

# Research Terms of Reference

Baseline, Midline, and endline assessments for the Kenya Cash Consortium response to the unregistered refugees in Dadaab refugee camps

KEN2203

Kenya

May 2022  
V1

**IMPACT** Shaping practices  
Influencing policies  
Impacting lives

## 1. Executive Summary

Country of intervention	Kenya					
Type of Emergency	x	Natural disaster	<input type="checkbox"/>	Conflict		
Type of Crisis	<input type="checkbox"/>	Sudden onset	<input type="checkbox"/>	Slow onset	x	Protracted
Mandating Body/ Agency	Kenya Cash Consortium (KCC)					
Project Code	24EVZ					
Overall Research Timeframe (from research design to final outputs / M&E)	April 2022 to September 2022					
Research Timeframe  <i>Add planned deadlines Baseline timelines</i>	1. Research Design Finalize – 30 April 2022			2. Planned Data Collection Baseline data collection: 30 June -3 July 2022 (1 week before the first round of money transfer) Midline Data Collection –July 2022 (2 weeks after 2 rounds of money transfer) Endline Data Collection –September 2022 (2 weeks after final round of money transfer)		
	3. Data Analysis Completion Schedule Two weeks after last data collection day in all rounds.			4. Data Sent for Validation - Two weeks afthe ter last data collection day in all rounds.		
	5. Output Sent for Validation - Four weeks after data collection (factsheet)			6. Outputs published: Six weeks after completed data collection (factsheet)		
	7. Final presentation: Upon request by the consortium					
Number of assessments	<input type="checkbox"/>	Single assessment (one cycle)				
	x	Multi assessment (more than one cycle)				

		Three cycles: Baseline, Midline and Endline	
		<p>Baseline assessment will be conducted prior to the first disbursement of the Multi-Purpose Cash Transfers (MPCTs) for households (HHs) who will have been registered as beneficiaries for the Kenya Cash Consortium response to the unregistered the refugees in Dadaab refugee camp.</p> <p>Midline assessment will be conducted two weeks after the second cash transfer</p> <p>Endline assessment will be conducted two weeks after the final cash transfer.</p>	
<b>Humanitarian milestones</b> Specify <b>what</b> will the assessment inform and <b>when</b> e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;	<b>Milestone</b>		<b>Deadline</b>
	<input checked="" type="checkbox"/>	Donor plan/strategy	Collected data will inform future projects of the donor.
	<input type="checkbox"/>	Inter-cluster plan/strategy	
	<input checked="" type="checkbox"/>	Cluster plan/strategy	Collected data will feed into upcoming programs by actors planning cash-based interventions.
	<input checked="" type="checkbox"/>	NGO platform plan/strategy	Collected data will feed into upcoming programs by actors planning cash-based interventions
	<input type="checkbox"/>	Other (Specify):	__/__/____
<b>Audience Type &amp; Dissemination</b> Specify <b>who</b> will the assessment inform and <b>how</b> you will disseminate to inform the audience	<b>Audience type</b>		<b>Dissemination</b>
	<input checked="" type="checkbox"/> Strategic <input checked="" type="checkbox"/> Programmatic <input checked="" type="checkbox"/> Operational <input type="checkbox"/> [Other, Specify]		<input checked="" type="checkbox"/> Mailing list of the Kenya cash consortium members and partners operating in Dadaab camps. <input type="checkbox"/> Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting <input checked="" type="checkbox"/> Presentation of findings (e.g. at HCT meeting; Cluster meeting) <input checked="" type="checkbox"/> Website Dissemination (Relief Web & REACH Resource Centre) <input type="checkbox"/> [Other, Specify]
<b>Detailed dissemination plan required</b>	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
<b>General Objective</b>	To monitor the impact of the Kenya Cash Consortium (KCC) MPCTs 2022 programme on the expenditure patterns and food security status of beneficiary HHs, to inform the multipurpose cash-based humanitarian response in Dadaab camps.		
<b>Specific Objective(s)</b>	<ol style="list-style-type: none"> <li>1. Understand how lack of registration affects beneficiary HHs in Dadaab and their perceptions of their social-economic wellbeing.</li> <li>2. Understand beneficiary HH expenditure patterns at the beginning of the MPCTs programme and how it changes over time as HHs receive the MPCTs.</li> <li>3. Understand beneficiary HH food and livelihood security status at the beginning of the MPCTs program and how it changes over time as HHs receive the MPCTs.</li> <li>4. Understand the impact of receiving cash on the beneficiary HHs' well-being and interactions with society.</li> <li>5. Understand beneficiary HH experience and satisfaction with participating in MPCTs programme at all stages of the project cycle.</li> </ol>		

