdistricts in Northeast Syria (NES) through providing information on the one-off and operating costs of micro, small, and medium enterprises (MSMEs) ¹ across key sectors ² and to gain an understanding of the key barriers they face for business viability or growth to organisations currently providing or planning to provide grant transfer values.			
Specific Objective(s)	1. To provide costs of item and service expenditures for MSMEs across four key sectors in NES, focusing on one-off and on-going operating costs incurred, as well as start-up cost estimates of productive assets in today's market. 2. To provide business expense profiles for businesses across four key sectors covering a range of micro, small and medium enterprises to support the development of a "Minimum Expenditure Basket" (MEB). 3. To identify key barriers MSMEs face in trying to maintain or expand their business in assessed markets.			
Research Questions	1. What are the costs of item and service expenditures for MSMEs across key sectors in NES? 1.1. What are the actual one-off and on-going operating costs incurred by businesses in assessed sectors? 1.2. What are the estimated costs of productive assets in today's market to establish businesses in assessed sectors? 2. What are the minimum expenditure costs in assessed markets for businesses of various sizes across key sectors in assessed markets? 3. What challenges do MSMEs face in maintaining or growing their business in assessed markets?			
Geographic Coverage	Urban areas in Al-Hasakeh (100 surveys) and Ar-Raqqa (75 surveys) sub-districts in NES			
Secondary data sources	<ul style="list-style-type: none"> Business plans submitted to ERL partners USAID Private Sector Assessment and Value Chain Analyses in Northeast Syria REACH Labour Market Profiles, Al-Hasakeh City and Ar-Raqqa³ 			
Population(s) <i>Select all that apply</i>	<input type="checkbox"/>	IDPs in camp	<input type="checkbox"/>	IDPs in informal sites
	<input type="checkbox"/>	IDPs in host communities	<input type="checkbox"/>	IDPs [Other, Specify]
	<input type="checkbox"/>	Refugees in camp	<input type="checkbox"/>	Refugees in informal sites
	<input type="checkbox"/>	Refugees in host communities	<input type="checkbox"/>	Refugees [Other, Specify]

¹ Local definitions of MSMEs vary from country to country. Based on the context in NES and for the purposes of this assessment they are defined as follows based on the number of employees they report (including owners) – micro: 1-3 employees; small 4-10 employees; medium: 11-50 employees.

² Based on current information gaps within the ERL Sector in NES these sectors include the following: Agricultural Food Processing and Food Production; Services (provision of services as opposed to goods or product production, for example transportation, training, consulting, health care, financial); Industry; Commercial Retail / Trade

³ REACH, [Labour Market Profile, Ar-Raqqa City](#), March 2022; [Labour Market Profile, Al-Hasakeh City](#), March 2022

	<input type="checkbox"/>	Host communities	<input checked="" type="checkbox"/>	Business owners
Stratification <i>Select type(s) and enter number of strata</i>	<input checked="" type="checkbox"/>	Geographical #: 2 subdistricts: Al-Hasakeh and Ar-Raqqa Population size per strata is known? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/>	Group #: 4 sectors: Agricultural Food Processing and Food Production; Services; Industry; Commercial Retail / Trade Population size per strata is known? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<input type="checkbox"/>	[Other Specify] #: __ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Data collection tool(s)	<input checked="" type="checkbox"/>	Structured (Quantitative)	<input type="checkbox"/>	Semi-structured (Qualitative)
		Sampling method		Data collection method
Structured data collection tool # 1 <i>Select sampling and data collection method and specify target # interviews</i>	<input checked="" type="checkbox"/>	Purposive <input type="checkbox"/> Probability / Simple random <input type="checkbox"/> Probability / Stratified simple random <input type="checkbox"/> Probability / Cluster sampling <input type="checkbox"/> Probability / Stratified cluster sampling <input type="checkbox"/> [Other, Specify]	<input type="checkbox"/>	Key informant interview (Target #):_____ <input type="checkbox"/> Group discussion (Target #):_____ <input type="checkbox"/> Household interview (Target #):_____ <input checked="" type="checkbox"/> Individual interview (Target #): 175 <input type="checkbox"/> Direct observations (Target #):_____ <input type="checkbox"/> [Other, Specify] (Target #):_____
Data management platform(s)	<input checked="" type="checkbox"/>	IMPACT	<input type="checkbox"/>	UNHCR
	<input type="checkbox"/>	[Other, Specify]		
Expected output type(s)	<input type="checkbox"/>	Situation overview #: __	<input type="checkbox"/>	Report #: __
	<input type="checkbox"/>	Presentation (Preliminary findings) #: __	<input checked="" type="checkbox"/>	Presentation (Final) #: 1
	<input type="checkbox"/>	Interactive dashboard #: __	<input type="checkbox"/>	Webmap #: __
	<input type="checkbox"/>	[Other, Specify] #: __	<input type="checkbox"/>	Map #: __
Access	<input checked="" type="checkbox"/>	Public (available on REACH resource center and other humanitarian platforms)		
	<input type="checkbox"/>	Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)		
Visibility <i>Specify which logos should be on outputs</i>		All products to be jointly branded as outputs of REACH and the Northeast Syria Early Recovery Livelihoods (NES ERL) Working Group		
		Donor: SDC – logo will not appear on final output		
		Coordination Framework: NES ERL Working Group		
		Partners: TBC		

