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| --- | --- |
| **Research Terms of Reference**  **Disaster Risk Reduction (DRR) Mapping and Standardisation of Rapid Assessment Tool**  **UGA2201**  **Uganda** | |
| **7 February 2022**  **Version 1** | **C:\Users\Megan\AppData\Local\Microsoft\Windows\INetCache\Content.Word\REACH logo white (for a coloured background).jpg** |

1. **Executive Summary**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Country of intervention** | Uganda | | | | | | | |
| **Type of Emergency** | **X** | **Natural disaster** | □ | Conflict | | | □ | Other *(specify)* | |
| **Type of Crisis** | **X** | **Sudden onset** | □ | Slow onset | | | **X** | **Protracted** | |
| **Mandating Body/ Agency** | European Civil Protection and Humanitarian Aid Operations (ECHO) | | | | | | | |
| **IMPACT Project Code** | *UGA 25ANW – ECHO* | | | | | | | |
| **Overall Research Timeframe** *(from research design to final outputs / M&E)* | 01/10/2021 to 30/04/2022 | | | | | | | |
| **Research Timeframe**  *Add planned deadlines (for first cycle if more than 1)* | 1. Pilot/ training: 21- 25/02/2022 | | | | 6. Preliminary presentation: \_ tbc \_ \_ \_ | | | |
| 2. Start collect data: 28/02/2022 | | | | 7. Outputs sent for validation: 8/03/2022 | | | |
| 3. Data collected:11/03/2022 | | | | 8. Outputs published: 22/04/2022 | | | |
| 4. Data analysed: 17/03/2022 | | | | 9. Final presentation: 29/04/2022 | | | |
| 5. Data sent for validation: 18/03/2022 | | | |
| **Number of assessments** | **X** | **Single assessment (one cycle)** | | | | | | |
| □ | Multi assessment (more than one cycle)  *[Describe here the frequency of the cycle]* | | | | | | |
| **Humanitarian milestones** | **Milestone** | | | | **Deadline** | | | |
| X | Donor plan/strategy: The results will inform the harmonization of rapid assessment tools into one tool to be used by all partners operating in Uganda, enabling the development of one comparable database an information management system which stakeholders can access to inform a rapid response to sudden-onset disasters. | | | 30/04/2022 | | | |
| □ | Inter-cluster plan/strategy | | | \_ \_/\_ \_/\_ \_ \_ \_ | | | |
| □ | Cluster plan/strategy | | | \_ \_/\_ \_/\_ \_ \_ \_ | | | |
| X | NGO platform plan/strategy: The results are meant to provide a mapping of actors and activities in Uganda’s DRR space to facilitate improved coordination and collaboration between actors already operating as well as those joining the space. | | | 30/04/2022 | | | |
| □ | Other (Specify): | | | \_ \_/\_ \_/\_ \_ \_ \_ | | | |
| **Audience Type & Dissemination** *Specify* ***who*** *will the assessment inform and* ***how*** *you will disseminate to inform the audience* | **Audience type** | | | | **Dissemination** | | | |
| **X Strategic**  **X Programmatic**  **X Operational**  □ [Other, Specify] | | | | **□** General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors)  **X Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster** **meeting**  **X Website Dissemination (Relief Web & REACH Resource Centre)**  □ [Other, Specify] | | | |
| **Detailed dissemination plan required** | □ | Yes | | | **X** | **No** | | |
| **General Objective** | To create an overview and increase understanding among Disaster Risk Reduction (DRR) stakeholders including local government, international donors, NGOs and UN agencies, on the current DRR landscape and ongoing activities and to assist the process of harmonizing approaches to rapid assessments between different actors and stakeholders. | | | | | | | |
| **Specific Objective(s)** | SO1: To conduct a 4Ws[[1]](#footnote-1) mapping of the different actors working in Uganda’s DRR space.  SO2: To support local government and other actors in harmonizing methodologies and data collection efforts in the immediate aftermath of natural disasters. | | | | | | | |
| **Research Questions** | 1. Who are the key stakeholders currently implementing DRR activities across the different districts of Uganda and what are they doing? 2. What are the different tools currently used in Uganda for rapid assessments after natural disasters, and how can their strengths be used for the development of one, improved tool to be adopted by all? 3. What are the difficulties, advantages and opportunities for adopting a single rapid assessment tool for all stakeholders? | | | | | | | |
| **Geographic Coverage** | Country-wide including all districts of Uganda where national and international partners are implementing DRR activities | | | | | | | |
