

Impact Evaluation

The Contribution of Food Assistance to Durable Solutions in Protracted Refugee Situations: its impact and role in Rwanda (2007-2011) - Vol. II Annexes

July 2012

Commissioned by the
Office of Evaluation of WFP and the Policy Development and Evaluation Service of UNHCR
Measuring Results, Sharing Lessons

Prepared by TANGO International team:

Phil Sutter, Team Leader and Quantitative Supervisor
Jeanne Downen, Livelihoods Specialist and Qualitative Supervisor
Tamsin Walters, Nutrition and Gender Specialist
Brigitte Izabiriza, Qualitative Team Member (local consultant)
Rutere Salome Kagendo, RONTO Investment Co.
Mark Langworthy, Quantitative Specialist
Brad Sagara, Quantitative Analyst
Monica Mueller, Research Associate

[Report number: OE/2012/005]



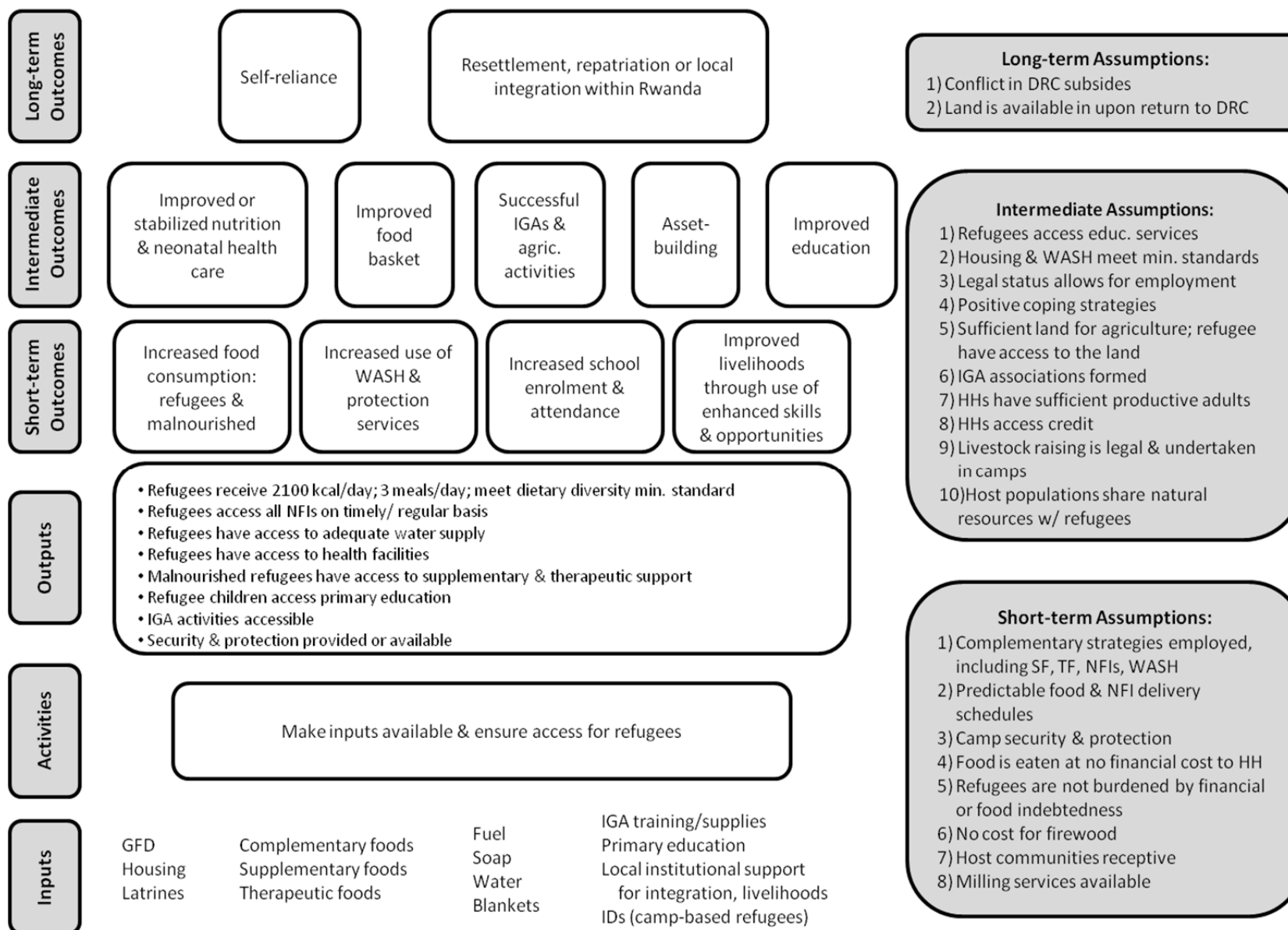
World Food Programme



Table of Contents

Annex 1: Theory of Change - Refugees in Rwanda.....	1
Annex 2: Logic Model for the Refugees in Rwandan Camps	2
Annex 3: Evaluation Methodology	3
Annex 4: Rwanda UNHCR/WFP Refugee Programme Impact Evaluation of Food Assistance Evaluation Matrix.....	11
Annex 5: Terms of Reference.....	20
Annex 6: Sample Size Calculation	37
Annex 7: Major Events Affecting Rwandan Refugee Camps and Host Communities.....	39
Annex 8: Principle Component Analysis and Cluster Analysis	40
Annex 9: List of Key Informants and Focus Group Discussions	42
Annex 10: Quantitative Survey Instrument.....	47
Annex 11: Qualitative Topical Outlines.....	68
Annex 12: WFP Operations Overview (2007 – 2011).....	81
Annex 13: Primary School and Vocational Training Attendance, 2011	82
Annex 14: WFP Donor Contributions.....	83
Annex 15: Additional Population Data	84
Annex 16: Mean Coping Strategy Index scores for Rwanda and Ethiopia	86
Annex 17: Ration Size and Composition, 2007-2011	87
Annex 18: Detailed Schedule of Activities	88
Annex 19: Bibliography.....	91
Annex 20: Acronyms.....	94

