|  |  |
| --- | --- |
| **Research Terms of Reference**  **Post Distribution Monitoring**  **AFG2106**  **Afghanistan** | |
| **June 2022**  **V.1.1** | **C:\Users\Megan\AppData\Local\Microsoft\Windows\INetCache\Content.Word\REACH logo white (for a coloured background).jpg** |

# Executive Summary

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Country of intervention** | Afghanistan | | | | | | | | |
| **Type of Emergency** | **X** | **Natural disaster** | **X** | **Conflict** | | | □ | Other *(specify)* | | |
| **Type of Crisis** | **X** | **Sudden onset** | □ | Slow onset | | | **X** | **Protracted** | | |
| **Mandating Body/ Agency** | *United Nations High Commissioner for Refugees (UNHCR)/ Emergency Shelter and Non-Food Items (ES/NFI) Cluster* | | | | | | | | |
| **IMPACT Project Code** | 02AVO | | | | | | | | |
| **Overall Research Timeframe** *(from research design to final outputs / M&E)* | 01/06/2022 to 25/01/2023 | | | | | | | | |
| **Research Timeframe**  *Add planned deadlines (for first cycle if more than 1)* | 1. Pilot/ training: 8 / 11 / 2022 | | | | 6. Preliminary presentation: 05 / 01 / 2023 | | | | |
| 2. Start collect data: 11 / 12 / 2022 | | | | 7. Outputs sent for validation: 12 / 1 / 2023 | | | | |
| 3. Data collected: 22 / 12 / 2022 | | | | 8. Outputs published: 25/1/ 2023 | | | | |
| 4. Data analysed: 27 / 12 / 2022 | | | |  | | | | |
| 5. Data sent for validation: 28 / 12 / 2022 | | | |
| **Number of assessments** | X | Single assessment (one cycle) | | | | | | | |
| □ | Multi assessment (more than one cycle)  *[Describe here the frequency of the 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** | | | **UNHCR/(ES/NFI) Cluster will use this data to inform the strategy and programmatic response in 2023** | | | | |
| □ | 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** | | | | |
| □ Strategic  **X Programmatic**  **X Operational**  □ [Other, Specify] | | | | **□** General Product Mailing (e.g. mail to NGO consortium; HCT participants; Donors)  **X Cluster Mailing (ES/NFI) and presentation of findings at the next cluster meeting**  **X Presentation of findings (e.g. at HCT meeting; Cluster meeting)**  **X Website Dissemination (Relief Web & REACH Resource Centre)]** | | | | |
| **Detailed dissemination plan required** | **X** | Yes | | | □ | No | | | |
| **General Objective** | In Coordination with the ES/NFI Cluster, REACH will review and develop a standardized Post-Distribution Monitoring Tool for the ES/NFI Cluster partners to use in conducting PDMs, along with providing independent evaluation of partner impact through one nationwide PDMs conducted remotely by REACH. | | | | | | | | |
| **Specific Objective(s)** | 1. Improve the overall response monitoring capacity of the ES/NFI Cluster and its partners through standardization of PDM tools and methodologies among cluster members, and compare the different approaches / assistance modalities, their advantages, and challenges. 2. Monitor the overall beneficiary satisfaction, use of the shelter and NFI support provided by the ES/NFI Cluster’s programmes and response in Afghanistan. | | | | | | | | |
| **Research Questions** | * + - 1. What is the demographic profile and overall shelter needs of ES/NFI caseloads that have been assisted by ES/NFI Cluster partners in Afghanistan?       2. What are the different approaches applied by the cluster members, their advantages, and challenges?       3. What is the overall satisfaction from ES/NFI aid provided based on differences in the modality of aid?       4. How are the 5 main modalities of NFI aid provided by ES/NFI partners used by beneficiaries in Afghanistan, and how can this be improved? | | | | | | | | |