2. Rationale

2.1 Background

Economic activity in Syria has halved since the beginning of the conflict in 2011 as a result of large losses of human capital that has disrupted social and economic networks, destroyed infrastructure, degraded basic services, and disrupted trade.⁴ Compounding this, the Syrian economy has suffered from COVID-19, prolonged droughts and changing climate conditions, rapid currency depreciation, high inflation, and the knock-on effects from the crises in Lebanon, Türkiye, and Ukraine. Such factors have contributed to pushing commodity and fuel prices up greatly eroding the purchasing power of the population,

⁴ The World Bank, [Syria Economic Monitor](#), Spring 2022

one of the key drivers of humanitarian need.⁵ A Multi-Sector Needs Assessment in 2021 showed that a majority of respondents in NES reported that they could not afford essential items in the market where prices are highly volatile.⁶ According to the Syria Joint Market Monitoring Initiative, the price of the food component of the Survival Minimum Expenditure Basket in NES has increased by 70% in the past six months.⁷

Insufficient income and lack of employment opportunities forces households in NES to rely on negative coping strategies, including borrowing money to buy food or other essentials, sending children to work, and purchasing items on credit.⁸ Recent Labour Market Assessments in NES revealed that over two thirds of respondents in both Al-Hasakeh city and Ar-Raqqa city reported that lack of job opportunities prevented them from finding employment, while an additional one-third of respondents in both cities cited high competition for jobs as a key barrier to finding employment.⁹ In addition, 38% of respondents in Ar-Raqqa and 22% of respondents in Al-Hasakeh reported wanting to start their own business but lacking resources to do so. In this context, the NES Economic Recovery and Livelihoods (ERL) Sector has prioritised implementation of livelihood interventions to help households meet immediate needs and support socio-economic actors, including individuals and MSMEs, to be drivers of local economic activity and employment growth within targeted communities.¹⁰ This has involved, among other activities, the provision of cash value grants to businesses, primarily focusing on micro and small enterprises to date. With the aim of expanding and better targeting such support to include a greater variety of business sizes and sectors, ERL actors need more information on the actual operating costs faced by MSMEs in NES across different sectors, as well as the key challenges business owners face in maintaining or growing their businesses.

2.2 Intended impact

Access to livelihood opportunities is consistently reported as one of the main priorities for Syrians in NES to enable greater self-reliance and agency.¹¹ Support to MSMEs can increase employment opportunities and community resilience given they are a primary source of net job creation and therefore play a major role in improving welfare at the individual, household and community level, ultimately reducing dependence on external assistance. There is currently, however, limited information on the actual costs of business expenditures in NES, particularly for businesses larger than micro-enterprise size, to enable actors providing or wanting to provide financial support to ensure grants meet the economic realities on the ground. As such the CBA would enable the development of evidence-based guidelines for organisations to set the value of their business grants by consolidating what is already known about the cost structures of micro-enterprises that provide important household level support to vulnerable families, while also providing new information to support larger enterprises in different sectors that have the potential to impact employment generation within the community. Further, a deeper understanding of the barriers business owners face in maintaining or growing their business would support ERL actors in the design of their grant value transfer programs as well as support closer linkages with other ERL activities that aim to enhance livelihoods, improve access to basic services, or rehabilitate value chains. As such REACH in partnership with the NES ERL Working Group will conduct a CBA in selected markets in NES to assess the cost of expenditures for MSMEs and support the development of a MEB that could in turn guide financial support provided for MSMEs.

3. Methodology

3.1 Methodology overview

The CBA is an assessment patterned on the Syria Joint Market Monitoring Initiative with the aim of quantifying the operational costs faced by MSMEs and the barriers they face in trying to maintain or expand their businesses. Via structured individual

⁵ REACH, [Joint Market Monitoring Initiative Dashboard](#), 2022

⁶ OCHA, [Humanitarian Needs Overview, Syrian Arab Republic](#), 2022

⁷ NES Cash Working Group, [Syria Joint Market Monitoring Initiative](#), August, 2022

⁸ REACH, [Humanitarian Situation Overview in Syria \(HSOS\)](#), Northeast Syria, July 2022

⁹ REACH, [Labour Market Profile, Ar-Raqqa City](#), March 2022; [Labour Market Profile, Al-Hasakeh City](#), March 2022

¹⁰ Humanitarian Response Plan 2022 - 2023

¹¹ REACH, [Humanitarian Situation Overview in Syria \(HSOS\) Dashboard](#), 2022

interviews (IIs), purposively selected owners of 175 business across four key sectors in both Al- Hasakeh and Ar-Raqqa will be asked to estimate their businesses' expenditures on items and services across a variety of categories, providing both actual numbers of one-off and recurring operational costs, as well as estimates of the cost of productive assets in today's market. The results will be assembled into business expense profiles across four key sectors including a range of micro, small and medium enterprises sizes. This will in turn point the way toward the eventual development of a MEB to guide financial support provided to MSMEs. This assessment will also aim to identify barriers to the functioning of different types of businesses as well as barriers to business expansion where desired. The CBA will be run by REACH on behalf of and in close collaboration with the NES ERL Working Group.

3.2 Population of interest

The CBA will be initially implemented in NES, with the possibility of expanding the model to Northwest Syria (NWS) in partnership with the ERL sector there. Data collection will take place in the subdistricts of Ar-Raqqa and Al-Hasakeh, with a focus on the central cities in each of these subdistricts, based on the presence of early recovery actors and target MSMEs in these areas.