Annex 1: Theory of Change - Refugees in Rwanda



Annex 2: Logic Model for the Refugees in Rwandan Camps

Result Chain	How?			What/What assumptions		Why? (impact)					
	Inputs / Resources	Assumptions	Outputs / Activities	Participants/ Stakeholders'	Assumptions	Short-term	Assumptions	Intermediate	Long-term		
Logic Model for the Refugees in Rwandan camps	T ₃ (2007 and before to 2011)	GFD	Livelihoods are lost - refugees have no money/ no assets-fully dependent on external assistance	Agencies make inputs available and ensure access for refugees	Participants: Existing camp pop. New registered arrivals in camp New arrival PoC (separated children, victims of violence, special needs, etc.)	Internal: Foods approp for weaning complement of interventions provided (complementary, supplementary, therapeutic feeding/services, NFIs, WASH, etc.) predicable food and NFI delivery schedules, especially fuel services provided to PoC (OVC tracing, family reintegration, etc.) Continued security and protection within camp	Refugee use combination of support inputs	Internal local institutions provide beneficial services (dispute resolution, family integration, communication, transportation, etc.) eg NGOs rent land for VG to grow veges	Nutrition/Health	<i>Repatriation</i>	
		Fuel	Internal	Refugees receive /access to food =2100 kcal/day, 3 meals a day, dietary diversity minimum standard met	Stakeholders: Camp leaders / food/other distribution staff Local government services (education and health) Local support institutions	External: Food is taken home at no financial cost and eaten Food is not sold, except to cover milling costs intra-household distribution is equitable Milling services accessible/affordable when food sold, no loss financial or nutritional Refugees receive remittances (from non-refugees) Refugees can borrow food/money from other refugees No unmanageable/growing financial/food indebtedness If fuel needed, firewood can be collected at no cost (\$/child labour)	Consumption (use) of food within household meeting needs (frequency, diversity, preference, approp)	Educational opportunities are appropriate (language, culture, etc.) No health expenditures incurred Housing, WASH meet minimum standards. (Sufficient water for tapstand gardens)	Improved or stabilized nutrition (Acute malnutrition) (chronic malnutrition)	<i>Resettlement</i> <i>Local integration (out of camp)</i>	
		Soap	Internal	Refugees have access to adequate water supply	Local government services (education and health)	Refugees access all NFIs on timely/regular basis	Refugees receive remittances (from non-refugees)	Acute and chronic malnourished consume/use supplementary food, health and nutrition care	External Food is not sold, except for milling Intra HH disputes do not occur over cash from sale of food Lower quality food is not substituted (nutrients)	Improved neonatal and <5 outcomes (<5 anthropometric indicators)	<i>Self-reliance</i>
		Water	Internal	Refugees access to health facilities	Local support institutions	Refugees have access to supplementary and therapeutic support and approp food	Refugees can borrow food/money from other refugees	Use WASH and other complementary interventions	Legal status allows for employment Cultural / linguistic barriers can be addressed Remittances can flow Coping strategies are positive	Improved food basket (Diet diversity score)(Food consumption score)	<i>Assumptions related to Long Term</i>