| **Geographic Coverage** | Countrywide | | | | | | | | |
| **Secondary data sources** | [UNOCHA, Afghanistan Humanitarian Needs Overview, January 2022](https://reliefweb.int/attachments/6875c8db-5df2-3fd7-a201-dd3627fe8244/afghanistan-humanitarian-needs-overview-2022.pdf)  [Afghanistan: Post-Distribution Monitoring (PDM) Report, (April 2020)](https://reliefweb.int/report/afghanistan/afghanistan-post-distribution-monitoring-pdm-report-findings-pdm-rounds-1-2-and-3)  [Global Shelter Cluster Information Management and Assessment Toolkit](https://sheltercluster.org/global-shelter-coordination-toolkit/library/2g-response-monitoring-and-gap-analysis)  [UNHCR Afghanistan - PDM for Emergency Shelter, June 2019](https://sheltercluster.s3.eu-central-1.amazonaws.com/public/docs/unhcr_afghanistan_-_pdm_for_emergency_shelter15101_tents.pdf) | | | | | | | | |
| **Population(s)** | □ | IDPs in camp | | | **X** | **IDPs in informal sites** | | | |
| *Select all that apply* | **X** | **IDPs in host communities** | | | **X** | **IDPs** [Other, Specify] | | | |
|  | □ | Refugees in camp | | | □ | Refugees in informal sites | | | |
|  | **X** | **Refugees in host communities** | | | □ | Refugees [Other, Specify] | | | |
|  | **X** | **Host communities** | | | □ | [Other, Specify] | | | |
| **Stratification**  *Select type(s) and enter number of strata* | **X** | Geographical #:\_ \_ \_  Population size per strata is known? □ Yes **X** No | □ | **Group #:** \_ \_ \_  Population size per strata is known?  □ **Yes** **X** No | | | **X** | *[Aid Modality* #:  1) Cash-based shelter response  2) Cash-based NFI response  3) In-kind shelter response  4) In-kind NFI response  5) Cash for rent.  Population size per strata is known?  **X 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* | □ Purposive  □ Probability / Simple random  **X** Probability / Stratified simple random  □ Probability / Cluster sampling  □ **Probability / Stratified cluster sampling**  □ [Other, Specify] | | | | □ Key informant interview (Target #):\_ \_ \_ \_ \_  □ Group discussion (Target #):\_ \_ \_ \_ \_  **X Household interview (Target #): around 1,000 (200 Household interviews per modality)**  □ Individual interview (Target #):\_ \_ \_ \_ \_  □ Direct observations (Target #):\_ \_ \_ \_ \_  □ [Other, Specify](Target #):\_ \_ \_ \_ \_ | | | | |
| **Target level of precision if probability sampling** | **95 %** level of confidence | | | | **7+/- %** margin of error | | | | |
| **Data management platform(s)** | **X** | **REACH** | | | □ | UNHCR | | | |
|  | □ | [Other, Specify] | | | | | | | |
| **Expected ouput type(s)** | □ | Situation overview #: \_ \_ | □ | Report #: \_ \_ | | | □ | Profile #: \_ \_ |
|  | **X** | **Presentation (Preliminary findings) #: 01** | □ | Presentation (Final) #: \_ \_ | | | **X** | **Factsheet #: 04** |
|  | □ | Interactive dashboard #:\_ | □ | Webmap #: \_ \_ | | | □ | Map #: \_ \_ |
|  | **X** | **Dataset #: 01** | | | | | | | |
| **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* | ***REACH, ES/NFI Cluster*** | | | | | | | | |
| ***Donor:******UNHCR*** | | | | | | | | |
| ***Coordination Framework: ES/NFI Cluster System*** | | | | | | | | |
| ***Partners:*** *N/A* | | | | | | | | |

