Research Terms of Reference

WASH Assessment for Somalia
SOM1908
Somalia

August 16, 2019
Version 1.0

REACH Informing more effective humanitarian action

WASH Cluster Water Sanitation Hygiene

1. Executive Summary

Country of intervention	Somalia
Type of Emergency	X Natural disaster X Conflict
Type of Crisis	□ Sudden onset □ Slow onset X Protracted
Mandating Body/ Agency	Somalia WASH Cluster
Project Code	98iAIP
Overall Research Timeframe *(from research design to final outputs / M&E)*	01/07/2019 to 31/12/2019

Research Timeframe *Add planned deadlines (for first cycle if more than 1)*		
	1. Start collect data: 15/09/2019	5. Preliminary presentation: 01/12/2019
	2. Data collected: 01/10/2019	6. Outputs sent for validation: 01/12/2019
	3. Data analysed: 01/11/2019	7. Outputs published: 15/12/2019
	4. Data sent for validation: 15/11/2019	8. Final presentation: 15/12/2019

Number of assessments		
	X	Single assessment (one cycle)
	□	Multi assessment (more than one cycle)

Humanitarian milestones *Specify **what** will the assessment inform and **when*** *e.g. The shelter cluster will use this data to draft its Revised Flash Appeal;*	**Milestone**		**Deadline**
	□	Donor plan/strategy	_ _/_ _/_ _ _ _
	□	Inter-cluster plan/strategy	_ _/_ _/_ _ _ _
	X	Cluster plan/strategy	31/12/2019
	□	NGO platform plan/strategy	_ _/_ _/_ _ _ _
	□	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 General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors)
	X Programmatic	X Cluster Mailing (Education, Shelter and WASH) and presentation of findings at next cluster meeting
	□ Operational	X Presentation of findings (e.g. at HCT meeting; Cluster meeting)
		X Website Dissemination (Relief Web & REACH Resource Centre)
		X Online Cluster SDR registry

Detailed dissemination plan required	□	Yes	X	No
General Objective		Understand and analyze WASH-related needs across Somalia to support evidence based planning and advocacy by the WASH cluster.		
Specific Objective(s)		1. To understand the current WASH-related needs in Somalia. 2. To identify key factors and underlying causes of these needs and vulnerabilities. 3. To lay the foundation for continued monitoring and analysis by the WASH cluster. 4. To provide a robust evidence base to assist WASH cluster planning in Somalia and improve the effectiveness and efficiency of programming.		

Research Questions		1. What are the current WASH conditions in Somalia?
		   1.1. What water access issues do households experience?
		   1.2. What sanitation conditions do households experience?
		   1.3. What hygienic conditions do households experience?
		   1.4. What coping strategies do households employ to access WASH services and materials?
		   1.5. What are the malnutrition levels?
		   1.6. What are instances of WASH-related disease?
		   1.7. What protection issues do households face in accessing WASH services?
		   1.8. What barriers do Somali households face in accessing WASH services and materials?
		   1.9. What types of support do Somali households request to improve access to WASH services and materials?
		   1.10. To what extent have Somali households been able to participate in WASH programming design?
		 2. How do the above-mentioned WASH conditions vary based on geographic area and household characteristics?
		   2.1. How do the above-mentioned WASH conditions vary based on geography?
		   2.2. How do the above-mentioned WASH conditions vary based on affected group?
		   2.3. How do the above-mentioned WASH conditions vary based on household demographics?
		 3. What are beneficiaries' perceptions of WASH programming?
		   3.1. What are beneficiaries' perception of the importance of WASH?
		   3.2. What are beneficiaries' perception of the quality of WASH programming?
		   3.3. What are beneficiaries' perception of the accountability in WASH programming?
		   3.4. What are beneficiaries' perception of WASH-related coping mechanisms?
		   3.5. What are beneficiaries' perception of WASH-related community resilience?
		   3.6. What are beneficiaries' perception of hand washing?
		   3.7. What are beneficiaries' perception of gender separated toilets?
		   3.8. What are beneficiaries' perception of the maintenance of service of WASH infrastructure?
		   3.9. What are the main challenges you face in accessing WASH services? (Only for the group with disabilities)		