		Complementary foods	Internal	Refugees access to supplementary and therapeutic support and approp food	Local support institutions	Refugee children access to primary education	Refugees receive remittances (from non-refugees)	Use supplementary livelihood activities (cash income, agriculture, etc.) and opportunities	Remittances can flow Coping strategies are positive	Improved food security	Conflict in DRC (and Burundi) subsidies
		Supplementary foods	Internal	Refugees access to supplementary and therapeutic support and approp food	Local support institutions	Refugee children access to primary education	Refugees receive remittances (from non-refugees)	Use supplementary livelihood activities (cash income, agriculture, etc.) and opportunities	Remittances can flow Coping strategies are positive	Improved food basket (Diet diversity score)(Food consumption score)	Resettlement expectations do not prevent repatriation
		Therapeutic foods	Internal	Refugees access to supplementary and therapeutic support and approp food	Local support institutions	Refugee children access to primary education	Refugees receive remittances (from non-refugees)	Use supplementary livelihood activities (cash income, agriculture, etc.) and opportunities	Remittances can flow Coping strategies are positive	Improved food basket (Diet diversity score)(Food consumption score)	Resettlement expectations do not prevent repatriation
		Latrines	Internal	Refugees access to supplementary and therapeutic support and approp food	Local support institutions	Refugee children access to primary education	Refugees receive remittances (from non-refugees)	Use supplementary livelihood activities (cash income, agriculture, etc.) and opportunities	Remittances can flow Coping strategies are positive	Improved food basket (Diet diversity score)(Food consumption score)	Resettlement expectations do not prevent repatriation
		Blankets	Internal	Refugees access to supplementary and therapeutic support and approp food	Local support institutions	Refugee children access to primary education	Refugees receive remittances (from non-refugees)	Use supplementary livelihood activities (cash income, agriculture, etc.) and opportunities	Remittances can flow Coping strategies are positive	Improved food basket (Diet diversity score)(Food consumption score)	Resettlement expectations do not prevent repatriation
		Housing	Internal	Refugees access to supplementary and therapeutic support and approp food	Local support institutions	Refugee children access to primary education	Refugees receive remittances (from non-refugees)	Use supplementary livelihood activities (cash income, agriculture, etc.) and opportunities	Remittances can flow Coping strategies are positive	Improved food basket (Diet diversity score)(Food consumption score)	Resettlement expectations do not prevent repatriation
		IGA supplementary training/supplies	Internal	Refugees access to supplementary and therapeutic support and approp food	Local support institutions	Refugee children access to primary education	Refugees receive remittances (from non-refugees)	Use supplementary livelihood activities (cash income, agriculture, etc.) and opportunities	Remittances can flow Coping strategies are positive	Improved food basket (Diet diversity score)(Food consumption score)	Resettlement expectations do not prevent repatriation
		Primary education	Internal	Refugees access to supplementary and therapeutic support and approp food	Local support institutions	Refugee children access to primary education	Refugees receive remittances (from non-refugees)	Use supplementary livelihood activities (cash income, agriculture, etc.) and opportunities	Remittances can flow Coping strategies are positive	Improved food basket (Diet diversity score)(Food consumption score)	Resettlement expectations do not prevent repatriation