# Rationale

* 1. Background

Following 40 years of war and the fall of the Kabul Government, Afghanistan enters 2022 with a more dynamic and uncertain humanitarian situation than ever before.[[1]](#footnote-2) The 2022 Humanitarian Needs and Planned Response highlighted that in the middle of the country’s current displacement crises, an estimated 24.4 million people are in need of humanitarian assistance, and in 2021 alone, some 1.3 million people were newly displaced as a result of both conflict and natural disasters.[[2]](#footnote-3)

According to Mid-Year Whole of Afghanistan Assessment 2022[[3]](#footnote-4), economic shocks have overtaken conflict, Covid19, and natural disasters as drivers of need, causing food and livelihoods to persist as most reported shock impacts and priority needs. Poverty has become the most prevalent driver of displacement and barrier to returns in 2022. Despite that, according to IOM report[[4]](#footnote-5), there were more than 575 thousand individual cross-border returnees who came back to Afghanistan in 2021.

Many Afghans are suffering from the drastically worsened economic situation, increased by the severe drought and its impact on farmers’ crops.[[5]](#footnote-6) Cash shortages have led to both a collapse of market activity and overall livelihood opportunities and the collapse of public services.[[6]](#footnote-7) The declining economy has concurrently led to a rise in crime and other protection issues, which have raised concerns about longer-term peacebuilding and community integration concerns at the local level.[[7]](#footnote-8)

According to UNOCHA, the 2022 Humanitarian Response Plan requests US$4.44 billion and aims to reach 22.1 million people in need of life-saving humanitarian support due to the consequences of decades of conflict, recurrent natural disasters, lack of recovery from past disasters and the added shock from the takeover of the government, subsequent sudden pause in international assistance and resulting economic shocks. 2 It is estimated that an additional $3.5 billion will be required to sustain access to basic services and prevent development gains from being lost – a total financial requirement of nearly $8 billion, inclusive of the humanitarian response. 2

* 1. Intended impact

In Coordination with the ES/NFI Cluster, REACH will review and develop a standardized Post-Distribution Monitoring Tool for the ES/NFI Cluster partners to use in conducting PDMs, along with providing independent evaluation of partner impact through one nationwide PDMs conducted remotely by REACH.

# Methodology

* 1. Methodology overview

A quantitative methodology will be applied for Post Distribution Monitoring (PDM) across Afghanistan. It will include:

1. An extensive secondary data review will be done to understand the situation.
2. An appropriate tool will be developed for this PDM cycle.
3. REACH will conduct one nationwide PDM using beneficiary data shared by the Cluster and stratified across the Cluster’s 5 main modalities of aid: 1) Cash-based shelter response, 2) cash-based NFI response, 3) in-kind shelter response, 4) in-kind NFI response, and 5) cash for rent.

Households will be interviewed between 60 and 120 days after receipt of assistance.

* 1. Population of interest

Post Distribution Monitoring (PDM) included the households who received assistance from ES/NFI cluster partners from August to November 2022. REACH collected the beneficiary’s (households) information from all ES/NFI cluster partners and received responses from 15 partners which included 18,416 beneficiaries’ information. The beneficiary information consisted of four types of assistance which are 1. Cash for shelter repair & upgrade, 2. Cash for rent, 3. In-kind shelter repair & upgrade, and 4. In-kind NFI support. However, there was no beneficiary data for Cash for NFI, and was not assessed. The information on the population and calculated sample size are presented in the table below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Population / Sample | Cash for shelter repair & upgrade | Cash for rent | In-kind shelter repair & upgrade | In-kind NFI support | Total |
| Population | 6,007 | 282 | 5,968 | 6,159 | 18,416 |
| Sample | 190 | 116 | 190 | 190 | 686 |

* 1. Secondary data review

REACH will review humanitarian reports and check PDM tools currently used by the ES/NFI Cluster partners and other humanitarian partners in Afghanistan as well as in other countries as a basis for the development of a harmonized PDM tool. To understand each above-mentioned modality of intervention of assistance to households, a comprehensive secondary data review will be conducted.

Table 1: Data sources for secondary data review.

|  |  |
| --- | --- |
| **Source** | **Document** |
| UNOCHA | [Afghanistan Humanitarian Needs Overview, January 2022](https://reliefweb.int/attachments/6875c8db-5df2-3fd7-a201-dd3627fe8244/afghanistan-humanitarian-needs-overview-2022.pdf) |
| REACH | [Afghanistan: Post-Distribution Monitoring (PDM) Report, (April 2020)](https://reliefweb.int/attachments/1e96a9a5-550c-3161-8b0d-99b43fe55ff6/REACH_AFG_Final_Report_PDM.pdf) |
| REACH | [Afghanistan: ERM, revised HEAT questionnaire](https://www.reachresourcecentre.info/search/?search=1&initiative%5B%5D=reach&pcountry%5B%5D=afghanistan&ptype%5B%5D=methodology-tool&dates=&keywords=ERM) |
| REACH | Afghanistan: ERM PDM tool winterization |
| Global Shelter Cluster | [ESNFI Cluster PDM Tool, May 2018](https://sheltercluster.s3.eu-central-1.amazonaws.com/public/docs/20180507_esnfi_cluster_pdm_form.pdf) |
| Global Shelter Cluster | [Johanniter Winterisation PDM Report, July 2019](https://sheltercluster.s3.eu-central-1.amazonaws.com/public/docs/johanniter_winterisation_pdm_report_2019.pdf) |
| Global Shelter Cluster | [Companion to the Coordination Toolkit, July 2018](https://sheltercluster.s3.eu-central-1.amazonaws.com/public/docs/gsc-2020-companion_to_the_toolkit.pdf) |
| Global Shelter Cluster | [Global Shelter Cluster Information Management and Assessment Toolkit](https://www.dropbox.com/sh/avw7hx0i11r8ozw/AADR56EsNSUB8SuzjTS3YH-5a?dl=0) |
| UNHCR Afghanistan | [UNHCR Afghanistan - PDM for Emergency Shelter, June 2019](https://sheltercluster.s3.eu-central-1.amazonaws.com/public/docs/unhcr_afghanistan_-_pdm_for_emergency_shelter15101_tents.pdf) |

