



DEVELOP TOOLS TO COLLECT AND ANALYZE DATA

Iraq Governance Strengthening
Program

TEACHING OBJECTIVES

1. How to develop tools and Information collection means
2. Preference between tools and how to dedicate them to serve the data analysis process

EVALUATION CYCLE



Iraq Governance Strengthening
Program

- Data are divided into: Primary and secondary data
- Basic data sources may vary from secondary ones
- Tools/methods of collecting data are divided into quantitative, qualitative, and common
- Before choosing a tool/tools for data collection, we should specify obstacles that may face us in the evaluation process and the available information

APPROACH TO THE METHODS AND TOOLS OF THE NEEDS ASSESSMENT

Select the assessment process

- What are the main obstacles you may encounter?
- What information are available?
- Quantitative tools
- Qualitative tools
- Multi or common tools

QUANTITATIVE TOOLS

- Quantitative tools are used to obtain information about things that can be measured or calculated, or to answer questions posed in a specific survey, so as to use responses in digital analysis
- Statistical analyses are considered as a source of the quantitative data to attain precise description of the outcomes, like rates and averages and indicators etc.
- Used Tools :
 - Sampling, measurements, and tests
 - Field surveys

QUALITATIVE TOOLS

- Tools that help build a deep image at a small sample of people about a particular subject
- Provide more details of people opinions concerning their conditions, problems, and what are their priorities and why?
- Qualitative assessment tools are usually flexible in order to ask open/general questions. Results are analyzed in conjunction with posing of questions
- When you use the qualitative assessment tools in an organized manner, the outcomes will be accurate and objective as those derived from quantitative methods and tools

DEVELOP QUANTITATIVE TOOLS AND MEANS

Field surveys: Questionnaires, Templates and Checklists

- A document used to record data during field work, and aims to collect data in a unified manner
- Enables you to collect quantitative information that are used in the statistical analysis
- You can get a lot of accurate data in a short time

Note:

Interest should be taken to learn how to analyze and use data. If we wish to achieve the desired objectives, research terms and field assessment, we should carefully prepare for each survey/template .

GOOD SURVEY QUESTIONNAIRE TEMPLATES SPECIFICATIONS

- Based on specific objectives and outputs
- Contains minimal number of questions
- Questions can be simply and easily explained and appropriate to the targeted group
- Questions should be put in logical order so that the most general questions be in the beginning followed by the specific ones
- Use "closed questions" that their answers usually have specific possibilities, such as: "Did you get any water today?" As for opened questions such as "What is your opinion on the delivered water services"?
- You should leave enough space on the template to fill in the answer

It is preferable to conduct the survey experimentally on a small sample of the community to be notified of any gaps related to the formulation of questions and ease of analysis

SURVEYS IS ANOTHER RESEARCH TOOL

RAPID VILLAGE ASSESSMENT

Municipality		Village		MORS Grid Ref	
Agency <i>Islamic Relief</i>		Name of assessor		Date	
Provide information given as much detail as possible - give a reference of someone in the village if possible					

ROAD ACCESS IN SUMMER	Car	4WD	Light Truck	Heavy Truck	ROAD ACCESS IN WINTER	Car	4WD	Light Truck	Heavy Truck
	Y/N	Y/N	Y/N	Y/N		Y/N	Y/N	Y/N	Y/N

CURRENT POPULATION	Persons	Adequate	Self	Other	BREAKDOWN	Locals	Refugees	IDPs	Refugees

INTERNALLY DISPLACED PERSONS (IDPs) - one record per village of former residence

Number of IDPs	From MUNICIPALITY (NAME)	From VILLAGE (NAME)	WHAT'S PREVENTING THEIR RETURN HOME? (See comments at bottom for possible causes)

CONSTRAINTS TO RETURN: Transport / house damaged / house occupied / village empty / insecurity / fear of other ethnic groups / access to food and basic needs / healthcare / education / water / electricity / etc