	<p>6. Understand awareness of complaint response mechanisms.</p> <p>7. Understand the degree to which <a href="#">ECHO protection-related key performance indicators (KPI)</a> (Awareness of the program details in the beneficiary population before it begins, satisfaction with the payment process, amount, and timeframe, frequency of payment delays, ability to receive and access MPCTs, knowledge of complaint mechanism and ability to engage with a said mechanism to directly provide feedback, comments, or complaints, presence of community consultations by the partner NGO about the needs of the community, safety perceptions of the beneficiary HHs during the selection and registration process, perceived fairness of the selection process, respectful treatment by the NGO staff and suggestions on project improvement, are met at all stages of the project cycle.</p>
<b>Research Questions</b>	<ol style="list-style-type: none"> <li>1. To what extent does lack of registration as refugees affect beneficiary HHs in Dadaab and what are their perceptions of their socio-economic well-being?</li> <li>2. What are the beneficiary HH's baseline expenditure patterns prior to receiving a MPCTs from the KCC, and how does this change after receiving multiple rounds of the MPCTs? <ol style="list-style-type: none"> <li>a. What is the beneficiary HH monthly income?</li> <li>b. What are the beneficiary HHs' main expenditures?</li> <li>c. What proportion of beneficiary HHs' total income is spent on food-related expenses?</li> <li>d. What proportion of beneficiary HHs' total income is spent to meet basic needs (medical expenses, WASH items, education expenses)?</li> </ol> </li> <li>3. What is the beneficiary household's baseline level of food and livelihood security (food consumption score (FCS), household dietary diversity score (HDDS), Meals 24hrs, reduced coping strategy index (r-CSI), livelihood coping strategy index (l-CSI)); and how does this change over time after receiving MPCTs from the KCC?</li> <li>4. How was the cash transfer used by beneficiary HHs and what was its impact (positive and negative) on social interactions and well-being within the HH and in the community?</li> <li>5. What are the beneficiary household's experiences with protection issues and NGO accountability to beneficiary populations? Specifically in terms of: <ol style="list-style-type: none"> <li>a. Awareness of the program details in the beneficiary population before it begins</li> <li>b. Satisfaction with the payment process, amount, and timeframe</li> <li>c. Frequency of payment delays</li> <li>d. Ability to receive and access MPCTs Knowledge of complaint mechanism and ability to engage with a said mechanism to directly provide feedback, comments, or complaints</li> <li>e. Presence of community consultations by the partner NGO about the needs of the community</li> <li>f. Safety perceptions of the HHs during the selection and registration process.</li> <li>g. Perceived fairness of the selection process.</li> <li>h. Respectful treatment by the NGO staff.</li> <li>i. Suggestions on project improvement.</li> </ol> </li> </ol>
<b>Geographic Coverage</b>	Dadaab refugee camps (Dagahaley, Hagadera, and Ifo)