3.3 Secondary data review

- *Business plans submitted to ERL partners* – to finalize lists of targeted MSME categories and items/services to monitor
- *USAID Private Sector Assessment and Value Chain Analyses in Northeast Syria* – for initial scoping, selecting assessment sites, finalizing lists of targeted MSME categories, and identifying starting points for snowball sampling
- *REACH Labour Market Profiles, Al-Hasakeh City and Ar-Raqqa City*¹² – for insight into MSME characteristics and sampling methodologies

3.4 Primary data collection

Data collection for the CBA will be conducted by REACH in Ar-Raqqa and Al-Hasakeh subdistricts. In these areas, MSMEs will be targeted for interviews based primarily on their sector, with a focus on four key sectors of interest to the ERL sector: Agricultural Processing and Food Production; Services; Industry; and Commercial Retail / Trade. These sectors have been identified by the NES ERL working group as important sectors for employment generation where there is also less information on their cost expenditures. Within each of these four strata, enumerators will be asked to target businesses to include a variation of business sizes based on the number of employees (including the owners) they report. Enumerators will also seek out MSMEs that do not have a physical storefront or market stall, operating instead via mobile phones, internet sites, or social media.

These additional criteria beyond business sector will not, however, represent formal strata, and quotas will not be implemented. That is, formal quotas for each sector will be the primary stratification and in addition to this, as much as possible, enumerators will try to meet informal size quotas within each sector.

Enumerators will have the capacity to conduct 100 interviews in Al-Hasakeh subdistrict and 75 in Ar-Raqqa subdistrict. The following loose quotas will be implemented for each stratum within each assessed subdistrict:

Stratum (sector category)	Interview quotas			
	Al-Hasakeh		Ar-Raqqa	
Agricultural Processing and Food Production	25	12 micro, 10 small, and 3	18	10 micro, 7 small, and 2

¹² REACH, [Labour Market Profile, Ar-Raqqa City](#), March 2022; [Labour Market Profile, Al-Hasakeh City](#), March 2022

Services	25	medium	per	19	medium	per
Industry	25	sector ¹³		19	sector	
Commercial Retail / Trade	25			19		
Total per subdistrict	100			75		
Total assessment sample (2 subdistricts)			175			

Sampling will be purposive and will rely heavily on snowball sampling, particularly for larger businesses, agricultural enterprises, and other MSMEs likely to be located outside of central marketplaces. Enumerators will be provided with a small initial list of “seeds”—interviewees representing MSMEs of diverse sizes in diverse sectors, sourced from the USAID NES business database as well as from ERL working group members themselves—and will be expected to use snowball sampling techniques to obtain further contacts in each stratum that meet each additional criterion, to the extent that such businesses exist in the target subdistricts.

In each assessed location, field coordinators will be responsible for conducting scoping exercises in local markets and identifying minimum numbers of MSMEs falling into each stratum as per the criteria above. If an assessed location does not have a sufficient number of businesses falling into a certain stratum, quotas will be adjusted to reflect realities on the ground and ensure that samples remain indicative.

As mentioned above, data collection will take place in Ar-Raqqa and Al-Hasakeh subdistricts, with a focus on MSMEs based in and near urban centres within these subdistricts. Within each assessed subdistrict, field teams will sample primarily from the location's central marketplace(s), particularly when targeting services and commercial / retail enterprises that tend to congregate in a physical marketplace. That said, they are also free to target businesses outside the immediate vicinity of the marketplace, at the team leader's discretion, to enable them to include more rural enterprises such as agricultural production businesses, as well as medium enterprises such as retailers and factories that require larger facilities outside of central neighbourhoods.

The CBA will rely on structured quantitative data collection tools coded in KoBo. All data will be collected using the KoBoCollect Android app and submitted to a central REACH KoBo server prior to the end of the data collection window. PDF versions of the data collection tool will be provided for enumerators to use in case of technical difficulty, but any data collected using PDF or printed forms will need to be uploaded to KoBo by the end of the same day. No data collection will take place as part of the CBA until targeted areas have been deemed sufficiently safe and secure by enumerators from REACH or a partner organisation. Field Coordinators are responsible for continuously monitoring the security situation and the safety of its enumerators in the locations in which it collects data.

3.5 Data processing and analysis

Data collection and entry will be accomplished using KoBoCollect. Forms will be coded by REACH and deployed on a central KoBo server. Following data collection, REACH assessment staff will clean and triangulate the collected data in several ways:

- Data processing, cleaning, and HQ validation will be accomplished using a collection of R scripts and a shared GitHub account. The R script will populate a list of total expenditures by category to be followed up on. This list of questionable data points will be double-checked by the assessment staff for relevance (screening for type 1 error) and completeness (screening for type 2 error).

¹³ The breakdown of interviews according to business size are included as informal quotas within each sector to guide enumerators

- The assessment team will then conduct follow-ups with field teams from REACH and any participating data collection partners. Follow-ups will occur twice: first to cover issues that were flagged during cleaning, and second to receive further context on selected responses.
- Data analysis will begin with R scripts that aggregate median values per expenditure category across each location, size of business, and type of business. The R scripts will additionally calculate the prevalence of reported barriers and bottlenecks to smooth functioning within each stratum and location. These analysis aids will be used in conjunction with the dataset and follow-up information to complete a situation overview.