COMMUNITY LEADERS PRESENT	MIA ACTIVIST	TEACHER	HEALTH WORKER	SWAMPHERST	OTHER	OTHER
	Name:					
	Tel:					

ASSISTANCE DISTRIBUTION	Who is responsible for distribution? (note if specific)					Local warehouses / storage facilities?		
	WTS	LOR	Mayors Office	Municipal Council	NGO (specify)	Other (specify)	Y/N	Type

SECONDARY DISTRIBUTION	Is this village used for secondary distribution?		If so, which villages receive assistance from this village?		
	Y/N				





DAMAGE TO HOUSES	Total Houses in village	Category 1 (Undamaged / attached)	Category 2	Category 3	Category 4	Category 5

(See category guide below)

Was there any new war damage to buildings since JANUARY 1990? Y / N

Was there any new war damage to buildings since NATO arrived? Y / N

DAMAGE TO COMMUNITY BUILDINGS	MIA WAREHOUSE	SCHOOL	MOSQUE/CHURCH	SHOP	BAKERY	HEALTH FAC.
	None / Category	None / Category	None / Category	None / Category	None / Category	Category

 <p>CAT 1</p>	 <p>CAT 2</p>	 <p>CAT 3</p>	 <p>CAT 4</p>
---	---	---	---

<ul style="list-style-type: none"> • Broken windows, door tops and hinges, roof tiles • Cut-off from electricity, water • Can be repaired 	<ul style="list-style-type: none"> • Up to 30% roof damage • Light smoking or bullet impact on walls • Partial fire damage • Can be repaired 	<ul style="list-style-type: none"> • Over 30% roof damage • Severe fire damage • Need for replacement of floors • Doors and windows smashed • Can be repaired 	<ul style="list-style-type: none"> • Destroyed • Needs reconstruction • Cannot be repaired
--	--	--	---

Box 4.5 Example of a questionnaire survey form

Title: Household water survey, Incuda Refugee Camp, 1994

Date: _____ Interviewer: _____

Location: _____ Household number: _____

- 1 Introduce yourself and explain purpose of survey
- 2 Respondent's characteristics:

Male Female Age: 10-15 16-30 31-50 51+
- 3 Where do you collect your water from?

1 Standpipe 2 Water tanker 3 Streams 4 Pond 5 Other: _____
- 4 What do you use water from different sources for:

Use	Source of water				
	Standpipe	Tanker	Streams	Pond	Other
Drinking					
Cooking					
Bathing					
Laundry					
Dishes					
- 6 What containers do you use to collect water?

Jerrycans Buckets Pots Other describe: _____

Page 1

مثال لنموذج استبيان تقييم

العنوان: مسح مياه للأسر

التاريخ: _____ اسم عضو فريق المسح: _____

الموقع: _____ رقم الأسرة: _____

ΣΥΛΛΟΓΗ ΣΤΟΙΧΕΙΩΝ ΗΠΥΧΑΙΣ ΓΗΡ.1

2. صفات المجيب عن الأسئلة

ذكر () أنثى () العمر: _____
15-10 () 30-16 () 50-31 () +51 ()

3. من أي الأماكن تقومون بجمع الماء

1 المضخة () 2 خزان المياه () 3 جداول الترغ () 4 البركة () أخرى _____

4. لأي غرض تستخدم المياه التي تجلبها من الموارد المختلفة؟

الاستخدام	المضخة	خزان المياه	جداول الترغ	البركة	أخرى
للشرب					
الطبخ					
الاستحمام					
غسيل الملابس					
غسيل الأطباق					

5. أي الأواني تستخدمون لجلب الماء

الجالونات () الجرادل () قدر الطبخ () أخرى _____

TYPES OF QUESTIONNAIRES, SURVEY TEMPLATES

- A sheet of paper to record a set of standard notes
- Checklist of the information to be collected
- A list of specific questions for the interviews

PARTICIPATORY EVALUATION

What is it? What are its benefits?