<b>Secondary data sources</b>	<b>1. Baseline, first PDM, second PDM and endline reports from Kenya Cash Consortium in 2020 and 2021<sup>1</sup></b> <b>2. ECHO Protection Key Performance Indicators list <sup>2</sup></b> <b>3. UNHCR statistical updates<sup>3</sup></b> <b>4. REACH MSNA conducted in Dadaab in 2021<sup>4</sup></b> <b>5. UNHCR monthly operational updates</b> <b>Error! Bookmark not defined.</b>			
<b>Population(s)</b> <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]
	<input type="checkbox"/>	Host communities	<input checked="" type="checkbox"/>	<b>Unregistered refugees in Dadaab camps</b>
<b>Stratification</b> <i>Select type(s) and enter number of strata</i>	<input type="checkbox"/>	Geographical #: __ __ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/>	Group #: __ __ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/>	[Other Specify] #: __ __ Population size per strata is known? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Data collection tool(s)</b>	<input checked="" type="checkbox"/>	<b>Structured (Quantitative)</b>	<input type="checkbox"/>	<b>Semi-structured (Qualitative)</b>
	<b>Sampling method</b>		<b>Data collection method</b>	
<b>Structured data collection tool # 1</b> <i>HH interview tool for baseline</i>	<input type="checkbox"/> Purposive <input checked="" 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 checked="" type="checkbox"/> <b>Household interview (Target #): 310 inclusive of 10% buffer</b> <input type="checkbox"/> Individual interview (Target #):__ __ __ __ <input type="checkbox"/> Direct observations (Target #):__ __ __ __ <input type="checkbox"/> [Other, Specify] (Target #):__ __ __ __	
<b>Structured data collection tool #2</b> <i>HH interview tool for midline and endline</i>	<input type="checkbox"/> Purposive <input checked="" 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 checked="" type="checkbox"/> <b>Household interview (Target #): 310 inclusive of 10% buffer</b> <input type="checkbox"/> Individual interview (Target #):__ __ __ __ <input type="checkbox"/> Direct observations (Target #):__ __ __ __ <input type="checkbox"/> [Other, Specify] (Target #):__ __ __ __	
<b>Target level of precision if probability sampling</b>	95% level of confidence		5+/- % margin of error	
<b>Data management platform(s)</b>	<input checked="" type="checkbox"/>	IMPACT Kobo Server Kenya	<input type="checkbox"/>	UNHCR
	<input type="checkbox"/>	[Other, Specify]		
<b>Expected output type(s)</b>	<input type="checkbox"/>	Situation overview #: __ __	<input type="checkbox"/>	Report #: __ __
			<input type="checkbox"/>	Profile #: __ __

<sup>1</sup> [Baseline, first PDM, second PDM](#) and [endline](#) reports from Kenya Cash Consortium in 2020 and 2021

<sup>2</sup> [The DG ECHO protection mainstreaming key outcome indicator and monitoring tool.](#)

<input type="checkbox"/>	Presentation #: _ _	<input type="checkbox"/>	Presentation (Final) #: _ _	x	<b>Factsheet #: 3</b> <b>(1 for baseline, 1 for midline and 1 for endline)</b>
<input type="checkbox"/>	Interactive dashboard #: _ _	<input type="checkbox"/>	Webmap #: _ _	<input type="checkbox"/>	
<b>Access</b>	x	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)			
<b>Visibility</b> Specify which logos should be on outputs	<b>IMPACT</b>				
	<b>Donor:</b> ECHO				
	<b>Coordination Framework:</b> Kenya Cash Consortium Partners – ACTED, Concern, Oxfam and ASAL Humanitarian Network.				
	<b>Partners:</b> Relief, Reconstruction, and Development Organization (RRDO)				

## 2. Rationale

### 2.1. Background

There are 234,007<sup>3</sup> refugees and asylum seekers residing in Dadaab camps (Dagahaley, Hagadera and Ifo) as of 31 March 2022. Findings from the MSNA 2021<sup>4</sup> conducted by REACH Initiative in Dadaab show that 60 percent of HHs are reportedly female-headed and half of respondents had lived in Dadaab camp for over 15 years. The majority of respondents (90%) reported that their heads of household's country of origin was Somalia, with the remaining being Ethiopia. Thirty percent (30%) of HHs in Dagahaley (one of the three camps in Dadaab) reported that none of their household members were registered as refugees or asylum seekers at the time of data collection. Reasons for this non-registration were reported unavailability of registration in camps and some had just arrived from other countries. Respondents from most of the HHs with unregistered HH members (97%), reported that these members had been in the country for less than two years. Unregistered HHs experience challenges unique to their status, including increased risk of arrest by security personnel, reduced access to services by humanitarian actors, lack of shelter and lack of access to food. On the other hand, over half of the HHs surveyed in the MSNA did not have access to enough food in the 30 days prior to data collection, and 98 percent of HHs reported food to be among their priority needs.

