Shelter Cluster Nepal
ShelterCluster.org
Coordinating Humanitarian Shelter

Terms of Reference – Nepal EQ Recovery Monitoring Assessment

EXECUTIVE SUMMARY

BACKGROUND			
Emergency	Natural Disaster ☒	Conflict ☐	Complex Emergency ☐
Humanitarian Lead Agency	IFRC	**Government Lead Agency**	DUDBC
Country	Nepal		
Cluster Partner Agencies	REACH, IFRC, NRCS, IOM, Save the Children, IFRC, CARE, Plan International, British Red Cross, Australian Red Cross		
Mission Timeframe	17 September – 10 November		
Description of Context	Following the April and May 2015 EQs in Nepal, a Shelter Cluster baseline assessment was conducted facilitated by REACH teams. Some aspects of the baseline study will be replicated to contribute to longitudinal study of the recovery of those who were affected by these events.		

OBJECTIVES	
Main objective	To conduct longitudinal research study of the impacts of the April and May earthquakes in order to inform strategic planning and monitor the change in situation.
Specific objectives	**Change in shelter conditions** 1. Monitor the change in sheltering conditions for families affected by the April and May earthquakes since the baseline assessment **Assistance** 2. Evaluate the utility of various shelter interventions to enable families and their communities to recover, including temporary shelter solutions. 3. Determine if and where residual gaps in intervention exist and the extent of coverage so far. 4. Assess preparedness for winter amongst households residing in temporary shelters. **Reconstruction and Recovery** 5. Determine what is limiting recovery, and what measures that have been taken have had positive effect, particularly relating to vulnerable groups. **Damage** 6. *Establish a more detailed understanding of damage inflicted on permanent houses by the earthquake.*

METHODOLOGIES/DELIVERABLES	
Data Sources	1. BASELINE: Shelter and Settlements Vulnerability Assessment (May/June 2015) 2. PRIMARY DATA COLLECTION: Household surveys Market survey 3. SECONDARY DATA COLLECTION: OCHA, IFRC, Shelter Cluster 3W data, and humanitarian actors
Targeting	1. HH Survey - Representative random sample 2. Market Survey – one in each assessed VDC
Expected Results	1. Collection and collation of all used datasets; 2. A collection of primary datasets based upon the prescribed data gathering methods; 3. Computational and interpretive analysis of the findings related to the objectives of the assessment. 4. Triangulation of all available relevant primary and secondary datasets
Expected Deliverables	1. Final assessment report 2. Analytical maps where applicable 3. Cleaned dataset for shelter cluster partner analysis

RESOURCES	
Resources	REACH Assessment Coordinator x 1 SCT Assessment and Monitoring Officer x 1 40 x Enumerators 14 x Cars Technical backstopping from GFP Assessments, GFP Information Management, Other regional Focal Points Technical backstopping from Global/Regional REACH GIS Officer

A. Objectives of the ASSESSMENT

To evaluate the shelter response on household shelter conditions following April and May earthquakes, inform strategic planning and monitor change in the household shelter situation.

A.1. *Specific Objectives*

The objectives of this assessment will be:

Change in shelter conditions
- Monitor the change in sheltering conditions for families affected by the April and May earthquakes since the baseline assessment

Assistance
- Evaluate the utility of various shelter interventions to enable families and their communities to recover, including temporary shelter solutions.
- Determine if and where residual gaps in intervention exist and the extent of coverage so far.
- Assess preparedness for winter amongst households residing in temporary shelters.

Reconstruction and Recovery
- Determine what is limiting recovery, and what measures that have been taken have had positive effect, particularly relating to vulnerable groups.
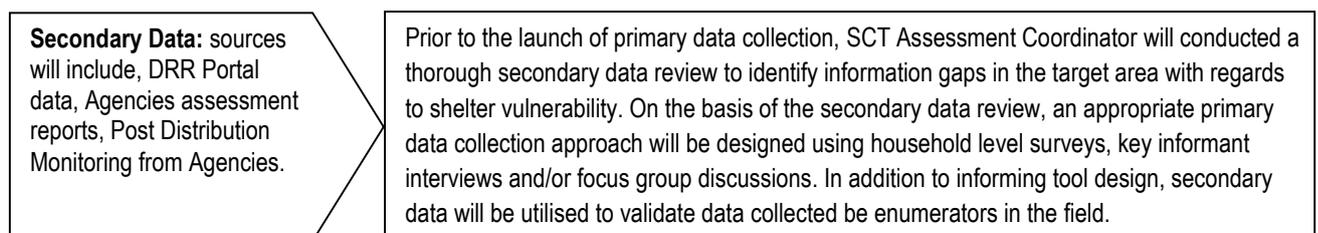
Damage
- Establish a more detailed understanding of damage inflicted on permanent houses by the earthquake.