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 (<i>specifically by: seeking informed consent, designing length of survey/ discussion while being considerate of participants' time, ensuring accurate reporting of information provided</i>)?	Yes	
... Does not expose data collectors to any risks as a direct result of participation in data collection?	No	<p>Exposure to COVID-19 remains a risk in the field.</p> <p>As such, enumerators are advised to take precautionary measures including wearing a mask and carrying hand sanitizer with them (both supplied), conducting interviews in a space with open windows and ventilation, avoiding any direct contact with the KI. Enumerators are able to withdraw from the interview if they are concerned about the health of the interviewee.</p>
... Does not expose respondents / their communities to any risks as a direct result of participation in data collection?	No	<p>Exposure to COVID-19 remains a risk in the field.</p> <p>As such, enumerators are instructed to stop data collection in the event they develop COVID-19 symptoms.</p> <p>Enumerators are also advised not to have any physical contact with the interviewee, wear face masks during the interview and use sanitizer (both supplied).</p>
... Does not involve collecting information on specific topics which may be stressful and/ or re-traumatizing 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

Table 3: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
<i>Research design</i>	Global Assessment Specialist, Assessment Officer	Global Assessment Specialist	ERL Working Group Coordinator, Operations Unit, HQ	REACH Country Coordinator, RER Research Manager
<i>Supervising data collection</i>	Field Manager	Assessment Officer	Global Assessment Specialist, RER Research Manager	Senior Operations Manager
<i>Data processing (checking, cleaning)</i>	Data Officer	Data Officer	Field Teams, Assessment Officer, HQ	Global Assessment Specialist
<i>Data analysis</i>	Data Officer	Data Officer	Field Teams, Assessment Officer, HQ	Global Assessment Specialist
<i>Output production</i>	Assessment Officer	Assessment Officer	Global Assessment Specialist, HQ Reporting Unit	ERL Working Group Coordinator
<i>Dissemination</i>	Assessment Officer	Assessment Officer	ERL Working Group Coordinator, RER Research Manager	REACH Country Coordinator, Global Assessment Specialist
<i>Monitoring & Evaluation</i>	Assessment Officer	Assessment Officer	ERL Working Group Coordinator, Program Development and Reporting Unit, HQ Research Department	RER Research Manager
<i>Lessons learned</i>	Assessment Officer	Assessment Officer	ERL Working Group Coordinator, HQ Research Department	REACH Country Coordinator, RER Research Manager, Global Assessment Specialist

6. Data Analysis Plan

Research question	IN #	Data collection method	Indicator / Variable	Question	Responses	Data collection level	Sampling	Aggregation / Disaggregation	Aggregation / Disaggregation - <u>First indicator / variable</u>	Aggregation / Disaggregation - <u>Second indicator / variable</u>	Aggregation / Disaggregation - <u>Third indicator / variable</u>	Weighting?	Adjust for design effect?	Significance test?	Included in final analysis?	If not, explain:
Metadata: Business details																
NA	MD. 1	II	Date of data collection	Date of data collection	date	Individual	Purposive	NA							No	Metadata
NA	MD. 2	II	Enumerator or ID	Enumerator ID	text	Individual	Purposive	NA							No	Metadata
NA	MD. 3	II	Type of data collection	Type of data collection	Face-to-face Remote	Individual	Purposive	NA							No	Metadata
NA	MD. 4	II	Admin 3	Name of subdistrict	Ar-Raqqa Al-Hasakeh	Individual	Purposive	Disaggregation	Admin 3							
NA	MD. 5	II	Admin 4	Name of community/neighborhood	[list of communities and city neighbourhoods in ar-Raqqa and al-Hasakeh subdistricts]	Individual	Purposive	NA							No	Metadata
NA	MD. 6	II	Name of marketplace	Name of marketplace (if applicable)	text	Individual	Purposive	NA							No	Metadata
NA	MD. 8	II	Consent	Are you willing, able, and authorized to provide information about your	Yes No	Individual	Purposive	NA							No	Metadata

				business's operations and its levels of expenditure in different categories?												
NA	MD. 9	II	Consent	Do you agree to begin the interview?	Yes No	Individual	Purposeful	NA							No	Meta data
NA	MD. 10	II	Name of interviewee	Name of interviewee	text	Individual	Purposeful	NA							No	Meta data
NA	MD. 11	II	Job title of interviewee	Job title of interviewee (if applicable)	text	Individual	Purposeful	NA							No	Meta data
NA	MD. 12	II	Phone number of interviewee	Are you willing to share your phone number? This will be used only in case we have further questions about the answers you have given, and it will be deleted as soon as our dataset is finalised.	Yes No	Individual	Purposeful	NA							No	Meta data
NA	MD. 13	II	Phone number of interviewee	Phone number of interviewee	integer	Individual	Purposeful	NA							No	Meta data
NA	MD. 14	II	Name of business	Name of business	text	Individual	Purposeful	NA							No	Meta data

NA	MD. 15	II	Brief description of business	Brief description of business	text	Individual	Purposive	NA								
1.1, 2	MD. 16	II	Sector of business	Sector of business (select all that apply)	Agricultural processing or food production Non-food industry or manufacturing Commercial retail/trade Services Other (please specify)	Individual	Purposive	Disaggregation	Sector of business							
1.1, 2	MD. 17	II	Sector of business	Please specify.	text	Individual	Purposive	NA								
1.1, 2	MD. 18	II	Number of employees	Number of employees by category	note	Individual	Purposive	NA								
1.1, 2	MD. 19	II	Number of employees	Number of owner(s)	integer	Individual	Purposive	Disaggregation	Total # employees (categorical: micro 1-3, small 4-10, medium 11-50)							
1.1, 2	MD. 20	II	Number of employees	Number of full-time employees	integer	Individual	Purposive	Disaggregation	Total # employees (categorical: micro 1-3, small 4-10,							