In Dadaab refugee camps, protection remains a critical issue especially for the unregistered persons. In January 2022, of the 106 protection-related cases attended to by UNHCR in Dadaab<sup>5</sup>, 54 cases were undocumented new arrivals assessed on their vulnerability to accessing humanitarian assistance such as food and other basic services.

The livelihood coping strategies, and food consumption score indicators showed that HHs with unregistered HH members were experiencing food insecurity. Of the HHs that reportedly had no member registered, a higher proportion in Hagadera (88%) than in Ifo (85%) and Dagahaley (34%) were found to use emergency, crisis or stress levels. In addition, a higher proportion of the HHs with no member registered in Hagadera (88%) than in Ifo (85%) and Dagahaley (18%) were found to have poor or borderline food consumption scores. However, all households experience some degree of negative coping strategies. The baseline assessment will seek to understand the food security status and expenditure patterns of the beneficiary households and the midline and endline will seek to understand how beneficiary household food security and expenditure patterns change after receiving MPCTs.

<sup>3</sup> [UNHCR statistics package 31 March 2022.](#)

<sup>4</sup> [Multi-sectoral needs assessment conducted by REACH Initiatives in Dadaab 2021.](#)

<sup>5</sup> [UNHCR monthly operational update Dadaab, Kenya January 2022.](#)

## 2.2. Intended Impact

Based on the rationale summarized above, the Kenya Cash Consortium, led by ACTED and the Arid and Semi-arid lands (ASAL) Humanitarian Network (AHN) RRDO, will provide MPCTs to unregistered HHs in Dadaab refugee camps, Garissa county. IMPACT initiatives will provide monitoring of project by conducting baseline, midline and endline assessments.

The intervention will provide some relief and support beneficiary HHs to address their basic needs and potentially start income generating activities that may get them on their feet. Refugee HHs that suffer from exclusion and a lack of access to resources to sustain themselves, within the context of a drought in the region will receive MPCTs to meet basic needs. 1,055 households, including 6,330 individuals, will receive six cash transfers, of KES 6,821 each between May and September 2022. The intervention is an extension of the ongoing drought response by KCC partners in the ASALs. As such, the proposed action will capitalize on economies of scale from an ongoing broader cash response, whilst extending support to the most extremely vulnerable unregistered HHs in Dadaab camps.

In order to monitor the ongoing impact of the MPCTs at the HH level, IMPACT Initiatives will conduct a baseline, a midline and an endline assessment. First, an initial baseline survey will be conducted for the new beneficiaries HHs before they receive any MPCT. Two weeks after the second round of disbursements of the MPCTs to HHs, IMPACT Initiatives will conduct a midline survey with samples drawn from beneficiary HHs. After the last disbursement of MPCTs to HHs, IMPACT Initiatives will conduct an endline survey. The baseline, midline and endline surveys will be conducted remotely through phone interviews. The overall aim of this research is to understand the impact of MPCTs to unregistered HHs in Dadaab and inform similar interventions in the future by Kenya Cash Consortium

## 3. Methodology

### 3.1. Methodology overview

The baseline, midline, and endline surveys will be conducted using mobile phones through HH surveys with a representative of the HH being a beneficiary of the Kenya Cash Consortium MPCT programme. The assessment will use a random sampling method to fulfil a 95% confidence level and a 5% margin of error. In addition, a 10% buffer will be included in the sample to account for non-response or data quality issues. A total of 310 surveys will be conducted in each of the three assessments rounds in Dadaab camps (Dagahaley, Hagadera and Ifo). The baseline assessment will be conducted between 30 May and 3 June 2022, the midline in July 2022, and the endline in September 2022.

### 3.2. Population of interest

The baseline, midline and endline assessments will be conducted with unregistered refugees<sup>6</sup> in Dadaab (Dagahaley, Hagadera and Ifo) who will be included in the Kenya cash consortium MPCT programme. The respondents will mostly be asked information about their HHs<sup>7</sup> with a few individual level and community level questions.

### 3.2 Secondary data review

1. *The baseline, midline, and endline reports from Kenya Cash Consortium in 2020 and 2021 in the ASAL counties of Kenya<sup>1</sup> will be used to inform the assessment methodology and questionnaire design. Information will be*

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<sup>6</sup> Unregistered refugees are people who have left their country because they faced threats of becoming victim of a serious human rights violations in their country and they have not applied for asylum or they have applied for asylum but their application has not been approved.