These objectives should frame the required methodologies of data collection, the content of inquiry, as well as the subsequent calculation, interpretation, and presentation of the findings.

B. METHODOLOGY

Two sources of data will be used: Field Data Collection (household assessments) and secondary data. The figure below outlines the tools to be used and the data expected from each technique:

Secondary Data: sources will include, DRR Portal data, Agencies assessment reports, Post Distribution Monitoring from Agencies.

Prior to the launch of primary data collection, SCT Assessment Coordinator will conducted a thorough secondary data review to identify information gaps in the target area with regards to shelter vulnerability. On the basis of the secondary data review, an appropriate primary data collection approach will be designed using household level surveys, key informant interviews and/or focus group discussions. In addition to informing tool design, secondary data will be utilised to validate data collected be enumerators in the field.

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Primary data collection: household assessments and FGDs with affected populations in most affected districts	**Target areas:** 14 priority districts covered in the baseline assessment – Bhaktapur, Dhading, Dolaka, Gorkha, Kathmandu, Kavrepalanchok, Lalitpur, Makwanpur, Nuwakot, Okhaldunga, Ramechap, Rasuwa, Sindhuli, Sindupalchok. In addition, 4 non-priority districts where severe information gaps exist will be assessed – Lamjung, Khotang, Solukhumbu, Tanahu.

B.1. *Sampling Strategy*

This assessment will use multi-stage cluster sampling in order to give a complete picture of the shelter situation of households in districts of Nepal that sustained the highest levels of shelter damage as a result of the April and May earthquakes, in addition to districts where information gaps exist.

A sample of 120 households (+10% buffer) will be drawn from each of the 18 districts of interest, including a minimum of 120 households overall drawn from areas inaccessible by road at the time of data collection in priority/non-priority districts, with a view to achieve:

1. The widest possible geographical coverage including districts not previous assessed,
2. A minimum acceptable level of precision when disaggregating EITHER by district OR by road access across non-priority OR priority districts.
3. Direct comparability with the baseline assessment

Stage 1: Selection of target geographies

Geographies should include, where logistically feasible, difficult to reach mountainous areas, and areas that are at risk to monsoon flooding/landslides. All 14 districts covered in the baseline will be assessed, with the aim of including areas not accessible by road. Where resources permit, an additional 4 non-priority districts, not included in the baseline, will be assessed to gather comparable data on areas where a severe information gap exists. Depending on accessibility situation encountered in the field, the order of priority in implementing the sampling will be as follows:

1. Priority districts – areas accessible / inaccessible by road
2. Non-priority districts – areas accessible / inaccessible by road > Lamjung[1] & Solokhumbu[2]
3. Non-priority districts – areas accessible / inaccessible by road > Tanahu and Khotang

Stage 2: Randomly selected VDCs > Wards > Households within selected districts

In line with the baseline methodology, VDCs will be randomly selected within each district according to Probability Proportional to Size (PPS) method. One Ward will then be randomly selected within each selected VDC. Within each Ward, a randomly selected number of households will be interviewed to reach the required sample size.

Stage 3: Conduct market survey of construction materials in local shops.

To establish the current availability of construction materials a short market survey of selected construction items will be conducted in each sampled VDC.

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[1] Requested by CARE Nepal which contributed resources for assessment in this distrct
[2] Affected area with comparatively large information gap and poor road access

B.2. *Location*

The 14 priority districts that were assessed during the baseline will be covered in this assessment. In order to fill the information gap that exists for non-priority districts, an additional 4 affected districts will be added alongside the districts assessed during the baseline:[3]

Type	District	HH Sample
Baseline	Bhaktapur	220
Baseline	Dhading	120
Baseline	Dolakha	120
Baseline	Gorkha	120
Baseline	Kathmandu	200
Baseline	Kavrepalanchok	120
New	Khotang	120
Baseline	Lalitpur	200
New	Lamjung	140
Baseline	Makwanpur	150
Baseline	Nuwakot	130
Baseline	Okhaldhunga	120
Baseline	Ramechhap	120
Baseline	Rasuwa	220
Baseline	Sindhuli	140
Baseline	Sindhupalchok	120
New	Solukhumbu	120
New	Tanahu	140
	TOTAL	**2,620**

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[3] Chitwan not included due to security concerns and unrest at the time of preparation for assessment, as advised by DFID-GIZ Risk Management Office.