* 1. Primary Data Collection

A comprehensive and appropriate questionnaire will be developed as informed by the secondary data review. The tool to be adapted will address the 5 different modalities intended to assess: 1) Cash-based shelter response, 2) Cash-based NFI response, 3) In-kind shelter response, 4) In-kind NFI response, and 5) Cash for rent. The full research cycle will be coordinated by REACH from drafting the ToR, to the collection of data, data analysis and dissemination phase.

The tool, after development, will be reviewed and validated by the ES/NFI Cluster and IMPACT headquarter. Once the tool is finalised, implementation of the nationwide PDM will be kicked off. Based on beneficiary lists provided by the ES/NFI cluster; a stratified random sampling will be adapted. Data will be representative at a 95% confidence interval and a 7% of margin of error. The tool will answer the following research questions:

1. What is the demographic profile and overall shelter needs of ES/NFI caseloads that have been assisted by ES/NFI Cluster partners in Afghanistan?
2. What are the different approaches applied by the cluster members, their advantages and challenges?
3. What is the overall satisfaction t from ES/NFI aid provided based on differences in the modality of aid?
4. How are the 5 main modalities of NFI aid provided by ES/NFI partners used by beneficiaries in Afghanistan, and how can this be improved?

To generate the sampling frame REACH’s operations team will work through the beneficiary lists of the ESNFI partners. These lists of beneficiaries will consist of households who received assistance in each modality of assistance by ES/NFI cluster partners within 60 to 90 days before the data collection. The assessment will use a quantitative data collection approach through a nationally representative stratified random sample of the beneficiaries. The strata will be the modality of intervention, and the lists of beneficiaries within each of those modalities will be picked randomly. An assortment of enumerators will be trained by REACH on how to conduct interviews with targeted beneficiaries. Interviews will be conducted remotely, and responses will be recorded digitally on smartphones using the Kobo Collect application via smartphones.

Training of enumerators will last 3 days and include 2 days of training and 1 day of the pilot. This will include training and piloting for both tools and methodologies, which will be conducted in tandem. No respondents younger than age 18 will be interviewed.

Based on collected PDM data, REACH will clean, process, and prepare a presentation, factsheet and dataset. After endorsement by ES/NFI Cluster and IMPACT HQ, the outputs will be published online in the REACH repository. Those outputs will inform programmatic, and operational priorities of ES/NFI Cluster and its partner’s activities by answering the above research questions.

* 1. Data Processing & Analysis

The data collected by enumerators will be cleaned and analysed on daily basis by data and assessment teams that will check for consistency, outliers, and logic in responses provided and will provide feedback to team leaders and enumerators for additional clarification according to [IMPACT Data Cleaning Minimum Standards Checklist](https://www.reachresourcecentre.info/wp-content/uploads/2020/03/IMPACT_Memo_Data-Cleaning-Min-Standards-Checklist_28012020-1.pdf). Data will be stored on IMPACT Kobo accounts during data collection. The data analysis team will share anonymized raw and cleaned data along with the value cleaning log with IMPACT HQ for validation.

Data analysis will be done using coding in R. The findings from HH data collection will be generalizable to the household that received shelter aid at the country level with a 95% confidence level and 7% margin of error.

# Key ethical considerations and related risks

*\*\*For detailed guidance on how to complete this section, see also Step 5 of the IMPACT Research Design Guidelines\*\**

The proposed research design meets / does not meet the following criteria:

|  |  |  |
| --- | --- | --- |
| ***The proposed research design…*** | ***Yes/ No*** | ***Details if no (including mitigation)*** |
| … Has been coordinated with relevant stakeholders to **avoid unnecessary duplication** of data collection efforts? | Yes |  |
| … **Respects respondents, their rights and dignity** (*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**? | Yes |  |