| **Secondary data sources** | 1. ECHO, “[Disaster Preparedness: Guidance Note](https://reliefweb.int/report/world/dg-echo-guidance-note-disaster-preparedness-2021),” 2021. 2. GFDRR, “[Uganda](https://www.gfdrr.org/en/region/uganda)” 3. IOM, [“Uganda Multi-Hazard Infographic – Response/ DRR Platform”.](https://reliefweb.int/report/uganda/uganda-multi-hazard-infographic-responsedrr-platform-10-january-2022) 10 January 2022 4. OCHA. “[Uganda Preparedness Plan.](https://www.unisdr.org/preventionweb/files/14677_UgandaDisasterPreparednessPlan081.pdf) Disaster preparedness for Effective response: Supporting the implementation of Priority 5 of the Hyogo Framework for Action in Uganda. 5. OPM, “[Annual State of Disaster Report](https://necoc-opm.go.ug/ASDR/ASDR%202020.pdf).” 2020 6. OPM, “National Risk and Vulnerability Atlas of Uganda” 7. OPM, “[The National Policy for Disaster Preparedness and Management.”](https://www.necoc-opm.go.ug/publications/1.%20National%20Policy%20for%20Disaster%20Preparedness%20&%20Management.pdf) April 2011. 8. UNDP & OPM, “Governance of disaster risk reduction and management in Uganda. A literature review.” 9. UNDP, “[Stregthening capacities for Disaster Risk Management and Resilient Building Project](https://www.ug.undp.org/content/uganda/en/home/operations/projects/SustainableInclusiveEconomicDevelopmentProgramme/strengthening-capacities-for-disaster-risk-management-and-resili.html)”: 10. UNDRR, “[Checklist 2.0: Scaling up disaster risk reduction in humanitarian action. Recommendations for the Humanitarian Programme Cycle](https://kmp.hpc.tools/km/scaling-disaster-risk-reduction-humanitarian-action-20)”, 2021 11. UNDRR, “[Scaling up disaster risk reduction in humanitarian action](https://www.undrr.org/publication/scaling-disaster-risk-reduction-humanitarian-action)”, 2021 | | | | | | | |
| **Population(s)** | □ | IDPs in camp | | | □ | IDPs in informal sites | | |
| *Select all that apply* | □ | IDPs in host communities | | | □ | IDPs [Other, Specify] | | |
|  | □ | Refugees in camp | | | □ | Refugees in informal sites | | |
|  | □ | Refugees in host communities | | | □ | Refugees [Other, Specify] | | |
|  | □ | Host communities | | | **X** | **International and local actors i.e. (I)NGOs and UN agencies operating in the Uganda DRR space** | | |
| **Stratification**  *Select type(s) and enter number of strata* | □ | Geographical #:\_ \_ \_  Population size per strata is known? □ Yes □ No | □ | Group #: \_ \_ \_  Population size per strata is known?  □ Yes □ No | | | □ | *[Other Specify]* #: \_ \_  Population size per strata is known?  □ Yes □ No |
| **Data collection tool(s)** | **X** | **Structured (Quantitative)** | | | **□** | Semi-structured (Qualitative) | | |
|  | **Sampling method** | | | | **Data collection method** | | | |
| **Structured data collection tool # 1**  *Select sampling and data collection method and specify target # interviews* | **X Purposive ((I)NGOs and UN agencies operating in the Uganda DRR space)**  □ Probability / Simple random  □ Probability / Stratified simple random  □ Probability / Cluster sampling  □ Probability / Stratified cluster sampling  □ [Other, Specify] | | | | X **Key informant interview (Target #):\_25 \_**  URL link of the tool will be generated in Kobo and shared via email to members of the mailing list that willl be invited to participate in the survey  □ Group discussion (Target #):\_ \_ \_ \_ \_  □ Household interview (Target #):\_ \_ \_ \_ \_  □ Individual interview (Target #):\_ \_\_ \_  □ Direct observations (Target #):\_ \_ \_ \_ \_  □ [Other, Specify](Target #):\_ \_ \_ \_ \_ | | | |
| **Data management platform(s)** | **X** | **IMPACT** | | | □ | UNHCR | | |
|  | □ | [Other, Specify] | | | | | | |
| **Expected ouput type(s)** | □ | Situation overview #: \_ \_ | □ | Report #: \_ \_ | | | □ | Profile #: \_ \_ |
|  | □ | Presentation (Preliminary findings) #: \_ \_ | □ | Presentation (Final) #: \_ \_ | | | **X** | **Factsheet #: 1** |
|  | □ | Interactive dashboard #:\_ | □ | Webmap #: \_ \_ | | | □ | Map #:\_ \_ |
|  | **X** | **Public database** | | | | | | |
| **Access** | **X** | **Public (Final factsheet available on REACH resource center, the National Emergency Coordination and Operations Centre (NECOC) website and other humanitarian platforms)** | | | | | | |
| □ | Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms) | | | | | | |
| **Visibility** *Specify which* ***logos*** *should be on outputs* | **REACH**Evaluating the impact of COVID-19 on multi-sectoral humanitarian needs -  Elrha | | | | | | | |
| **ECHO**World Vision launches &#39;SAFE&#39; project in West Bank with EU Humanitarian Aid  | Jerusalem – West Bank – Gaza | World Vision International | | | | | | | |
| **Coordination Framework:**  **Department of Disaster Preparedness and Management Office of the Prime Minister** | | | | | | | |
| ***Partners:*** *[List logos here if outside coordination framework]* | | | | | | | |