Geographic Coverage		• Secondary data review: National • Qualitative assessment: 12 purposively sampled Host Communities and IDPs in Banadir, Gedo, Mudug, and Woqooyi Galbeed regions of Somalia stratified by gender.		
Secondary data sources		The Joint Multi-Cluster Needs Assessment (JMCNA), Food Security and Nutrition Analysis Unit (FSNAU), Somalia Water and Land Information Management (SWALIM), etc. (to be finalized as part of the secondary review process).		
Population(s) *Select all that apply*	X	IDPs in camp	□	IDPs in informal sites
	X	IDPs in host communities	□	IDPs [Other, Specify]
	□	Refugees in camp	□	Refugees in informal sites

	☐	Refugees in host communities		☐	Refugees [Other, Specify]		
	X	Host communities		☐	[Other, Specify]		
Stratification *Select type(s) and enter number of strata*	X	Geographical #: 3 • Baidoa • Banadir • Galkayo	X	Status #: 2 • Displaced • Non-dispalced		X	Sex #: 2 • Male • Female
		Age #: 2 • Adult • Elderly		Disability #: 2 • Disabled • Non-disabled			Ethnicity #: 2 • Minority • Majority
Data collection tool(s)	☐	Structured (Quantitative)		X	Semi-structured (Qualitative)		

	Sampling method	Data collection method
Semi-structured data collection tool (s) # 1 *Select sampling and data collection method and specify target # interviews*	X Purposive ☐ Snowballing ☐ [Other, Specify]	☐ Key informant interview (Target #):_ _ _ _ _ ☐ Individual interview (Target #):_ _ _ _ _ X Focus group discussion (Target #): 16 ☐ [Other, Specify] (Target #):_ _ _ _ _

Data management platform(s)	X	IMPACT		
	X	DEEP		

Expected ouput type(s)	☐	Situation overview #: _ _	X	Report #: 1	☐	Profile #: _ _
	☐	Presentation (Preliminary findings) #: _ _	X	Presentation (Final) #: 1	X	Factsheet #: 4
	☐	Interactive dashboard #:_	☐	Webmap #: _ _	X	Map #: 4
	☐	[Other, Specify] #: _ _				

Access	X	Public (available on REACH resource center 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*	***WASH Cluster branding, with REACH logo***
	Donor: UNICEF, GWC, OFDA
	Coordination Framework: WASH Cluster
	Partners: N/A

2. Rationale

2.1. Rationale

According to the Humanitarian Needs Overview (HNO) 2019, about 2.9 million people are still in need of humanitarian WASH support in a country that has been in a state of protracted emergency for decades.[1] Unreliable access to water often from unimproved sources is still an important feature of the WASH humanitarian landscape in Somalia. Nationwide, access to an improved water source remains below 40%, with large variations from one region to another.[2] In drought affected regions, water scarcity is a leading cause of displacements and conflicts. In the Sool and Sanag regions, respectively 69% and 35% of households require more than 30 minutes to reach their main drinking water points.[3] More than half of the population lack

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[1] OCHA (2018). Somalia: Humanitarian Needs Overview 2019.

[2] REACH (2018). Somalia: Joint multicluster needs assessment report 2018.

[3] Ibid.

of access to adequate sanitation. The situation is particularly critical in Lower Shabelle, Lower Juba, Gedo and Bakool (below 25% each) and in IDP settlements.[4] Protection is worryingly high in all parts of Somalia, resulting in all categories of users being at high risk of violence when using facilities.[5] Hand washing with soap at critical moment is practiced by only a third of the population as access to soap and availability of a functional handwashing point is limited.[6] As a result of this fragile WASH situation, Somalia continued to suffer from AWD/Cholera in 2018 and risk factors for an outbreak persist in several hotspots (Banadir, Hiraan, Middle Shabelle, Lower Juba and Bay).[7]

Against this background, access to information is a major challenge for the WASH Cluster to better perform on its six core functions. Whether be it for supporting service delivery, strategic decision-making, developing/implementing strategies and plans, contingency planning, monitoring or advocacy, availability of accurate and updated information is essential. To this end a secondary data review will make existing data more accessible and identify gaps. Analysis of this data will then provide the evidence-base to support the more effective implementation of these key functions.

3. Methodology

3.1. Methodology overview
The assessment will produce an analysis framework based on the key information needs of the WASH Cluster to deliver on the 6+1 core functions[8] in Somalia. The framework will break down information needs and conceptualize the relations between the different dimensions that will be taken into account for needs analysis, taking into account not just WASH, but also protection, health, and nutrition aspects. Based on the framework, a list of key indicators and a methodology to track severity for the next few years will be developed to ensure comparability of needs analyses over time.