- Participatory evaluation is an approach that involves the community in decision-making processes, planning of implementation of programs, contributing to achievement of public interest, and evaluating the results. There are many ways and means that enable the members of the local community to contribute in improving and analyzing their knowledge in their circumstances and life problems, plan to solve and evaluate them
- In the participatory evaluation process, the role of relief worker should be limited to providing necessary services and facilities for this process to enable the community members to affect the desired changes

PARTICIPATORY EVALUATION METHODS

Some methods used in the Participatory evaluation

- Interviews with local community
- Focused groups
- Venn Diagram
- Pie Diagram
- Historical timeline
- Transect Walk
- Map of area resources and wealth
- Social mapping
- Map of economy family
- Seasonal calendar
- Diary of local community
- SWOT

DUALITY

Scarcity of water	Security	Unemployment	Education	Health	
				Health	Health
			Education	Education	Education
		Unemployment	Unemployment	Unemployment	Unemployment
	Security	Security	Security	Security	Security
Scarcity of water	Scarcity of water	Scarcity of water	Scarcity of water	Scarcity of water	Scarcity of water

Iraq Governance Strengthening Program

DAILY SCHEDULE

Ask the participants to describe a typical day in their lives with detailed information on their activities and the time it takes for each activity

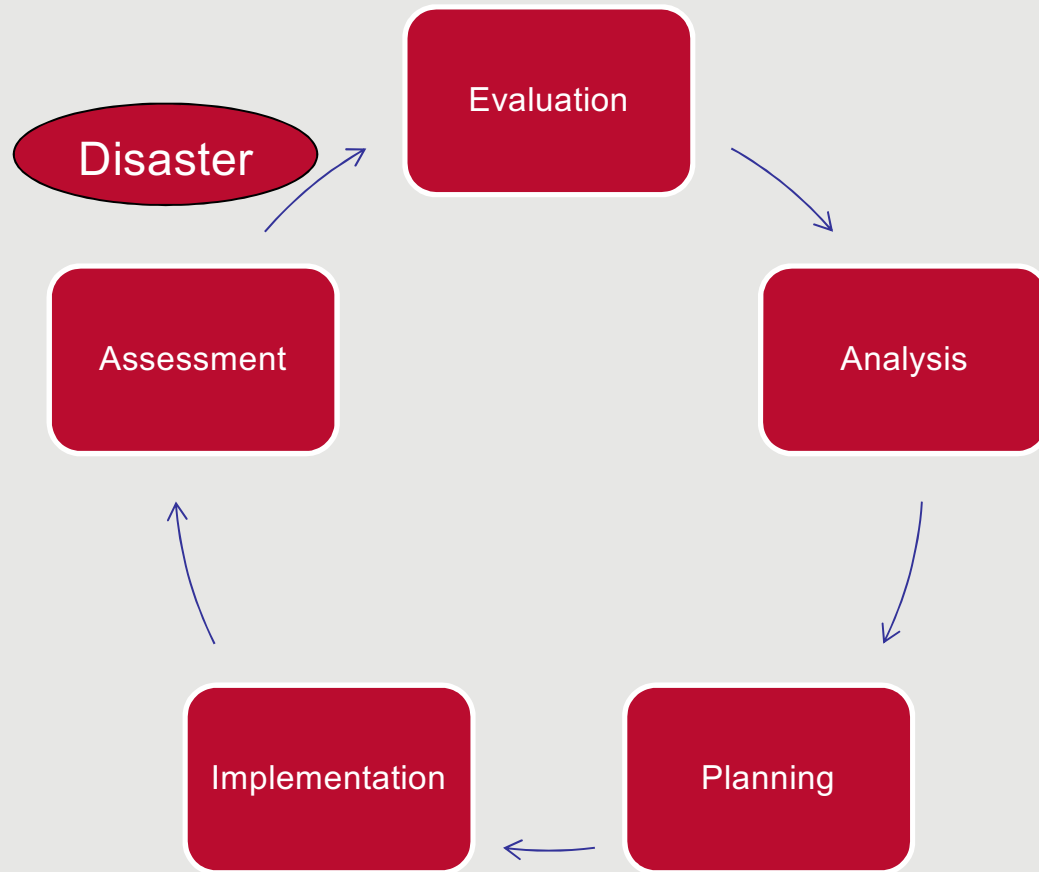
SEASONAL SCHEDULE

- To monitor annually repeated changes affecting people's lives
- Floods (Rainy seasons)
- Droughts seasons
- Harvesting seasons

SEQUENCE OF EVENTS DURING A PERIOD OF TIME

- To monitor events that had deep effect on people's lives

PROJECT CYCLE



Solicit support (Advocacy)