# Roles and responsibilities

Table 3: Description of roles and responsibilities

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Task Description** | **Responsible** | **Accountable** | **Consulted** | **Informed** |
| Research design | *Sr. Assessment Officer* | *Research Manager* | *GVA Research Design& Data Unit* | *ES/NFI Cluster* |
| Supervising data collection | Senior Project Officer | Programme Manager | Data Base Officer | Sr. Assessment Officer |
| Data processing (checking, cleaning) | Senior Project Officer | Data Base Manager | Sr. Assessment Officer | Senior Project Officer |
| Data analysis | Data Base Officer | Data Base Manager | Sr. Assessment Officer | GVA Research Design& Data Unit |
| Output production | Sr. Assessment Officer | Research Manager | GVA Research and Reporting Unit | Country Coordinator |
| Dissemination | Sr. Assessment Officer | Research Manager | ES/NFI Cluster | Country Coordinator |
| Monitoring & Evaluation | Research Manager | Country Coordinator | *GVA Research Design& Data Unit* | UNHCR Programmes |
| Lessons learned | Sr. Assessment Officer | Research Manager | Country Coordinator | GVA Research Design& Data Unit |

***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*

# Data Analysis Plan

*Please look at the data analysis plan (DAP) through this link.*

# Data Management Plan

|  |  |
| --- | --- |
| **Administrative Data** | |
| Research Cycle name | *Post Distribution Monitoring* |
| Project Code | *02AVO* |
| Donor | *UNHCR* |
| Project partners | *ES/NFI Cluster* |

|  |  |  |
| --- | --- | --- |
| Research Contacts | *Paul Vercoustre, paul.vercoustre@reach-initiative.org*  *Anish Shrestha, anish.shrestha@reach-initiative.org* | |
| Data Management Plan Version | *Date: 17 / 10 / 2022* | *Version: 01* |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Related Policies | | [IMPACT, Research Cycle Data Management at IMPACT: Personally Identifiable Information SOP, August 2019](https://www.impact-repository.org/wp-content/uploads/2019/08/SOP_data_protection_PII.pdf)  [IMPACT, SOPs for Data Collection during COVID-19, April 2020](https://www.impact-repository.org/wp-content/uploads/2020/05/IMPACT_COVID-Data-Collection-SOPs_FINAL_TO-SHARE.pdf) | | | | | | | | | |
| **Documentation and Metadata** | | | | | | | | | | | |
| What documentation and metadata will accompany the data?  *Select all that apply* | | X | Data analysis plan | | | | X | | Data Cleaning Log, including:  □ Deletion Log  □ Value Change Log | | | |
| □ | Code book | | | | X | | Data Dictionary | | | |
| □ | 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 | | | | X | | Consent of participants to share personal information with other agencies | | | |
| □ | No collection of personally identifiable data will take place | | | | X | | 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? | | *IMPACT* | | | | | | | | | |
| **Storage and Backup** | | | | | | | | | | | |
| Where will data be stored and backed up during the research? | | X | IMPACT/REACH Kobo Server | | | | □ | | Other Kobo Server: *[specify]* | | | |
| □ | IMPACT Global Physical / Cloud Server | | | | □ | | Country/Internal Server | | | |
| □ | On devices held by REACH staff | | | | □ | | Physical location *[specify]* | | | |
| □ | [Other, Specify] | | | | | | | | | |
| Which data access and security measures have been taken? | | X | Password protection on devices/servers | | | | X | | Data access is limited to *[specify, e.g. REACH staff]* | | | |
| X | Form and data encryption on data collection server | | | | □ | | Partners signed an MoU if accessing raw data | | | |
| □ | [Other, Specify] | | | | | | | | | |
| **Kobo Access Rights** | | | | | | | | | | | |
| Kobo Access | | Person | | | | Account Name | | | | | |
| View Form | | Mohammad AZEMI, Abdul Ahmad MUSHFIQ, | | | | azemireach | | | | | |
| View and Edit Form | | Mohammad AZEMI | | | | azemireach | | | | | |
| View Form and Submit Data | | Enumerators & field officers | | | | afg\_pdm | | | | | |
| Download Data | | Mohammad AZEMI | | | | azemireach | | | | | |
| **Raw Data Access Rights** | | | | | | | | | | | |
| Raw Data Access | | Reason | | | | Person | | | | | |
| Accountable | | Accountable | | | | Mohammad AZEMI, Database Manager | | | | | |
| Access | | Data cleaning | | | | Mohammad AZEMI, Database Manager | | | | | |
| **Preservation** | | | | | | | | | | | |
| Where will data be stored for long-term preservation? | | X | IMPACT / REACH Global Cloud / Physical Server | | | | □ | | OCHA HDX | | | |
| X | REACH Country Server | | | | □ | | [Other, Specify] | | | |
| **Data Sharing** | | | | | | | | | | | |
| Will the data be shared publicly? | | □ | Yes | | | | X | | 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 | | | | □ | | OCHA HDX | | | |
| X | Humanitarian Response | | | | X | | Shelter Cluster Afghanistan | | | |
| **Data protection risk assessment** | | | | | | | | | | | |
| Have you completed the Indicators Risk Assessment table below? | | X | Yes | | | | | □ | No, no information that potentially allows identification of individuals is to be collected. | | |
| Risk indicator | Type of identification risk | | | Disclosure implications | Benefits | | | | | **Class** | **Required mitigation** |
| Beneficiary name & contact number | Direct Contact with beneficiary | | | Loss of privacy | Follow up for beneficiary assessment | | | | | *B3*  *B2* | *To be stored in a secure way for beneficiary assessment and separate from all raw and clean data.*  *To be permanently deleted from all raw and clean data once data analysis and visualisation of the beneficiary data finalized* |
|  |  | | |  |  | | | | |  |  |
| **Responsibilities** | | | | | | | | | | | |
| Data collection | | Abdul Ahmad MUSHFIQ, Field Manager, [ahmad.mushfiq@reach-initiative.org](mailto:ahmad.mushfiq@reach-initiative.org) | | | | | | | | | |
| Data cleaning | | Mohammad AZEMI, Database Manager, [mohammad.azemi@reach-initiative.org](mailto:mohammad.azemi@reach-initiative.org) | | | | | | | | | |
| Data analysis | | Mohammad AZEMI, Database Manager, [mohammad.azemi@reach-initiative.org](mailto:mohammad.azemi@reach-initiative.org) | | | | | | | | | |
| Data sharing/uploading | | Mohammad AZEMI, Database Manager, [mohammad.azemi@reach-initiative.org](mailto:mohammad.azemi@reach-initiative.org) | | | | | | | | | |