1. **Rationale** 
   1. **Background**

Floods, mudslides/ landslides, prolonged periods of drought, human and livestock epidemics have in the recent past devastated several parts of Uganda with significant social and economic consequences.[[2]](#footnote-2) According to the Annual Disaster State Report of 2020, natural disasters in 2019/2020 affected more than 356,639 households leaving at least 126,182 persons displaced. The regions most affected included; Karamoja, South West and Central Uganda and the Lango sub-regions. Statistics also indicate that Uganda registered an economic loss amounting to UGX.563,239,697,910 (US$152.2 million) within the same period. This downturn was further aggravated by the negative consequences of the COVID-19 pandemic highlighted with a notable loss of lives and livelihoods.[[3]](#footnote-3)

Uganda has taken steps to provide for a better-coordinated response to disasters. Globally, Uganda ratified the [Sendai Framework for Disaster Risk Reduction (SFDRR) 2030](https://www.undrr.org/publication/sendai-framework-disaster-risk-reduction-2015-2030). In terms of policy response, Uganda developed the [National Policy for Disaster Preparedness and Management of 2011](https://reliefweb.int/report/uganda/national-policy-disaster-preparedness-and-management). Under this policy, the Department of Disaster Preparedness and Management under the Office of the Prime Minister is tasked with coordinating disaster and risk mitigation, prevention, preparedness, effective response and recoveries to disasters.[[4]](#footnote-4) Currently however, the existing mechanisms for preparedness and response coordination remain inadequate at both national and local levels. The lack of an active coordination platform means it is hard for stakeholders to coordinate efforts in the DRR sphere. Different response actors use a range of different tools to collect information on the impact of disasters and the needs of affected populations in their immediate aftermath[[5]](#footnote-5). This inhibits a rapid response by local government, international donors and developmental partners as they do not always receive data that is sufficient and reliable enough to inform their response. Additionally, the range of different tools inhibits the formation of a shared database and linkage to a national Information Management (IM) system to allow for longitudinal comparisons of disaster frequency and impact. At the sub-national level, several disaster-prone districts also lack effective disaster preparedness and response plans to effectively mitigate and cope with the devastating effects of disasters.[[6]](#footnote-6)

* 1. **Intended impact**

This project seeks firstly to provide an updated overview of Uganda’s DRR landscape by mapping who is doing what, where, and when. Disaster risk reduction is the concept and practice of reducing disaster risks through systematic efforts to analyse and manage the causal factors of disasters, including through reduced exposure to hazards, lessened vulnerability of people and property, wise management of land and the environment, and improved preparedness for adverse events. Activities aimed at understanding risk include; hazard mapping / identification, vulnerability identification and analysis of historical data. Activities aimed at mitigating risk include; irrigation, implementation of enforcement of building blocks as well as land use and zoning whereas activities aimed at preparedness and planning for disasters include; elaborating disaster risk management plans, identification of evacuation routes and meeting points, risk awareness with the communities, building the capacities of national and local authorities among others.

Understanding Uganda’s DRR landscape will be pivotal in developing a better coordinated disaster response. Findings will aid responsible government bodies as well as DRR actors themselves to minimize duplication when it comes to the implementation of DRR activities. Secondly, the assessment will pave way for discussions for the development of a harmonized rapid assessment tool able to feed into a centralized IM system to provide donors, government and developmental partners with timely and reliable data to respond to disasters.

1. **Methodology**
   1. **Methodology overview**

The study will adopt a quantitative research approach to gather primary data on the outlined research questions. Representatives from partners that are currently engaged in on-going or previous DRR project activities will be purposively selected.[[7]](#footnote-7) These will include staff, experts and technocrats from local and international NGOs and UN agencies that are actively working or have worked on DRR projects. The sampling frame will consist of all partners that are active participants to the Uganda DRR platform from which a mailing list will be generated (See Table 1). Additionally, to obtain an exhaustive list of all DRR actors in Uganda, a snowballing technique will be adopted where the actors from the mailing list will be engaged bilaterally to provide additional contact details of other actors implementing DRR activities in their operational areas that were not included in this list. An invitation email accompanied with a URL link to the survey will be shared with each organisation on the list. This will indicate the purpose of the study as well as specifying that one member from the organisation with sufficient understanding of the organisation’s DRR activities’ implementation fill out the form. The data will be collected between February 28 to March 11, 2022.

**Table 1: Mailing list of active DRR actors in Uganda**

|  |  |
| --- | --- |
| 1 | ADRA |
| 2 | BRAC |
| 3 | CARE International |
| 4 | Catholic Relief Services |
| 5 | Civil Society Budget Advocacy Group |
| 6 | CSO Uganda |
| 7 | DanChurch Aid |
| 8 | Family Matters Coop |
| 9 | Food and Agriculture Organization of the United Nations |
| 10 | Hand to Uganda |
| 11 | International Institute for Rural Reconstruction |
| 12 | International Organisation for Migration |
| 13 | Oxfam |
| 14 | Save the Children |
| 15 | Springs of Grace |
| 16 | Uganda Redcross Society |
| 17 | United Nations |
| 18 | United Nations Children's Fund |
| 19 | United Nations Development Programme |
| 20 | United Nations Population Fund |
| 21 | United Nations Uganda |
| 22 | World Food Programme |
| 23 | World Health Organisation |
| 24 | World Vision |
| 25 | ZOA |

**Source: Department of Disaster Preparedness and Management, Office of the Prime Minister (*as of Feb, 2022*)**

* 1. **Population of interest**

The population of interest includes national and international non-state actors implementing DRR activities across all districts of Uganda. This is because the prevalence and impact of natural disasters varies from region to region, as does the subsequent response. The IMPACT field team engage various key partners including the International Office for Migration (IOM) and the Office of the Prime Minister (OPM) to support in identifying non-state DRR actors.

* 1. **Secondary data review**

A secondary data review will be undertaken to inform available government institutions, donor and partner resources working on DRR in Uganda. The review will contribute to an overview of Uganda’s DRR landscape; regional differences, existing DRR partners and the activities they are implementing.