To this end, the assessment will be based on a secondary review of quantitative WASH data,[9] complimented by additional qualititive data collection. The secondary data review will expand upon the data being used by the WASH cluster in support of the 2020 Humanitarian Needs Overview (HNO) and Humanitarian Response Plan (HRP). However, it will go beyond getting an overview of the generalized WASH conditions in the country to examine which issues are of particular concern, what is driving them, and what can be done to address them. The analysis will be conducted using descriptive statistics and correlation analysis.

Additional primary qualitative data will be collected to fill knowledge gaps identfied by the the secondary data review. This information will help to describe in greater detail the context surrounding the core WASH issues including the perceptions, concerns, and recommendations of affected people. The data will be checked for quality and consistance and cleaned as needed. The data will be stored by REACH and processed on DEEP. The findings of the assessment are intended to support the evidence-based decission-making of the WASH cluster and their planning and programming. They will be released as a narrative report, factsheets, thematic maps, and presented to the WASH cluster.

3.2. Population of interest

The assessment will cover all accessible areas in Somalia. The secondary data review will be based on data collected through statistically representative samples of IDP and non-displaced persons at the district level. The qualitative data collection will support this through focus groups stratified by: district, urban, sex, age, ethnicity, and disability (detailed below).

3.3. Secondary data review

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[4] Ibid.

[5] Ibid.

[6] Ibid.

[7] Ibid.

[8] Supporting service delivery, strategic decision-making, developing/implementing strategies and plans, contingency planning, monitoring, and advocacy.

[9] The Joint Multi-Cluster Needs Assessment (JMCNA), Food Security and Nutrition Analysis Unit (FSNAU), Somalia Water and Land Information Management (SWALIM), etc. (to be finalized as part of the secondary review process).

In Somalia UN agencies, NGOs, and organizations specialized in assessment collect large amounts of data, which is often challenging to analyze because of its overwhelming amount, uneven quality and incomplete coverage. To make sense out of this data, REACH will run a comprehensive process of data collation, synthesis and analysis building on a desk study of all relevant data available, with a focus on quantitative data collection initiatives, including primary WASH data sources like the JMSNA, FSNAU, and SWALIM as well as related sources from other clusters.

The objectives of this secondary data review (SDR) are two-fold. First, it will lay down the basis for a sustainable SDR system/registry on DEEP that can be kept updated regularly by the Cluster as new data becomes available. Second, it will collate and analyze relevant data to understand the WASH context in Somalia and inform cluster decision-making. The process will also inform the collection of qualitative data to fill information gaps and provide a more descriptive understanding of the issues.

3.4. Primary Data Collection

REACH will investigate further specific issues and themes pre-identified by the WASH Cluster through target data collection aiming at digging deeper into the whys and at integrating the beneficiaries' perspectives. In combination with the SDR, Focus Group Discussions (FGDs) will be conducted in order to gain a better understanding of the perceptions of WASH related activities in the area. Each FGD will involve between 6-10 participants. The FGDs will be stratified by district (Baidoa, Banadir, Galkayo), urban/rural, sex (male and female), affected group (displaced and non-displaced), disability (disabled, non-disabled), and ethnicity (ethic minority, ethnic majority). A total of 16 FGDs will be held with combinations of these stratum as follows:

- Baidoa, Urban
  - IDP, Male, Adult
  - IDP, Female, Adult
  - Host, Male, Adult
  - Host, Female, Adult
  - Disabilities, Male, Adult
  - Ethnic minority, Male, Adult
- Baidoa, Rural
  - IDP, Male, Adult
  - IDP, Female, Adult
  - Host, Male, Adult
  - Host, Female, Adult
  - IDP, Male, Elder
  - Host, Male, Elder
- Mogadishu, Urban
  - IDP, Male, Adult
  - IDP, Female, Adult
  - Host, Male, Adult
  - Host, Female, Adult
  - Disabled persons, Male, Adult
  - Ethnic minority, Male, Adult
- Galkayo, Rural
  - IDP, Male, Adult
  - IDP, Female, Adult
  - Host, Male, Adult
  - Host, Female, Adult
  - IDP, Male, Elder
  - Host, Male, Elder

The FGD form will be designed in close coordination with the WASH Cluster to address the information needs formulated in the research questions. The FGD guide will be piloted 10 days ahead of data collection to make sure that all potential issues arise before the rolled out. In order to limit the burden on the participants that will voluntarily dedicate their time to the exercise, the form will be conceived to last no more than 90 minutes.