<sup>7</sup> A household is a person or group of people, related or unrelated to each other, who live together in the same dwelling unit and share a common source of food

*integrated from the 2020, and 2021 assessment cycles of the Somali Cash Consortium third-party monitoring done by IMPACT.*

2. *ECHO Protection Key Performance Indicators list<sup>2</sup> - will be used for developing the tool and analysis for those indicators.*
3. *UNHCR statistical updates<sup>33</sup>- This will provide background information about the number of refugees and asylum seekers in Daadaab.*
4. *REACH MSNA conducted in Dadaab in 2021<sup>4</sup> – This will provide background information about the unregistered refugees and their food security and livelihoods status in order to inform the research design.*
5. *UNHCR monthly operational updates***Error! Bookmark not defined.***- this will provide monthly updates about the refugees and asylum seekers in Dadaab*

### 3.3 Primary Data Collection

The baseline, midline, and endline surveys will be conducted through HH surveys using mobile phones with a representative of the HH being a beneficiaries of the Kenya Cash Consortium MPCT programme. The assessment will comprise a household survey designed in partnership with the Kenya Cash Consortium partners. The tool will be designed and coded using kobo and all data will be collected via smart phone using Open Data Kit (ODK collect). Through this survey, households will be asked about their overall food security situation, as well as their perceptions of whether humanitarian assistance is delivered in a safe, accessible, accountable and participatory manner. For the baseline, midline, and endline survey, a simple random sampling approach will be used to have data that is representative of the beneficiary population (households), with a 95% confidence level and a 5% margin of error. A 10% buffer will be included in the sample to account for non-response or data quality issues. From the 1,055 beneficiaries of the MPCTs in Dadaab, a total of 310 surveys will be conducted in each of the three surveys (baseline, midline and endline). The data will be collected through phone interviews and the respondents will be randomly selected from the list of registered beneficiaries. The interviews will only be conducted with people aged 18 years or above. Using MS-Excel, random numbers will be generated next to the beneficiary names and then arranged from the smallest random number to the largest. The first 310 names will be picked for the interview. If the respondent is not willing to respond or is not available, the next respondent from the beneficiary list will be contacted. The random numbers will be generated during the three assessments so we may have different respondents during the three assessments which may cause the rounds of the assessments not to be completely comparable. The baseline assessment will be conducted in May 2022, the midline in July 2022, and the endline in September 2022.

### Data Processing & Analysis

Collected data will be subjected to daily checks to identify any issues with data quality and divergence from the sample frame, in line with IMPACT's **Data Cleaning Minimum Standards Checklist<sup>8</sup>**. In addition to the daily data checks, the final datasets will undergo a thorough cleaning, with any outstanding issues reported to the field staff for feedback. Following data cleaning, the data will be analyzed using R. For the open-ended questions, a thematic analysis approach will be used using a data saturation and analysis grid. For food consumption score and coping strategy index, the guidelines provided by World Food Programme (WFP) from pages 63 to 80 [here](#) will be used. IMPACT will compile factsheets from the analyzed data and there after publish the factsheets on REACH website and share the outputs with the Kenya Cash Consortium.

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<sup>8</sup> [IMPACT's data cleaning minimum standards checklist](#)

## 4. Roles and responsibilities

Table 2: Description of roles and responsibilities

<b>Task Description</b>	<b>Responsible</b>	<b>Accountable</b>	<b>Consulted</b>	<b>Informed</b>
<i>Research design</i>	Senior Assessment Officer	Research Manager	IMPACT HQ Research Design and Data Unit (RDDU), consortium members, Research Manager	HQ, Consortium Members, county coordinator
<i>Supervising data collection</i>	Senior field officer	Database Officer	IMPACT HQ RDDU, Consortium members, Research Manager, Assessment officer	HQ, Consortium Members, county coordinator
<i>Data processing (checking, cleaning)</i>	Database Officer	Database Officer	IMPACT HQ RDDU, consortium members, Research Manager, Senior Assessment officer	HQ, Consortium Members, county coordinator
<i>Data analysis</i>	Database Officer	Database Officer	IMPACT HQ RDDU, Senior Assessment officer, consortium members, Research Manager,	HQ, Consortium Members, county coordinator
<i>Output production</i>	Senior Assessment Officer, GIS officer	Senior Assessment Officer	IMPACT HQ Research Reporting Unit (RRU), consortium members, Research Manager	HQ, Consortium Members, county coordinator