The assessment team will rely on the network of local, national, and international stakeholders involved in DRR to identify further data sources that can contribute to this assessment and ensure the secondary data review is as comprehensive as possible.

See below a (non-exhaustive) list of sources of information that will be included in the final desk review:

* Reports from UN Agencies, national and international non-state actors such as:
  + ECHO, “[Disaster Preparedness: Guidance Note](https://reliefweb.int/report/world/dg-echo-guidance-note-disaster-preparedness-2021),” 2021.
  + GFDRR, “[Uganda](https://www.gfdrr.org/en/region/uganda)”
  + IOM, [“Uganda Multi-Hazard Infographic – Response/ DRR Platform”.](https://reliefweb.int/report/uganda/uganda-multi-hazard-infographic-responsedrr-platform-10-january-2022) 10 January 2022
  + OCHA. “[Uganda Preparedness Plan.](https://www.unisdr.org/preventionweb/files/14677_UgandaDisasterPreparednessPlan081.pdf) Disaster preparedness for Effective response: Supporting the implementation of Priority 5 of the Hyogo Framework for Action in Uganda.
  + UNDP & OPM, “Governance of disaster risk reduction and management in Uganda. A literature review.”
  + UNDP, “[Stregthening capacities for Disaster Risk Management and Resilient Building Project](https://www.ug.undp.org/content/uganda/en/home/operations/projects/SustainableInclusiveEconomicDevelopmentProgramme/strengthening-capacities-for-disaster-risk-management-and-resili.html)”:
  + UNDRR, “[Checklist 2.0: Scaling up disaster risk reduction in humanitarian action. Recommendations for the Humanitarian Programme Cycle](https://kmp.hpc.tools/km/scaling-disaster-risk-reduction-humanitarian-action-20)”, 2021
  + UNDRR, “[Scaling up disaster risk reduction in humanitarian action](https://www.undrr.org/publication/scaling-disaster-risk-reduction-humanitarian-action)”, 2021
* Reports from Ugandan government bodies, such as:
* OPM, “[Annual State of Disaster Report](https://necoc-opm.go.ug/ASDR/ASDR%202020.pdf).” 2020
* OPM, “National Risk and Vulnerability Atlas of Uganda”
* OPM, “[The National Policy for Disaster Preparedness and Management.”](https://www.necoc-opm.go.ug/publications/1.%20National%20Policy%20for%20Disaster%20Preparedness%20&%20Management.pdf) April 2011.
  1. **Primary Data Collection**

The OPM will generate a mailing list of all non-state DRR actors that are part of the DRR platform and actively engaged in activities in Uganda’s DRR space. The Assessment Officer will bilaterally reach out to the listed contacts inviting them to participate in the online study. The AO will share a [URL link](https://ee.humanitarianresponse.info/x/RcbwQ2Yf) to Kobo Collect where the actor will be able to respond to the questionnaire and revert. The primary data collection will be conducted between February 28 to March 11, 2022.

**Sampling**

Sampling will involve purposive selection of study participants from the DRR platform[[8]](#footnote-8) mailing list. Initially, REACH targeted a list of 25 (I)NGOs and requested further input from partners and OPM. To ensure maximum participation of partners, two to three KIs within each organization will be targeted via email wherever possible. In total, around 60 – 70 KIs will be targeted for participation in the survey with the request that one person fills out the survey per organization. In total, we aim to receive 25 submissions – one for each organization. Partners are also requested to provide contact details of any other actors they are aware of implementing DRR related activities in their implementation areas.

**Tool**

An [individual interview tool](https://acted-my.sharepoint.com/personal/giulia_montisci_impact-initiatives_org/_layouts/15/Doc.aspx?sourcedoc=%7Bd0de7779-7320-4a7d-a92e-dd5f6c41ed8f%7D&action=default&slrid=b4ec20a0-f0f9-3000-b723-e8fdd0be53f6&originalPath=aHR0cHM6Ly9hY3RlZC1teS5zaGFyZXBvaW50LmNvbS86dzovZy9wZXJzb25hbC9naXVsaWFfbW9udGlzY2lfaW1wYWN0LWluaXRpYXRpdmVzX29yZy9FWGwzM3RBZ2MzMUtxUzdkWDJ4QjdZOEJQZEczVl92eXFpLXNkd0FlU2pNbzVnP3J0aW1lPWFRNzY1V0h3MlVn&cid=444f281c-d856-4439-a8dc-b9be05232214) targeting DRR partners has been developed by REACH with input from the OPM, the IOM and other DRR actors. The tool has been programmed in Kobo toolbox to remotely collect data from the study participants via a [URL link](https://ee.humanitarianresponse.info/x/RcbwQ2Yf). The link will be shared with all non-state members of the DRR platform who will fill out the survey and revert. Data will be stored on the IMPACT Kobo server. All protocols ensuring that data is properly protected by password and adheres to the data protection principles will be adhered to.