									medium 11-50)							
1.1, 2	MD. 21	II	Number of employee s	Number of part-time or seasonal employees (average over the last 3 months)	integer	Indivi dual	Purpo sive	Disaggre gation	Total # employe es (categori cal: micro 1- 3, small 4-10, medium 11-50)							
1.1, 2	MD. 22	II	Number of employee s	Number of day laborers, casual laborers, or occasional employees	integer	Indivi dual	Purpo sive	Disaggre gation	Total # employe es (categori cal: micro 1- 3, small 4-10, medium 11-50)							
1.1, 2	MD. 23	II	Nature of business facilities	Does your business function without a dedicated physical storefront or a central production/ser vice facility?	Yes No Other (please specify)	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Mode	No	No		
1.1, 2	MD. 24	II	Nature of business facilities	Please specify.	text	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Mode	No	No		

Business expenditures																
1.1, 2	EX. 2	II	NA	Salaries, wages, etc. Definition: Payments made to a business's employees to compensate them for their labour, no matter how often these payments are made (daily, weekly, monthly, seasonally, on commission, etc.) This includes compensation that a business owner sets aside for themselves out of their profits.	note	Individual	Purposive	NA							No	Note
1.1, 2	EX. 3	II	Business's recurring / operational costs by category	Over the last 3 months, how much money per month on average would you estimate your business has	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		

				spent on salaries, wages, etc. in SYP?												
1.1, 2	EX. 4	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures related to salaries, wages, etc. in SYP?	integer	Indiv dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		
1.1, 2	EX. 5	II	NA	Rent, mortgage, land tenure, etc. Definition: Payments made to a financial service provider, land owner, building owner, or similar in order to secure a business's right to occupy its land and/or	note	Indiv dual	Purpo sive	NA							No	Note

				facilities. This does not include the cost of constructing new buildings (under "Construction") or of maintaining existing ones (under "Services").												
1.1, 2	EX. 6	II	Business' s recurring / operational costs by category	Over the last 3 months, how much money per month on average would you estimate your business has spent on rent, mortgage, land tenure, etc. in SYP?	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		
1.1, 2	EX. 7	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures related to rent, mortgage,	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		

				land tenure, etc. in SYP?												
1.1, 2	EX. 8	II	NA	Construction Definition: Expenditures incurred in the process of constructing new facilities or expanding existing facilities for a business, including the cost of labour and construction materials.	note	Indivi dual	Purpo sive	NA							No	Note
1.1, 2	EX. 9	II	Business' s recurring / operation al costs by category	Over the last 3 months, how much money per month on average would you estimate your business has spent on construction in SYP?	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		
1.1, 2	EX. 10	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		

				business has spent on one-time expenditures related to construction in SYP?												
1.1, 2	EX. 11	II	NA	Utilities Definition: Payments made to external providers to secure a business's access to electricity, water, fuel (heating, cooking, generator), phone services, internet services, trash collection, and other basic services that help a business to function and to keep its facilities comfortable for employees.	note	Individual	Purpose	NA							No	Note

1.1, 2	EX. 12	II	NA	Over the last 3 months, how much money per month on average would you estimate your business has spent on each of the following utilities in SYP?	note	Individual	Purposive	NA								No	Note
1.1, 2	EX. 13	II	Business' s recurring / operational costs by category	Electricity from public sources	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No			
1.1, 2	EX. 14	II	Business' s recurring / operational costs by category	Electricity via a private generator	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No			
1.1, 2	EX. 15	II	Business' s recurring / operational costs by category	Electricity via subscription to a community generator	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No			
1.1, 2	EX. 16	II	Business' s recurring / operation	Other electricity expenditures	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No			

			al costs by category	(please specify)												
1.1, 2	EX. 17	II	Business' s recurring / operation al costs by category	Please specify which other types of electricity expenditures you have included in the previous response.	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		
1.1, 2	EX. 18	II	Business' s recurring / operation al costs by category	Water	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		
1.1, 2	EX. 19	II	Business' s recurring / operation al costs by category	Fuel for heating or cooking	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		
1.1, 2	EX. 20	II	Business' s recurring / operation al costs by category	Telecommuni cations	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		
1.1, 2	EX. 21	II	Business' s recurring / operation al costs	Other utilities (please specify)	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		

			by category													
1.1, 2	EX. 22	II	Business' s recurring / operational costs by category	Please specify which other utilities you have included in the previous response.	text	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
1.1, 2	EX. 23	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures related to utilities in SYP?	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		
1.1, 2	EX. 24	II	NA	Inventory Definition: Expenditures on items that are intended for direct sale by a business to its customers.	note	Individual	Purposive	NA							No	Note
1.1, 2	EX. 25	II	Business' s recurring / operational costs	Over the last 3 months, how much money per month on average	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		

			by category	would you estimate your business has spent on inventory in SYP?												
1.1, 2	EX. 26	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures related to inventory in SYP?	integer	Individual	Purpose	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		
1.1, 2	EX. 27	II	NA	Inputs Definition: Expenditures on items, ingredients, raw materials, packaging, etc. that are intended for use in a business's production or provision of services, but not for direct sale to customers.	note	Individual	Purpose	NA							No	Note