Dissemination	Senior Assessment Officer	Senior Assessment Officer	Consortium members, Research Manager, IMPACT HQ Communications Officer	HQ, Consortium Members, county coordinator, HQ Communications Officer
Monitoring & Evaluation	Senior Assessment Officer	Senior Assessment Officer	IMPACT HQ Research Department, consortium members, Research Manager	HQ, Consortium Members, county coordinator
Lessons learned	Senior Assessment Officer	Senior Assessment Officer	IMPACT HQ Research Department, consortium members, Research Manager	HQ, Consortium Members, county coordinator

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

**Accountable:** the person who validates the completion of the task and is accountable of the final output or milestone

**Consulted:** the person(s) who must be consulted when the task is implemented

**Informed:** the person(s) who need to be informed when the task is completed

## 5. 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 <b>avoid unnecessary duplication</b> of data collection efforts?	Yes	
... <b>Respects respondents, their rights and dignity</b> (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 <b>expose data collectors to any risks as a direct result</b> of participation in data collection?	Yes	
... Does not <b>expose respondents / their communities to any risks as a direct result</b> of participation in data collection?	Yes	
... Does not involve <b>collecting information on specific topics which may be stressful and/ or re-traumatizing</b> for research participants (both respondents and data collectors)?	Yes	
... Does not involve <b>data collection with minors</b> i.e. anyone less than 18 years old?	Yes	
... Does not involve <b>data collection with other vulnerable groups</b> e.g. persons with disabilities, victims/ survivors of protection incidents, etc.?	Yes/No	Given that we do not know the profile of participants beforehand; we will not be able to ascertain whether they belong to vulnerable groups. That being said, enumerators will receive training on ensuring questions are asked in a non-intrusive, sensitive manner in order to mitigate any unintended harm. Additionally, respondents always have the option to not answer any question (prefer not to answer) or withdraw consent for the interview at any stage.
... Follows IMPACT SOPs for management of <b>personally identifiable information</b> ?	Yes	

## 6. Data Analysis Plan

Attached separately

## 7. Data Management Plan

Available upon request

## 8. 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	# of downloads of x product from Resource Center	Country request to HQ	User_log	x Yes
		# of downloads of x product from Relief Web	Country request to HQ		x Yes
		# of downloads of x product from Country-level platforms	Country team		x Yes
	Number of individuals accessing IMPACT services/products	# of page clicks on x product from REACH global newsletter	Country request to HQ		x Yes
		# of page clicks on x product from the country newslettSendinblueBlue, 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 organizations utilizing IMPACT services/products	# references in HPC documents (HNO, SRP, Flash appeals, Cluster/sector strategies)	Country team	Reference_log	Partners asked whether this assessment was used in their programming through survey monkey, if one is conducted in the future.
		# references in single agency documents			
Humanitarian stakeholders are using IMPACT products	Humanitarian actors use IMPACT evidence/products as a basis for decision making, aid planning and delivery  Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	Perceived relevance of IMPACT country-programs	Country team	Usage_Feedback and Usage_Survey template	Decisions made and implemented based on of the assessment – to be checked with operational and donor partners to ask what actions they took on the basis of the findings and recommendations. This assessment may also be included in a usage survey of partners if one is conducted in the future.
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			
		The perceived capacity of IMPACT staff			

		Perceived quality of outputs/programs			
		Recommendations to strengthen IMPACT programs			
<b>Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle</b>	Number and/or percentage of humanitarian organizations directly contributing to IMPACT programs <i>(providing resources, participating to presentations, etc.)</i>	# organisations providing resources (i.e. Staff, vehicles, meeting space, budget, etc.) for activity implementation	Country team	Engagement_log	x Yes
		# of organisations/clusters inputting in research design and joint analysis			x Yes
		# of organisations/clusters attending briefings on findings;			x Yes