* 1. **Data Processing & Analysis**

The database officer will download primary data from the KOBO platform and submit to the assessment officer for checking and cleaning. This will involve making daily checks of the data submitted and promptly following up in case any questions arise. A list of possible error cases will be generated in MS Excel to guide the AO during the checking. The data cleaning will be done in compliance to the [IMPACT Minimum Standards on Data Cleaning Checklist](https://www.impact-repository.org/wp-content/uploads/2020/01/IMPACT_Memo_Data-Cleaning-Min-Standards-Checklist_28012020-1-1.pdf). In some cases, cleaning will involve recoding open text responses such as organisation name to ensure uniform spelling. Once the dataset is cleaned and validated, the assessment team will conduct analysis manually mainly using pivot tables in excel to produce descriptive statistics and graphs to be included in the factsheet. The graphs will be developed using Excel before being formatted in InDesign for final publication.

1. **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[[9]](#footnote-9) |  |
| … **Respects respondents, their rights and dignity** (*specifically by: seeking informed consent, designing length of survey/ discussion while being considerate of participants’ time, ensuring accurate reporting of information provided*)? | Yes |  |
| … Does not **expose data collectors to any risks as a direct result** of participation in data collection? | Yes |  |
| … Does not **expose respondents / their communities to any risks as a direct result** of participation in data collection? | Yes |  |
| … Does not involve **collecting information on specific topics which may be stressful and/ or re-traumatising** for research participants (both respondents and data collectors)? | Yes |  |
| … Does not involve **data collection with minors** i.e. anyone less than 18 years old? | Yes |  |
| … Does not involve **data collection with other vulnerable groups** e.g. persons with disabilities, victims/ survivors of protection incidents, etc.? | Yes |  |
| … Follows IMPACT SOPs for management of **personally identifiable information**? | **NO** | We will be asking for KIs name and email address to be taken up in the public database. This is to make sure that when partners look up a partner that might be doing similar activities they can immediately reach out to their counterpart(s). As mitigation we will seek informed consent for this information to be collected and shared**.** |

**5. Roles and responsibilities**

**Table 3: Description of roles and responsibilities**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Task Description** | **Responsible** | **Accountable** | **Consulted** | **Informed** |
| Research design | REACH Assessment Officer | REACH Research Manager | Research Manager, IMPACT HQ Research Design and Data Unit (RDDU), OPM, IOM | IMPACT Country Cordinator, ECHO, DRR partners, NECOC |
| Supervising data collection | REACH Assessment Officer | REACH Research Manager | REACH Research Manager, | IMPACT Country Cordinator, OPM, IOM |
| Data processing (checking, cleaning) | REACH Assessment Officer  REACH Data Specialist | REACH Research Manager, REACH Data Specialist | IMPACT HQ Research Design and Data Unit (RDDU) | IMPACT Country Cooridnator |
| Data analysis | REACH Database Officer,  REACH Data Specialist | REACH Research Manager | IMPACT HQ, OPM | IMPACT Country Coordinator |
| Output production | REACH Assessment Officer | REACH Research Manager | IMPACT HQ Reporting Unit, | IMPACT Country Coordinator |
| Dissemination | REACH Assessment Officer | REACH Research Manager | OPM, IOM, NECOC, IMPACT Country Coordinator | ECHO, DRR partners |
| Monitoring & Evaluation | REACH Research Manager | IMPACT Country Coordinator | IMPACT HQ, OPM | OPM, IOM, NECOC ECHO, DRR partners |
| Lessons learned | REACH Research Manager | IMPACT Country Coordinator | IMPACT HQ, OPM, IOM, NECOC | ECHO, DRR partners |