Once the tool is finalized, a one-day training session will be conducted for team leaders and enumerators. The training will include modules on: details of tasks and logistics, FGD facilitation techniques, the role of the note taker, as well as a specific section on the FGD guide.

3.5. Data Processing & Analysis

Secondary data will be pre-cleaned and analyzed using statistical software. Specific procedures are outlined in the Data Analysis Plan (see Section 5 below).

The qualitative data will be collected in the form of the enumerators' records taken by during the FGD and the enumerators' post-FGD debriefing. All records will be manually coded. Records will be split into sentences then divided according to the key indicators that the research intends to address. The analysis will begin by identifying key issues in each indicator and defining brief summaries accordingly. The analysis will focus on:

- *Frequency***:** the analysis takes into account how many times issues were reported by FGD participants. However, as per best practice in qualitative research, frequency has not been associated with higher or lower importance. Frequency will inform the analysis on how much these specific issues are spread amongst the research target groups.
- *Specificity*: more emphasis will be given to specific, detailed issues that were reported, always taking into account bias of the respondents
- *Emotion and behaviors*: more weight will be assigned to themes and comments that participants reported that showed enthusiasm, passion or intensity, as well as to the ones that they seem to appear indifferent to.
- *Extensiveness:* extensiveness of comments will be linked to how many different participants have reported a specific comment or issue.

Constant comparison will be used to identify patterns and discover relationship between ideas and concepts and to understand the different trends and to identify common opinions. In order to do that, that analysis will be processed through three major stages:[10]

1. *Open Coding:* All collected data are consolidated into small units and labeled with a code. This will serve to organize the large amount of qualitative data.
2. *Axial Coding:* The small units are aggregated into categories according to their codes. This will serve to aggregate the different pieces of data into larger categories.
3. *Selective Coding:* Themes are identified by further aggregation of these categories. This will serve to identify the major themes resulting from the FGD.

This analysis approach will help identify the themes that emerged from a specific group or individual and that are relevant to other groups or individuals. This approach also assists analysis to quickly reach data saturation, therefore saving time and resources. For this purpose, the FGD analysis will be done just after each day of data collection to track data saturation. Once enough data is obtained, the FGD's will be re-oriented in order to collect data that may still missing.

Even though data will be heavily coded for analysis purposes, the report will contain the most significant participants' statements when possible and relevant. Quoting the verbatim will be used to illustrate the main themes emerged from the analysis as well as to enhance readability of the report.

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[10] The analysis framework is adapted from Krueger–Casey (2009). *Focus Group Discussions.* Sage Publications.

4. Roles and responsibilities

Table 3: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
Research design	GIS Officer	Country Coordinator	IMPACT HQ, WASH Cluster	Cluster Coordinator
Supervising data collection	Field Officer	GIS Officer	Assessment Officer	Cluster Coordinator
Data processing (checking, cleaning)	GIS Officer	Country Coordinator	Database Officer	Cluster Coordinator, IMPACT HQ
Data analysis	GIS Officer	Country Coordinator	IMPACT HQ	Cluster Coordinator
Output production	GIS Officer	Country Coordinator	WASH Cluster, IMPACT HQ	Cluster Coordinator, IMPACT HQ
Dissemination	GIS Officer	Country Coordinator	WASH Cluster, IMPACT HQ	Cluster Coordinator, IMPACT HQ
Monitoring & Evaluation	GIS Officer	Country Coordinator	WASH Cluster	Cluster Coordinator, IMPACT HQ
Lessons learned	GIS Officer	Country Coordinator	WASH Cluster	Cluster Coordinator, IMPACT HQ

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. Data Analysis Plan

See attached Excel workbook.