1.1, 2	EX. 28	II	Business' s recurring / operational costs by category	Over the last 3 months, how much money per month on average would you estimate your business has spent on inputs in SYP?	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		
1.1, 2	EX. 29	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures related to inputs in SYP?	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		
1.1, 2	EX. 30	II	NA	Productive assets, tools, appliances, etc. Definition: Expenditures on items directly connected with a business's main line of work and its efforts to	note	Individual	Purposive	NA							No	Note

				generate profit (farming equipment, machinery, stoves, refrigerators, computers, etc.)												
1.1, 2	EX. 31	II	Business' s recurring / operation al costs by category	Over the last 3 months, how much money per month on average would you estimate your business has spent on productive assets, tools, appliances, etc. in SYP?	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		
1.1, 2	EX. 32	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures related to productive assets, tools, appliances, etc. in SYP?	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		

1.2, 2	EX. 33	II	Business' s one-time costs by category	Think back over all the productive assets, tools, appliances, etc. your business has needed to buy in order to grow to its current size, no matter when they were purchased. Are you able to estimate how much money in total all of these things would cost *today* in SYP?	Yes No	Indivi dual	Purpo sive	NA							No	Gate way
1.2, 2	EX. 34	II	Business' s one-time costs by category	How much money in total would you estimate all of these productive assets, tools, appliances, etc. would cost *today* in SYP?	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		

1.1, 2	EX. 35	II	NA	Furniture Definition: Expenditures on items such as tables, chairs, desks, shelving, mirrors, display stands, decorations, etc. that are used to make a space suitable for a business's operations. This does not include productive assets that a business requires in order to perform work and generate profit.	note	Indivi dual	Purpo sive	NA							No	Note
1.1, 2	EX. 36	II	Business' s recurring / operation al costs by category	Over the last 3 months, how much money per month on average would you estimate your business has spent on furniture in SYP?	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		

1.1, 2	EX. 37	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures related to furniture in SYP?	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		
1.1, 2	EX. 38	II	NA	Office supplies Definition: Expenditures on items that are intended to support the smooth functioning of a business, but are themselves not directly related to its work (pens, paper, cleaning supplies, etc.)	note	Individual	Purposive	NA							No	Note
1.1, 2	EX. 39	II	Business' s recurring / operational costs by category	Over the last 3 months, how much money per month on average would you estimate your	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		

				business has spent on office supplies in SYP?												
1.1, 2	EX. 40	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures related to office supplies in SYP?	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		
1.1, 2	EX. 41	II	NA	Services Definition: Payments made to external providers for services required to enable a business to function (software licenses, insurance, legal services, etc.) or to keep a business facility running smoothly (cleaning,	note	Individual	Purposive	NA							No	Note

				maintenance, repairs, etc.)												
1.1, 2	EX. 42	II	Business' s recurring / operation al costs by category	Over the last 3 months, how much money per month on average would you estimate your business has spent on services in SYP?	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		
1.1, 2	EX. 43	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one- time expenditures related to services in SYP?	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		

1.1, 2	EX. 44	II	NA	Transportation and travel Definition: Expenditures incurred in the process of moving products, inventory, assets, or employees from one place to another as part of a business's operations (for example, bringing goods to a marketplace, arranging shipments of inventory or inputs, delivering products to end customers, etc.)	note	Individual	Purposive	NA								No	Note
1.1, 2	EX. 45	II	Business' s recurring / operational costs by category	Over the last 3 months, how much money per month on average would you estimate your business has	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No			

				spent on transportation and travel in SYP?												
1.1, 2	EX. 46	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures related to transportation and travel in SYP?	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		
1.1, 2	EX. 47	II	NA	Marketing, advertising, etc. Definition: Expenditures on signboards, advertisements, flyers, communication campaigns, and other items or services designed to raise awareness of a business's work among	note	Individual	Purposive	NA							No	Note

				potential customers.												
1.1, 2	EX. 48	II	Business' s recurring / operational costs by category	Over the last 3 months, how much money per month on average would you estimate your business has spent on marketing, advertising, etc. in SYP?	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		
1.1, 2	EX. 49	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures related to marketing, advertising, etc. in SYP?	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		

1.1, 2	EX. 50	II	NA	Taxes, regulation, documentation, etc. Definition: Payments made to governments, local authorities, trade unions, etc. to ensure that a business is legally compliant and has all the permits and other documentation necessary for it to operate.	note	Individual	Purposive	NA							No	Note
1.1, 2	EX. 51	II	Business' s recurring / operational costs by category	Over the last 3 months, how much money per month on average would you estimate your business has spent on taxes, regulation, documentation, etc. in SYP?	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		

1.1, 2	EX. 52	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures related to taxes, regulation, documentation, etc. in SYP?	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		
1.1, 2	EX. 53	II	NA	Does your business have any other major categories of expenditures that you would like to share?	Yes No	Individual	Purposive	NA							No	Gateway
1.1, 2	EX. 54	II	NA	Name of category	text	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
1.1, 2	EX. 55	II	Business' s recurring / operational costs by category	Over the last 3 months, how much money per month on average would you estimate your business has spent in this	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		

				category in SYP?												
1.1, 2	EX. 56	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one- time expenditures in this category in SYP?	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		
1.1, 2	EX. 57	II	NA	Does your business have any other major categories of expenditures that you would like to share?	Yes No	Indivi dual	Purpo sive	NA							No	Gate way
1.1, 2	EX. 58	II	NA	Name of category	text	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Mode	No	No		
1.1, 2	EX. 59	II	Business' s recurring / operation al costs by category	Over the last 3 months, how much money per month on average would you estimate your business has	integer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		