***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*

1. **Data Analysis Plan**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Research questions** | **IN #** | **Data collection method** | **Indicator group / sector** | **Indicator / Variable** | **Questionnaire Question** | **Instructions** | **Questionnaire Responses** | **Data collection level** |
|  | ***A.1.1.*** | Individual Interview | Key characteristics | Respondent name | What is your name? | Enter name |  | Organisation |
| ***A.1.2.*** | Individual Interview | Key characteristics | Respondent role in organisation | What is your role in your organization? | text |  | Organisation |
| ***A.1.3.*** | Individual Interview | Key characteristics | Respondent email | Please leave your contact mail | text |  | Organisation |
| ***A.1.4.*** | Individual Interview | Key characteristics | Respondent organisation | What is the name of your organization? | text |  | Organisation |
| ***A.1.5.*** | Individual Interview | Key characteristics | Frequency of organisations by their organisational type | What is the type of your organization? | Select one | government\_body; un\_agency; ingo; ngo; other | Organisation |
| ***Who are the key stakeholders currently implementing DRR activities in the different districts of Uganda?*** | ***A.1.6.*** | Individual Interview | Organisational DRR profile | Frequency of organisations operating in Uganda's DRR space | Is your organization operating in the Disaster Risk Reduction (DRR) space in Uganda? | Select one | yes; no; no\_but\_my\_organization\_is\_planning\_to | Organisation |
| ***A.1.7.*** | Individual Interview | Organisational DRR profile | Frequency of organisations by their target of DRR activities | What is the target of your organization for its DRR related activities? | Select one | Some\_or\_all\_the\_refugee\_hosting\_districts; uganda\_as\_a\_whole\_nationallevel\_nationwide; only\_some\_regions\_of\_uganda\_eg\_central\_region\_western\_cattle\_corridor\_etc | Organisation |
| ***A.1.8.*** | Individual Interview | Organisational DRR profile | Frequency of organisations by region of DRR activity implementation | Could you please specify which regions? | text |  | Organisation |
| ***A.1.9.*** | Individual Interview | Organisational DRR profile | Frequency of organisations by number of DRR projects implemented by the organisation in the last 5years | Can you please estimate how many projects (DRR) has your organization implemented in the past 5 years? | Enter number |  | Organisation |
| ***A.2.1.*** | Individual Interview | Organisational DRR profile | Project title | What is the title of this project? | text |  | Organisation |
| ***A.2.2.*** | Individual Interview | Organisational DRR profile | Project donor | Who is the donor of this project? | text |  | Organisation |
| ***A.2.3.*** | Individual Interview | Organisational DRR profile | Project budget | What is the budget of this project? | Enter number |  | Organisation |
| ***A.2.4.*** | Individual Interview | Organisational DRR profile | Year DRR project started | When did this project start? | date |  | Organisation |
| ***A.2.5.*** | Individual Interview | Organisational DRR profile | Year DRR project is ending/ ended | When did this project finish / when is this project expected to finish? | date |  | Organisation |
| ***A.2.6.*** | Individual Interview | Organisational DRR profile | Frequency of organisations by geographic scope of implementation of DRR project(s) | What is the geographic scope of this project? | Select one | countrywide\_national\_all\_uganda; local\_district\_level\_some\_districts\_within\_uganda;  crossborder\_uganda\_and\_other\_neighboring\_countries | Organisation |
| ***A.2.7*** | Individual Interview | Organisational DRR profile | Frequency of organisations by districts where DRR activities are being targeted. | Can you please specify which districts is your project targeting? | Select multiple | abim; adjumani; agago; alebtong; amolatar; amudat; amuria; amuru; apac; arua; budaka; bududa; bugiri; bugweri; buhweju; buikwe; bukedea; bukomansimbi; bukwa; bulambuli; buliisa; bundibugyo; bunyangabu; bushenyi; busia; butaleja; butambala; butebo; buvuma; buyende; dokolo; gomba; gulu; hoima; ibanda; iganga; isingiro; jinja; kaabong; kabale; kabarole; kaberamaido; kalaki; kalangala; kaliro; kalungu; kampala; kamuli; kamwenge; kanungu; kapchorwa; kapelebyong; karenga; kasanda; kasese; katakwi; kayunga; kazo; kibaale; kiboga; kibuku; kikuube; kiruhura; kiryandongo; kisoro; kitagwenda; kitgum; koboko; kole; kotido; kumi; kwania; kween; kyankwanzi; kyegegwa; kyenjojo; kyotera; lamwo; lira; luuka; luweero; lwengo; lyantonde; madi-okollo; manafwa; maracha; masaka; masindi; mayuge; mbale; mbarara; mitooma; mityana; moroto; moyo; mpigi; mubende; mukono; nabilatuk; nakapiripirit; nakaseke; nakasongola; namayingo; namisindwa; namutumba; napak; nebbi; ngora; ntoroko; ntungamo; nwoya; obongi; otuke; oyam; pader; pakwach; pallisa; rakai; rubirizi; rukiga; rukungiri; rwampara; sembabule; serere; sheema; sironko; soroti; terego; tororo; wakiso; yumbe; zombo | Organisation |
| ***A.2.8*** | Individual Interview | Organisational DRR profile | % of groups targeted for DRR projects. | Which are the target groups of this project? | Select multiple | national\_authorities; district\_level\_authorities; county\_level\_authorities; subcounty\_level\_authorities; parish; village\_community\_level; other | Organisation |
| ***A.2.9*** | Individual Interview | Organisational DRR profile | % of project focus on hazard or risk | Does your project focus on a specific hazard or risk? | Select multiple (if multi-hazard selected, constrain to one option) | multi\_hazard; floods\_flash\_floods; mudslides; drought; hailstorms\_lightning; pests; epidemics; other | Organisation |
| ***A.2.10*** | Individual Interview | Organisational DRR profile | % of DRM phases to which project activities being implemented are contributing to. | To which phase(s) of DRM are the activities of your project contributing to? | Select multiple | understanding\_the\_risk\_hazards\_and\_vulnerabilities\_identification\_exposure; prevention\_measures; mitigation\_measures; preparedness\_and\_planning; recovery\_and\_response; coordination; other | Organisation |
| ***A.2.11*** | Individual Interview | Organisational DRR profile | activities contributing to understanding of risk | Which activities to contribute to understanding the risk is this project implementing? | Select one | hazard\_identification; vulnerability\_identification; analysis\_of\_historical\_disaster\_data; other | Organisation |
| ***A.2.12*** | Individual Interview | Organisational DRR profile | activities contributing to prevention of risk | Which activities to contribute to preventing the risk is this project implementing? | Select multiple | prevention\_works\_dams\_dikes\_levee\_banks\_construction\_or\_strengthening; forestry\_eg\_landslide\_prevention; improved\_infrastructure\_roads\_rock\_walls\_etc; land\_use\_and\_zoning\_practices; other | Organisation |
| ***A.2.13*** | Individual Interview | Organisational DRR profile | activities contributing to mitigating of risk | Which activities to contribute to mitigating the risk is this project implementing? | Select multiple | irrigation\_drought\_mitigation;  implementation\_and\_enforcing\_building\_codes;  land\_use\_and\_zoning\_practices; other | Organisation |