BALANCING SPEED AND ACCURACY IN EVALUATION PROCESSES

- 1-Speed**
- 2-Accuracy**
- 3- Advantage**

Accuracy

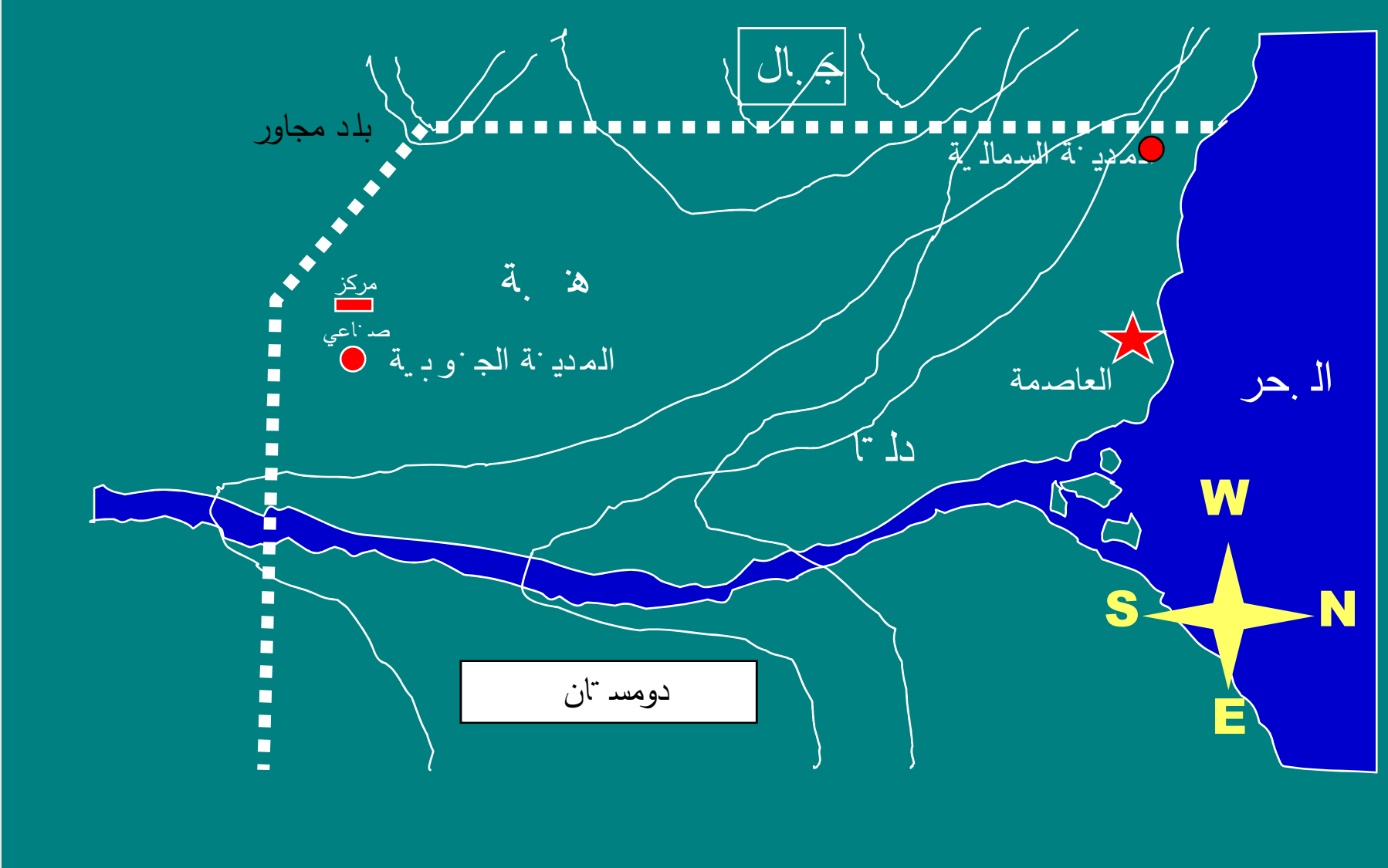
Time

= f

Advantage /Results

Evaluation process

DUMISTAN MAP



PRELIMINARY EVALUATION

Evaluation processes contribute in understanding the disaster circumstances and in executing a clear analysis