				spent in this category in SYP?												
1.1, 2	EX. 60	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures in this category in SYP?	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		
1.1, 2	EX. 61	II	NA	Does your business have any other major categories of expenditures that you would like to share?	Yes No	Individual	Purposive	NA							No	Gateway
1.1, 2	EX. 62	II	NA	Name of category	text	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
1.1, 2	EX. 63	II	Business' s recurring / operational costs by category	Over the last 3 months, how much money per month on average would you estimate your business has	integer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Median	No	No		

				spent in this category in SYP?												
1.1, 2	EX. 64	II	Business' s one-time costs by category	Over the last 12 months, how much money in total would you estimate your business has spent on one-time expenditures in this category in SYP?	integer	Indiv dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Median	No	No		
Business operations																
3	OP. 1	II	NA	In this final section of the questionnaire, we will ask a few questions about how your business operates, any challenges it currently faces, and whether it has any future plans to expand. You will then have a chance to share any other	note	Indiv dual	Purpo sive	NA							No	Note

				comments you might have.												
3	OP. 2	II	Estimated yearly revenues (SYP)	Are you willing to share a rough estimate of your business's estimated yearly revenues?	Yes No	Indivi dual	Purpo sive	NA							No	Gate way quest ion
3	OP. 3	II	Estimated yearly revenues (SYP)	Estimated yearly revenues (SYP)	< 20 million SYP 20-100 million SYP 100-250 million SYP 250-500 million SYP 500 million-1 billion SYP 1-2 billion SYP > 2 billion SYP	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Mode	No	No		
3	OP. 4	II	Change in number of customers /clients	Has the number of customers or clients your business receives per week changed compared to this time last year?	Yes, it has increased No, it has stayed roughly the same Yes, it has decreased Yes, it has been unpredictable from one period to the next	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Mode	No	No		

					Other (please specify) Prefer not to answer											
3	OP. 5	II	Change in number of customers /clients	Please specify.	text	Individual	Purpose	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 6	II	Change in number of customers /clients	Why do you think the number of customers has increased? Select all that apply.	Products or services are more available than before Prices have fallen Customer incomes have risen New customers have arrived in the area Other (please specify) Prefer not to answer	Individual	Purpose	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 7	II	Change in number of customers /clients	Please specify.	text	Individual	Purpose	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 8	II	Change in number of customers /clients	Why do you think the number of customers has decreased? Select all that apply.	Products or services are less available than before Prices have risen Customer incomes have	Individual	Purpose	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		

					fallen Potential customers have left the area Other (please specify) Prefer not to answer											
3	OP. 9	II	Change in number of customers /clients	Please specify.	text	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Mode	No	No		
3	OP. 10	II	Level of acceptanc e of different payment modalities	Which of the following types of payment do you accept from your customers or clients? Select all that apply.	Cash (SYP) Cash (TRY) Cash (USD) Credit/debit cards Money or bank transfers Checks Mobile money Vouchers or e- vouchers Informal credit (customers can buy now and pay later) Barter (customers can pay for goods with other goods) Other (please specify) Prefer not to answer	Indivi dual	Purpo sive	Aggregati on	Subdistri ct	Sector of business	Number of employe es	Mode	No	No		

3	OP. 11	II	Level of acceptance of different payment modalities	Please specify.	text	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 12	II	Supply chain routes	If your business purchases inventory from elsewhere to sell to customers, where are these items purchased from? Select all that apply.	Purchased from wholesalers or retailers within Northeast Syria Purchased from wholesalers or retailers elsewhere in Syria Purchased from wholesalers or retailers in Iraq Purchased from wholesalers or retailers in Turkey Purchased from wholesalers or retailers in another country (please specify) Purchased directly from manufacturers within Northeast Syria Purchased directly from manufacturers elsewhere in Syria Purchased directly from	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		

					manufacturers in Iraq Purchased directly from manufacturers in Turkey Purchased directly from manufacturers in another country (please specify) Other (please specify) Don't know Prefer not to answer											
3	OP. 13	II	Supply chain routes	Please specify.	text	Individual	Purpose	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		

3	OP. 14	II	Supply chain routes	If your business purchases inputs from elsewhere to use as part of its final products or services, such as raw materials, ingredients, packaging, etc., where are these items purchased from? Select all that apply.	Purchased from wholesalers or retailers within Northeast Syria Purchased from wholesalers or retailers elsewhere in Syria Purchased from wholesalers or retailers in Iraq Purchased from wholesalers or retailers in Turkey Purchased from wholesalers or retailers in another country (please specify) Purchased directly from manufacturers within Northeast Syria Purchased directly from manufacturers elsewhere in Syria Purchased directly from manufacturers in Iraq Purchased directly from manufacturers in Turkey	Indivi dual	Purpo sive	Aggregati on	Subdistrib ut	Sector of business	Number of employe es	Mode	No	No		
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					Purchased directly from manufacturers in another country (please specify) Other (please specify) Don't know Prefer not to answer											
3	OP. 15	II	Supply chain routes	Please specify.	text	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 16	II	Challenges in securing inventory and inputs	Over the last 12 months, has your business faced any challenges in securing the inventory or inputs it needs from within Northeast Syria?	Yes No Prefer not to answer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 17	II	Challenges in securing	What challenges has your	text	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of	Mode	No	No		