| ***A.2.14*** | Individual Interview | Organisational DRR profile | activities contributing to preparedness and planning | Which activities to contribute to preparedness and planning is this project implementing? | Select multiple | elaborating\_drm\_plans; identification\_of\_evacuation\_routes\_and\_meeting\_points; organization\_of\_drills  raise\_risk\_awareness\_with\_communities; developing\_early\_warning\_systems; training\_and\_formation\_of\_community\_response\_brigades\_groups; elaboration\_of\_community\_risk\_map; capacity\_building\_of\_national\_authorities; capacity\_building\_of\_local\_authorities; procurement\_of\_response\_equipment; other | Organisation |
| ***A.2.15*** | Individual Interview | Organisational DRR profile | Frequency of DRM plans that organizations have helped or are helping to develop | Which DRM plan(s) has/is your organization helped or helping to develop? | Select multiple | national\_contingency\_plan; regional\_contingency\_plan; district\_contingency\_plan; community\_contingency\_plan; mainstreaming\_drr\_in\_national\_development\_plan; mainstreaming\_drr\_in\_regional\_development\_plan; mainstreaming\_drr\_in\_district\_development\_plan; other | Organisation |
| ***A.2.16*** | Individual Interview | Organisational DRR profile | activities contributing to recovery and response being implemented | Which activities contributing to recovery and response is this project implementing? | Select multiple | mobilization\_of\_resources\_human\_financial\_to\_respond\_to\_disaster; assessment\_of\_damage; building\_back\_better\_including\_rehabilitation\_of\_water\_system\_shelter\_reconstructions; other | Organisation |
| ***A.3.1.*** | Individual Interview | Submission of DRR plans | Number of organisations that have recently submitted or plan to submit DRR related proposals | Is your organization planning to submit or has recently submitted a project proposal related to DRR? | Select one | yes; no | Organisation |
| ***A.3.2.*** | Individual Interview | Submission of DRR plans | % of likelihood of proposal approval of DRR related proposals submitted | What is the likelihood of the proposal being approved? | Select one | low; medium; high | Organisation |
| ***A.3.3.*** | Individual Interview | Submission of DRR plans | Geographic scope of project | What is the geographic scope of this project? | Select one | countrywide\_national\_all\_uganda;  local\_district\_level\_some\_districts\_within\_uganda; crossborder\_uganda\_and\_other\_neighboring\_countries | Organisation |
| ***A.3.4.*** | Individual Interview | Organisational DRR profile | Frequency of organisations by districts where DRR activities are being targeted. | Can you please specify which districts is your project targeting? | Select multiple | abim; adjumani; agago; alebtong; amolatar; amudat; amuria; amuru; apac; arua; budaka; bududa; bugiri; bugweri; buhweju; buikwe; bukedea; bukomansimbi; bukwa; bulambuli; buliisa; bundibugyo; bunyangabu; bushenyi; busia; butaleja; butambala; butebo; buvuma; buyende; dokolo; gomba; gulu; hoima; ibanda; iganga; isingiro; jinja; kaabong; kabale; kabarole; kaberamaido; kalaki; kalangala; kaliro; kalungu; kampala; kamuli; kamwenge; kanungu; kapchorwa; kapelebyong; karenga; kasanda; kasese; katakwi; kayunga; kazo; kibaale; kiboga; kibuku; kikuube; kiruhura; kiryandongo; kisoro; kitagwenda; kitgum; koboko; kole; kotido; kumi; kwania; kween; kyankwanzi; kyegegwa; kyenjojo; kyotera; lamwo; lira; luuka; luweero; lwengo; lyantonde; madi-okollo; manafwa; maracha; masaka; masindi; mayuge; mbale; mbarara; mitooma; mityana; moroto; moyo; mpigi; mubende; mukono; nabilatuk; nakapiripirit; nakaseke; nakasongola; namayingo; namisindwa; namutumba; napak; nebbi; ngora; ntoroko; ntungamo; nwoya; obongi; otuke; oyam; pader; pakwach; pallisa; rakai; rubirizi; rukiga; rukungiri; rwampara; sembabule; serere; sheema; sironko; soroti; terego; tororo; wakiso; yumbe; zombo | Organisation |
| ***A.3.5.*** | Individual Interview | Submission of DRR plans | % of target groups by targeted number of projects | Which are the target groups of this project? | Select one | national\_authorities ; district\_level\_authorities; county\_level\_authorities; subcounty\_level\_authorities; parish; village\_community\_level; other | Organisation |
| ***A.3.6.*** | Individual Interview | Organisational DRR profile | % of project focus on hazard or risk | Does your project focus on a specific hazard or risk? | Select multiple (if multi-hazard selected, constrain to one option) | multi\_hazard; floods\_flash\_floods; mudslides; drought; hailstorms\_lightning; pests; epidemics; other | Organisation |
| ***A.3.7.*** | Individual Interview | Submission of DRR plans | phase(s) of DRM to which project activities are contributing to | To which phase(s) of DRM are the activities of your project contributing to? | Select multiple | understanding\_the\_risk\_hazards\_and\_vulnerabilities\_identification\_exposure; prevention\_measures;  mitigation\_measures; preparedness\_and\_planning; response\_and\_recovery; coordination; other | Organisation |
| ***What are the different tools currently used in Uganda for rapid assessments after natural disasters?*** | ***B.1.1.*** | Individual Interview | DRR tools | Type of disaster rapid assessment tool(s) | Please select the sentence that better describes your organization | Select one | my\_organization\_agency\_has\_its\_own\_standard\_disaster\_rapid\_assessment\_tool; my\_organization\_uses\_a\_standard\_disaster\_rapid\_assessment\_tool\_from\_another\_organization\_agency; my\_organization\_uses\_adhoc\_personalized\_disaster\_rapid\_assessment\_tool; my\_organization\_does\_not\_do\_any\_disaster\_rapid\_assessment; other | Organisation |
| ***B.1.2.*** | Individual Interview | DRR tools | Frequency of rapid assessment tools currently being used | Please upload the tool(s) that your organization uses for disaster rapid assessment | File upload |  | Organisation |
| ***B.1.3.*** | Individual Interview | DRR tools | Frequency of DRM plans / assessments developed | Can you upload any DRM plan/assessment that your organization has developed/contributed to in the past 5 years? | File upload |  | Organisation |
| ***What are the difficulties, advantages and opportunities for adopting a single rapid assessment tool for all stakeholders?*** | ***C.1.1.*** | Individual Interview | adoption of single rapid assessment tool | Frequency of DRM coordination mechanisms respondents are familiar with | Please select the DRM coordination mechanisms you are familiar with | Select multiple | opm\_necoc; national\_drr\_platform; district\_disaster\_management\_committees; subcounty\_disaster\_management\_committees; other; iam\_not\_aware\_of\_any\_of\_those | Organisation |
| ***C.1.2.*** | Individual Interview | adoption of single rapid assessment tool | % of DRM coordination mechanisms participated in | Please select the DRM coordination mechanisms your organisation is actively participating in. | Select multiple | opm\_necoc; national\_drr\_platform; district\_disaster\_management\_committees; subcounty\_disaster\_management\_committees; other; iam\_not\_aware\_of\_any\_of\_those | Organisation |