of threats to life, human dignity, health and livelihood; they also allow consultation with the competent authorities to determine whether there is a need for International aid and specify the nature of this aid, if necessary. "



INDICATORS

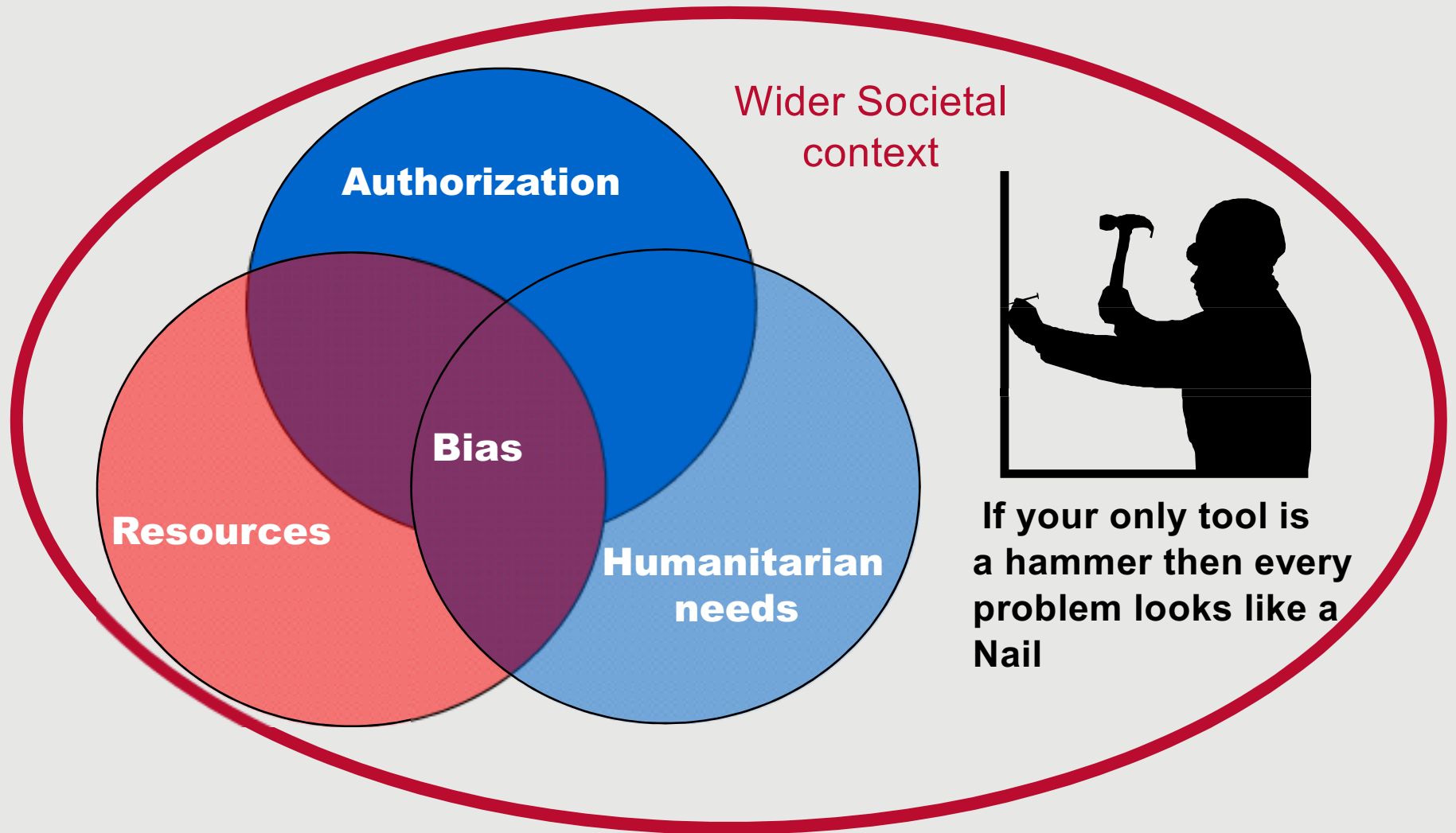
“Signs “ Indicating whether the desired standard has been achieved