B.3. Work plan

Activities (All deadline dates are by COB unless otherwise indicated)	Sept			Oct				Nov
	16-22	23-29	30-06	07-13	14-20	21-27	28-03	04-10
A.1. Arrival and collection of initial secondary data & methodology design	▓							
A.2. Recruitment and training of enumerators	▓							
A.3. Field Data Collection		▓	▓	▓				
A.4. Analysis and Map production					▓	▓	▓	
A.5. Data validation					▓	▓	▓	
A.6. Preliminary results workshop					19th			
A.7. Preliminary Results dissemination (presentation)					19th			
A.8. Submission of report draft v1 for comments						25th		
A.9. Deadline for comments on v1							29th	
A.10. Submission of report draft 2 for comments							2nd	
A.11. Deadline for comments on v2								5th
A.12. Submission of final report to SC/IMPACT for validation								9th
A.13. Dissemination of final report & presentation to CSG								10th

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B.4. *Data Collection*

Enumerators: Where possible, data collection will be conducting using staff seconded by shelter cluster partners for the purposes of this assessment. In the event that these resources are unavailable for the assessment, and pending the availability of additional funds, enumerators will be recruited for the duration of the assessment.

Logistical Support: As with data collection staff, vehicles and transportation for the purposes of the assessment will be, where possible, sourced from shelter cluster partners. In the event that vehicles are not available, and pending the availability of additional funds, drivers and boat transportation will be recruited as appropriate.

Community Engagement: Upon arrival in selected area, the team leader will be responsible for introducing the local authorities to the objectives of the assessment to ensure acceptance. Data collection teams will then, under the supervision of their respective team leader, conduct a random selection of households before moving on to the next area selected for assessment.

Data Collection Platform: All primary data collection from HH Surveys and KII will be conducted using a mobile data collection tool. The backend data aggregator will be managed through the Shelter Cluster.

B.5. *Data Entry & Analysis*

Completed assessment forms will be uploaded directly to the offline data aggregator on a daily basis for analysis. At a mid-point in the assessment, SCT Assessment Coordinator will hold a preliminary analysis workshop with shelter cluster partners and other relevant actors (including the Government of Nepal). During this workshop, input will be received from relevant actors to facilitate the production of the final analytical report. Feedback on the baseline assessment report will be incorporated into the final report.

Following the conclusion of data collection the following deliverables will be produced by the SCT Assessment Coordinator in close cooperation with shelter cluster partners, other SCT members, GoN (DUDBC), etc.;

- A final assessment report
- Thematic static maps displaying primary and secondary data (as required)
- Cleaned and compiled datasets for open review by cluster partners, made available via the Humanitarian Data Exchange (HDX)

C. Budgeting Resources and Costs

Budget and resources (excluding REACH Assessment Coordinator and SCT Assessment and Monitoring Officer costs):

Description	Nb of Units	Months/ days	Total
1. PERSONNEL COSTS			21,000
National Staff			21000
Seconded staff	3	19	0
Team Leaders - data collection	10	19	7,000
Enumerators - data collection	24	17	12,000
Volunteers - traning	37	2	2,000
2. LOGISTICS			36,000

Procurement			**8000**
Phones	15		**1,400**
Battery	37		**1,000**
Communication	37		**2,000**
Accommodation - Training	37	3	**2,250**
Training venue/catering	45	3	**1,000**
Other			**350**
Travel			**28,000**
Car seconded	2	16	**0**
4x4 Car Rental	12	16	**20,000**
Helicopter flights	2	10	**8,000**
Other			
Total			**57,000**

Contributions in kind:

Item	Organisation
2 x full time staff	Plan International
21 x full time car	Plan International
1 x full time staff	Christian Aid
3 x staff for 1 week	Oxfam
1 x car for 1 week	Oxfam

D. Key Indicators

See Annex X Indicator List and XLS form.

E. Capacity Building

TBD. Preferable if this exercise had a capacity building element to it to build global and national resources to conduct further similar research study. Ideally, cluster partners could contribute human resources who have the potential to be deployed in the capacity of SCT Assessment Coordinator or SCT Assessment Database/GIS Manager in the future. In this case they could shadow the incoming assessment coordinator in a mentoring role.

As of 18 September, 3 staff were committed to be seconded as enumerators by OXFAM, 2 by Christian Aid, and 1 by Plan International. These team members will undergo intensive training over 3 days as part of the data collection team and will work closely with the Assessment Coordinator and Assessment Assistant throughout data collection.