**6. Data Management Plan**

Data management plan available upon request.

1. **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 Center | Country request to HQ | User\_log | **X Yes** |
| # of downloads of x product from Relief Web | Country request to HQ | □ Yes |
| # of downloads of x product from Country level platforms | Country team | □ Yes |
| # of page clicks on x product from REACH global newsletter | Country request to HQ | □ Yes |
| # of page clicks on x product from country newsletter, sendingBlue, bit.ly | Country team | □ Yes |
| # of visits to DRM platform website and visits to online database | Country request to HQ | **X 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 | N/A  N/A |
| # 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 programming | Perceived relevance of IMPACT country-programs | Country team | Usage\_Feedback *and* Usage\_Survey template | *No end usage survey is scheduled for this assessment. However, we will be collecting feedback from partners shared via email, and in coordination meetings such as the DRR platform.* |
| Perceived usefulness and influence of IMPACT outputs |
| Recommendations to strengthen IMPACT programs |
| Perceived capacity of IMPACT staff |
| Perceived quality of outputs/programs |
| Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle | Number and/or percentage of DRR partners directly contributing to IMPACT programs *(making inputs to the tool, participating to workshops and presentations, etc.)* | # of organisations/clusters inputting in research design and joint analysis | Country team | Engagement\_log | **X Yes** |
| # of organisations/clusters attending, workshops briefings on findings; | **X Yes** |
|  |  |

1. According to the Inter-Agency Standing Committee, 4Ws (Who is Where, When, doing what) is a tool implemented in areas of aid to map supports by government and non-governmental agencies, including pre-emergency services. [↑](#footnote-ref-1)
2. OPM, “[Annual State of Disaster Report](https://necoc-opm.go.ug/ASDR/ASDR%202020.pdf).” 2020 [↑](#footnote-ref-2)
3. UNDP, “[Socio-economic impact of COVID-19 in Uganda](https://www.greengrowthknowledge.org/sites/default/files/downloads/resource/Socio-Economic-Impact-COVID-19-Uganda-Brief-1-UNDP-Uganda-April-2020.pdf): Short, medium and longer-term socioeconomic impacts.” April 20022 [↑](#footnote-ref-3)
4. OPM, “[The National Policy for Disaster Preparedness and Management.”](https://www.necoc-opm.go.ug/publications/1.%20National%20Policy%20for%20Disaster%20Preparedness%20&%20Management.pdf) April 2011 [↑](#footnote-ref-4)
5. Prevention Webb, “IOM launches Disaster risk reduction project in Uganda with the support of the European Union” see [here](https://www.preventionweb.net/news/iom-launches-disaster-risk-reduction-project-uganda-support-european-union) [↑](#footnote-ref-5)
6. Ibid [↑](#footnote-ref-6)
7. The Department of Disaster Preparedness and Management under the Office of the Prime Minister coordinates the Disaster Preparedness and Management (DPM) platform which brings together all actors; including national and international partners that are implementing DRR activities in Uganda. They maintain a database of around 25 non-state actors which will constitute the initial mailing list for the mapping exercise. [↑](#footnote-ref-7)
8. The DRR platform is coordinated by the Department of Disaster Preparedness and Management, Office of the Prime Minister to coordinate tasks and activities of the DRR working group and dispensation of DRR activities in Uganda. [↑](#footnote-ref-8)
9. REACH has engaged the OPM-led DRR coordination platform, IOM and other DRR stakeholders. REACH also coordinates with IOM and OPM in collecting the different rapid assessment tools and work towards harmonization. [↑](#footnote-ref-9)