It provides a method to measure the effect of a particular program or its result, measure the procedures or used methods to execute it and inform the parties concerned

These indicators can be quantitative or qualitative



USE OF SPHERE TO MITIGATE BIAS



HOW TO REDUCE BIAS



Iraq Governance Strengthening
Program

EVALUATION STANDARDS IN SPHERE PROJECT

Common standard No.2: Preliminary Evaluation

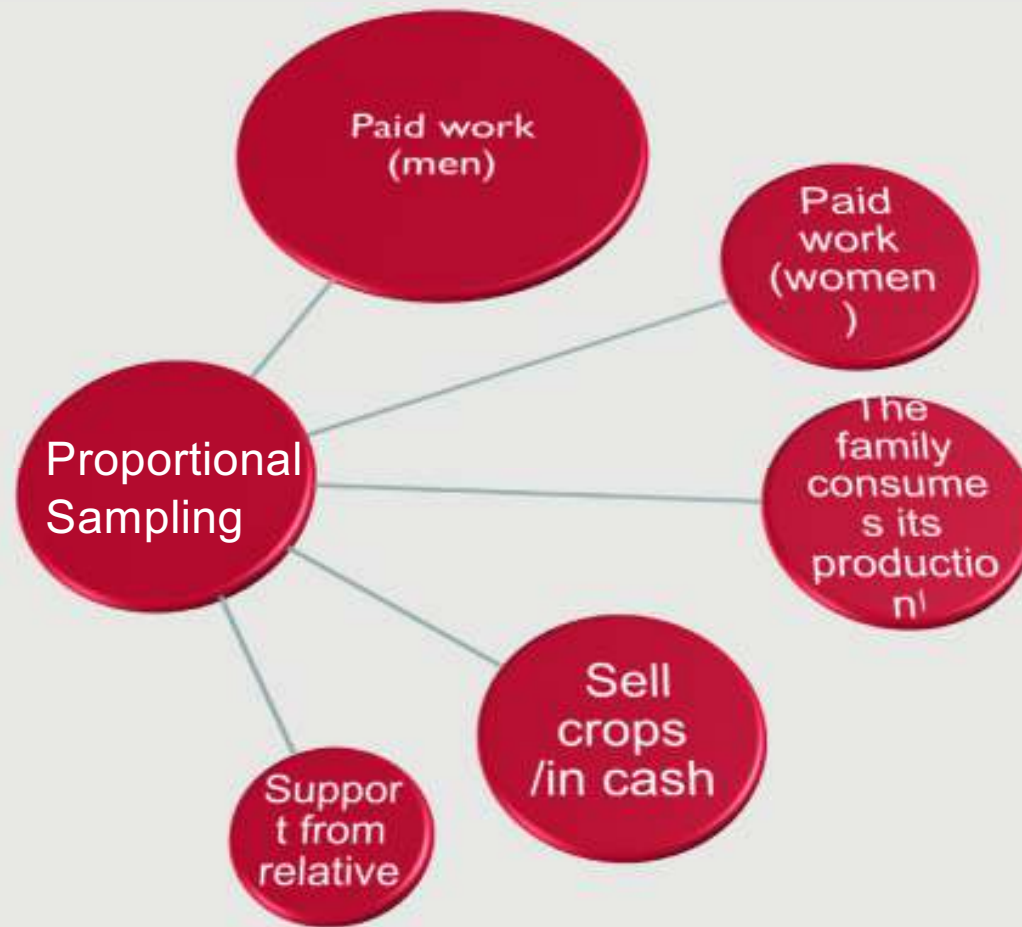
Inventory checklist for initial Evaluation