6. Data Management Plan

Administrative Data			
Research Cycle name	Somalia WASH Assessment		
Project Code	98iAIP		
Donor	UNICEF, WASH Cluster		
Project partners	WASH Cluster		
Research Contacts	Tyler Rundel tyler.rundel@reach-initiative.org Augusto Come augusto.come@reach-initiative.org		
Data Management Plan Version	*Date: 14/08/2019*		*Version: 0.0*
Related Policies	IMPACT Data Protection SOPs		
Documentation and Metadata			
What documentation and metadata will	X	Data analysis plan	X	Data Cleaning Log, including: ☐ Deletion Log

accompany the data? *Select all that apply*			□	Value Change Log	
	X	Code book	□	Data Dictionary	
	X	Metadata based on HDX Standards	□	[Other, Specify]	

Ethics and Legal Compliance					
Which ethical and legal measures will be taken?	X	Consent of participants to participate	□	Consent of participants to share personal information with other agencies	
	X	No collection of personally identifiable data will take place	□	Gender, child protection and other protection issues are taken into account	
	X	All participants reached age of majority		[Other, Specify]	
Who will own the copyright and Intellectual Property Rights for the data that is collected?	UNICEF				

Storage and Backup					
Where will data be stored and backed up during the research?	□	IMPACT/REACH Kobo Server	□	Other Kobo Server: *[specify]*	
	X	IMPACT Global Physical / Cloud Server	□	Country/Internal Server	
	□	On devices held by REACH staff	□	Physical location *[specify]*	
	X	DEEP			
Which data access and security measures have been taken?	X	Password protection on devices/servers	□	Data access is limited to *[specify, e.g. REACH staff]*	
	□	Form and data encryption on data collection server	□	Partners signed an MoU if accessing raw data	
	□	[Other, Specify]			

Preservation					
Where will data be stored for long-term preservation?	X	IMPACT / REACH Global Cloud / Physical Server	X	OCHA HDX	
	□	REACH Country Server	X	DEEP	

Data Sharing					
Will the data be shared publically?	X	Yes	□	No, only with mandating agency / body	
Will all data be shared?	□	Yes	X	No, only anonymized/ cleaned/ consolidated data will be shared	
	□	No, [Other, Specify]			
Where will you share the data?	X	REACH Resource Centre	X	OCHA HDX	
	□	HumanitarianResponse	X	DEEP	

Data protection risk assessment					
Have you completed the Indicators Risk Assessment table below?	□	Yes	X	No, no information that potentially allows identification of individuals is to be collected.	
	[Please complete the first 4 columns in the Indicators Risk Assessment table below]				

Risk indicator	Type of identification risk	Disclosure implications	Benefits	**Class**	**Required mitigation**
[Specify indicator, e.g. KI_phone number]	*[Specify identification risk, e.g. Direct contact/identification of KI]*	*[Specify implications, e.g. loss of privacy/potential target of armed actors]*	*[Specify benefits, e.g. follow up for data cleaning]*	*[To be completed by IMPACT HQ]*	*[To be specified by IMPACT HQ]*
[Add relevant number of rows for risk indicators]					
Responsibilities					
Data collection	Tyler Rundel, GIS Officer, tyler.rundel@reach-initiative.org				
Data cleaning	Tyler Rundel, GIS Officer, tyler.rundel@reach-initiative.org				
Data analysis	Tyler Rundel, GIS Officer, tyler.rundel@reach-initiative.org				
Data sharing/uploading	Tyler Rundel, GIS Officer, tyler.rundel@reach-initiative.org				

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 organizations 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	□ 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 x webmap/x dashboard	Country request to HQ		□ No
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	HNO, HRP
		# references in single agency documents			UNHCR Country Strategy, UNICEF WASH Response Strategy
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,	Perceived relevance of IMPACT country-programs	Country team	Usage_Feedback *and* Usage_Survey template	Lessons learned session and usage survey with WASH Sector in February 2020
		Perceived usefulness and influence of IMPACT outputs			
		Recommendations to strengthen IMPACT programs			
		Perceived capacity of IMPACT staff			
		Perceived quality of outputs/programs			

	cluster/agency strategic plans, etc.) directly informed by IMPACT products	Recommendations to strengthen IMPACT programs			
Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle	Number and/or percentage of humanitarian organizations directly contributing to IMPACT programs *(providing resources, participating to presentations, etc.)*	# of organizations providing resources (i.e.staff, vehicles, meeting space, budget, etc.) for activity implementation	Country team	Engagement _log	□ No
		# of organizations/clusters inputting in research design and joint analysis			□ Yes
		# of organizations/clusters attending briefings on findings;			□ Yes