			inventory and inputs	business faced?							employees					
3	OP. 18	II	Challenges in securing inventory and inputs	Over the last 12 months, has your business faced any challenges in securing the inventory or inputs it needs from elsewhere in Syria?	Yes No Prefer not to answer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 19	II	Challenges in securing inventory and inputs	What challenges has your business faced?	text	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 20	II	Challenges in securing inventory and inputs	Over the last 12 months, has your business faced any challenges in securing the inventory or inputs it needs from outside of Syria?	Yes No Prefer not to answer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 21	II	Challenges in securing inventory and inputs	What challenges has your business faced?	text	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 22	II	Challenges in	Over the last 12 months, has your	Yes No	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of	Mode	No	No		

			securing staff	business faced any challenges in securing the staff it needed to meet demand or to expand?	Prefer not to answer						employees					
3	OP. 23	II	Challenges in securing staff	What challenges has your business faced?	text	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 24	II	Access to external aid	Over the last 12 months, has your business received any form of assistance from the UN, NGOs, or any other aid actors? Select all that apply.	No, no support received Yes, cash grants Yes, in-kind support Yes, training Yes, services or support in accessing services Prefer not to answer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 25	II	Prevalence of donations	Does your business donate any of its products, services, or profits to support community members in need?	Yes No Prefer not to answer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		

3	OP. 26	II	Desire to expand	Do you personally have an interest in further expanding your business in the future?	Yes, and I have concrete plans to do so Yes, I have no concrete plans, but the idea interests me I am indifferent or unsure No, I do not have an interest in expanding No, I would if I could, but my business's situation makes this impossible Prefer not to answer	Individual	Purposive	Aggregation	Subdistrict	Sector of business	Number of employees	Mode	No	No		
3	OP. 27	II	Desire to expand	Which of the following, if any, would deter or challenge efforts you might make to expand?	My business meets our needs at its current size There is not enough demand for what my business provides I don't have the money I would need to expand I don't have the staff I would need to expand Other (Please specify) Prefer not to answer											

3	OP. 28	II	Desire to expand	Would you like to share any more information about your reasons for choosing this option?	text	Individual	Purposive	NA								
3	OP. 29	II	Additional information	Is there any other information you would like to share that we have not yet discussed?	text	Individual	Purposive	NA								
Metadata: Enumerator questions																
NA	MD. 25	II	Interview debriefing	From your point of view, how precise were this respondent's reports of their business expenditures?	Precise: they were able to refer to business records to get exact expenditure figures Semi-precise: they were able to think through their expenditures systematically and arrive at informed estimates Imprecise: they could only provide loose expenditure	Individual	Purposive	NA							No	Meta data

					estimates, did not keep records, or were unsure about details											
NA	MD. 26	II	Interview debriefing	Were there any questions or sections of the survey that seemed particularly challenging or unwelcome for the respondent? If so, which ones?	text	Individual	Purposive	NA							No	Meta data
NA	MD. 27	II	Additional information	Is there any other information you would like to share about this interview, business, or respondent?	text	Individual	Purposive	NA							No	Meta data
Disaggregation / Aggregation variables	MD. 4	II	Admin 3	Subdistrict of data collection	[list of communities and city neighbourhoods in ar-Raqqa and al-Hasakeh subdistricts]	Individual	Purposive	Disaggregation	Admin 3							

	MD. 16	II	Sector of business	Sector of business	Agricultural processing or food production Non-food industry or manufacturing Commercial retail/trade Services Other (please specify)	Individual	Purpose	Disaggregation	Sector of business							
	MD. 18-MD. 22	II	Number of employees	Total number of employees, including the owner(s) (sum of all categories)	integer	Individual	Purpose	Disaggregation	Number of employees							

7. Monitoring & Evaluation Plan

IMPACT Objective	External M&E Indicator	Internal M&E Indicator	Focal point	Tool	Will indicator be tracked?
Humanitarian stakeholders are accessing IMPACT products	Number of humanitarian organisations accessing IMPACT services/products Number of individuals accessing IMPACT services/products	# of downloads of x product from Resource Centre	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		<input type="checkbox"/> Yes
		# of page clicks on x product from REACH global newsletter	Country request to HQ		<input type="checkbox"/> Yes
		# of page clicks on x product from country newsletter, Sendinblue, bit.ly	Country team		X Yes
		# of visits to x webmap/x dashboard	Country request to HQ		<input type="checkbox"/> 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	Syria HNO/HRP 2023
		# references in single agency documents			Syria ERL Sector and Northeast Syria ERL Working Group strategy planning
Humanitarian stakeholders are using IMPACT products	Humanitarian actors use IMPACT evidence/products as a basis for decision making, aid planning and delivery	Perceived relevance of IMPACT country-programs	Country team	Usage_Feed back and Usage_Survey template	To be included in the annual Syria Usage Survey Qualitative survey link included in assessment outputs
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			

	Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	<div></div> <div>Perceived capacity of IMPACT staff</div> <div>Perceived quality of outputs/programs</div> <div>Recommendations to strengthen IMPACT programs</div>			Syria M&E feedback tracker
Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle	Number and/or percentage of humanitarian organizations directly contributing to IMPACT programs (<i>providing resources, participating to presentations, etc.</i>)	<div># of organisations providing resources (i.e.staff, vehicles, meeting space, budget, etc.) for activity implementation</div> <div># of organisations/clusters inputting in research design and joint analysis</div> <div># of organisations/clusters attending briefings on findings;</div>	Country team	Engagement_log	<div><input type="checkbox"/> Yes</div> <div>X Yes</div> <div>X Yes</div>