1. Water, sanitation, and hygiene promotion
2. Food security, nutrition and food aid
- 3- Housing, settlement and non-nutrition needs
- 4- Health services

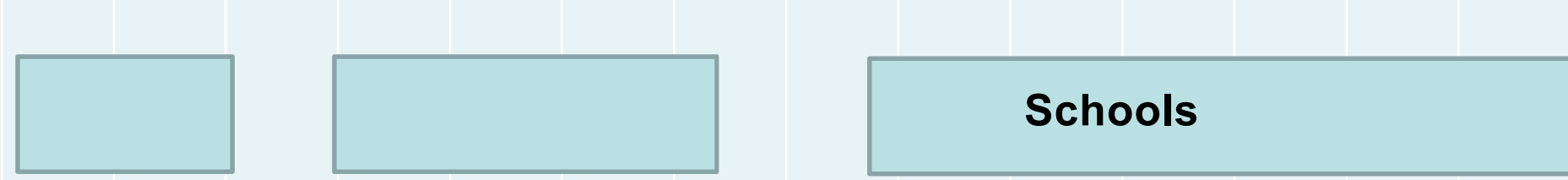
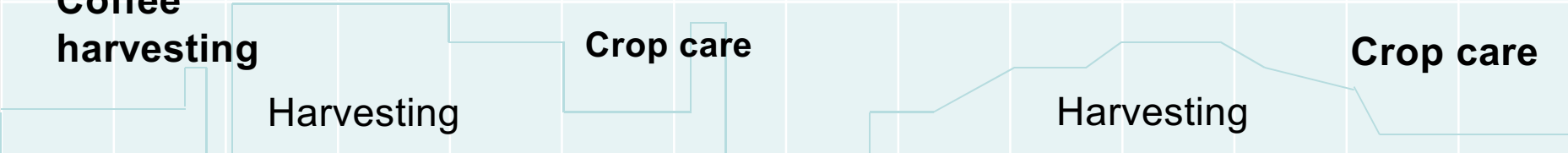
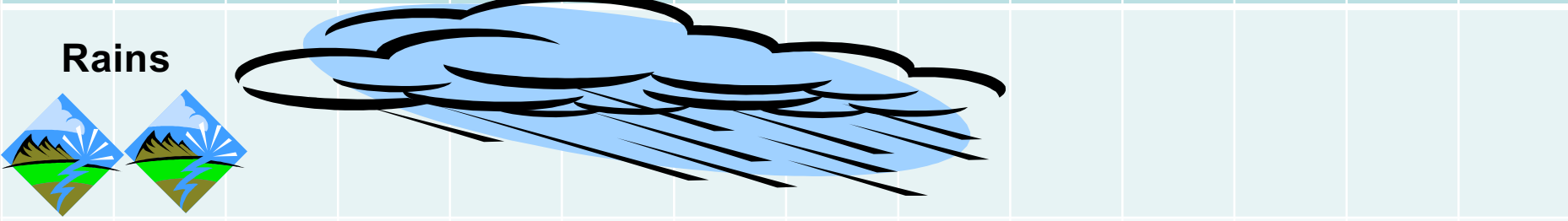
SEQUENCE OF EVENTS DURING A PERIOD OF TIME