# Monitoring & Evaluation Plan

* *Please complete the M&E Plan column in the table and use the corresponding Tools in the Monitoring & Evaluation matrix to implement the plan during the research cycle.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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 | X 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 | X 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 | □ 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 | ES/NFI Cluster documents |
| # 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 | *[Outline here the usage survey to be implemented for this research cycle* |
| Perceived usefulness and influence of IMPACT outputs | *E.g. Usage survey to be conducted in November 2017, following the release of x outputs, targeting at least 10 partners* |
| Recommendations to strengthen IMPACT programs |
| Perceived capacity of IMPACT staff | *E.g. Usage survey to be conducted at the end of the research cycle related to all outputs, targeting at least 20 partners]* |
| Perceived quality of outputs/programs |
| 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 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 |

1. [UNOCHA, Humanitarian Needs Overview: Afghanistan, January 2022](https://reliefweb.int/report/afghanistan/afghanistan-humanitarian-needs-overview-2022-january-2022) [↑](#footnote-ref-2)
2. [UNOCHA, Afghanistan: Humanitarian Response Plan (2022), January 2022](https://www.humanitarianresponse.info/sites/www.humanitarianresponse.info/files/documents/files/afghanistan-humanitarian-response-plan-2022.pdf) [↑](#footnote-ref-3)
3. [REACH, Mid-Year Whole of Afghanistan Assessment 2022 (Mid-Year WoAA 2022), May 2022](https://reliefweb.int/report/afghanistan/mid-year-whole-afghanistan-assessment-2022-mid-year-woaa-2022-key-findings-presentation-kabul-27-april-2022) [↑](#footnote-ref-4)
4. [IOM, Afghanistan — Baseline Mobility Assessment Summary Results (November—December 2021), March 2022](https://dtm.iom.int/reports/afghanistan-%E2%80%94-baseline-mobility-assessment-summary-results-november%E2%80%94december-2021) [↑](#footnote-ref-5)
5. [UNOCHA, Afghanistan Humanitarian Bulletin, Issue 86, March 2022](https://reliefweb.int/report/afghanistan/afghanistan-humanitarian-bulletin-issue-86-january-march-2022) [↑](#footnote-ref-6)
6. [UNOCHA, Afghanistan Humanitarian Bulletin, Issue 85, December 2021](https://reliefweb.int/sites/reliefweb.int/files/resources/ocha_afghanistan_end_of_year_humanitarian_bulletin_2021.pdf) [↑](#footnote-ref-7)
7. [Protection Cluster Afghanistan, Afghanistan Protection Analysis Update, October 2021](https://reliefweb.int/sites/reliefweb.int/files/resources/afg_protection_analysis_update_q3_final.pdf) [↑](#footnote-ref-8)