PROPORTIONAL SAMPLING



Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec		
-----	-----	-------	-------	-----	------	------	-----	-----	-----	-----	-----	--	--



Birth

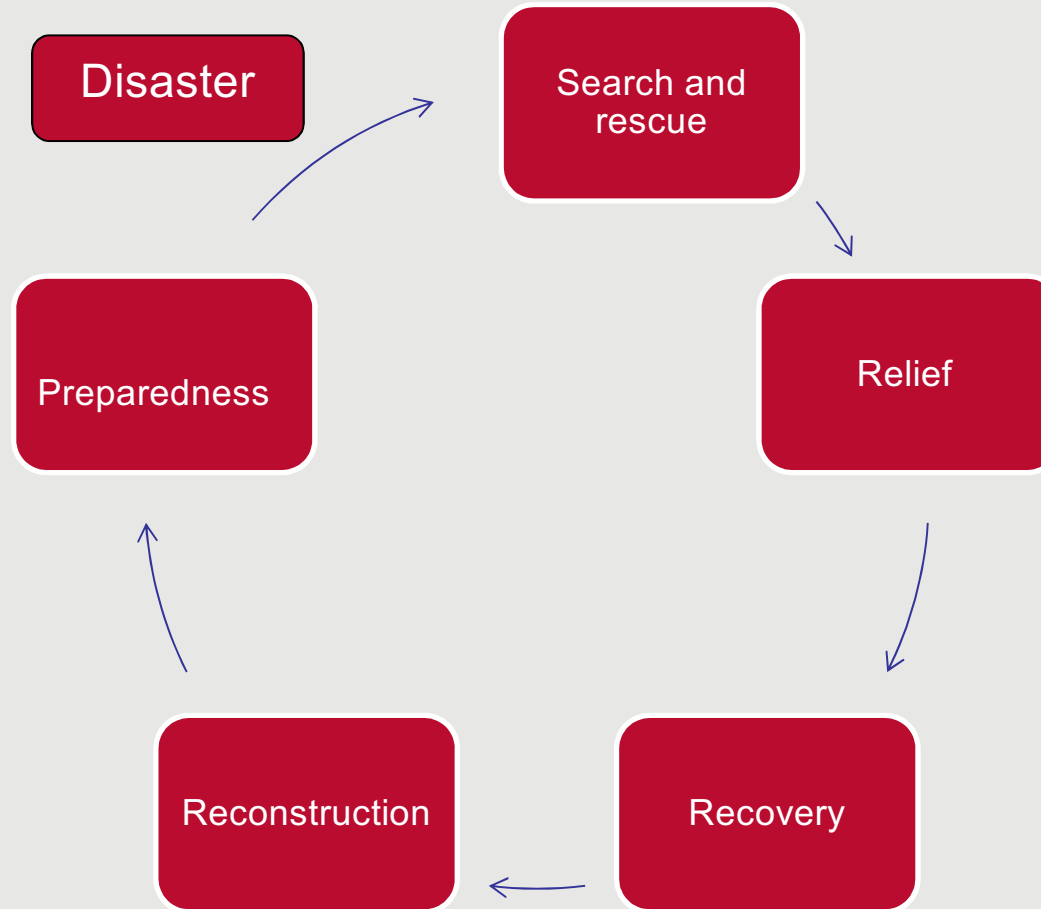


Iraq Governance Strengthening
Local Holiday



Religious holidays

DISASTER CYCLE



Iraq Governance Strengthening
Program

THANK YOU



Iraq Governance Strengthening
Program