Annex 3: Evaluation Methodology

Methodological Approach

1. WFP's OE has developed a working definition of 'impact' as: "lasting and/or significant effects of the intervention – social, economic, environmental or technical – on the individuals, gender and age-groups, households, communities and institutions." According to WFP's definition, impacts can be positive or negative, intended or unintended. They can operate at a macro (sector) or micro (household) level. The evaluation team selected a methodology that logically brings together the extent to which UNHCR's and WFP's contributions to food assistance in protracted refugee situations has contributed to durable solutions.

2. The evaluation team employed a combination of data collection procedures to triangulate information gathered from a wide variety of sources and stakeholders, most prominently involving the participation of refugees residing in the three Rwandan camps. The mixed-methods approach generated quantitative interpretations of statistical representation of the effects and impacts of food assistance on the lives and livelihoods of refugees living in two camps in a protracted context. The statistically significant quantitative data garnered through interviews with refugee households was supplemented by qualitative data in all three camps as well as offices in Kigali, involving interviews and focus group discussions (FGDs) with a sample of all stakeholders, including:

- Representatives from UNHCR, WFP, MIDIMAR
- Other affected government agencies
- NGO implementing partners
- Donors
- Various types of refugees disaggregated – women, men, female-headed households, wealth or vulnerability groups as defined from Principle Component Analysis results (defined below), other defined vulnerable groups such as PLWHA, youth and women, various refugee committees, and
- Host communities surrounding the camps, in order to gauge the importance and extent of refugee-host community social and economic relations, activities, and medium and long-term changes or trends.

3. The methodological approach was inductive, promoting validity and reliability by triangulating several qualitative and quantitative methods, each used to answer specific evaluation questions. The mixed-methods approach included a secondary source review of existing literature; a quantitative survey of refugee households; and qualitative field interviews with stakeholders.

4. The ongoing secondary source review of existing literature purported to establish the parameters of the WFP and UNHCR programme strategy, the UN Delivering as One approach, food-assisted programme trends, GoR refugee policy, specific agency strategies and objectives, resource allocation strategies, JAM findings, food security and nutrition data, and expected outcomes and indicators used to define successful programme outcomes.

5. The evaluation team used secondary source materials to conduct an in-depth desk review of pertinent literature on WFP and UNHCR food assisted programmes. Secondary sources included country programme documents that outline programme activities, including food and non-food inputs; monitoring reports; annual reports; and JAM reports. The evaluation team also reviewed relevant reports external to

UNHCR and WFP produced by UN organizations, NGOs, and multi and bilateral organizations. A detailed bibliography is presented in Annex 17.

6. The secondary source review helped the evaluation team establish and evaluate a set of pertinent indicators relating to the impact of food assistance on refugee families in Rwanda. In combination with initial stakeholder interviews undertaken during the inception mission, the review generated additional questions to those listed in the ToR.

7. The quantitative survey of refugee households, undertaken in Kiziba and Gihembe camps, represented the protracted refugee context of refugees in Rwanda. The survey instrument (Annex 8) used to assess the effects and impacts of the long-term food-assisted programme on a set of indicators – the dependent or explanatory variables – included:

- i. Access and receipt of the food basket and non-food items
- ii. Food security indicators, including a diet diversity index score
- iii. Asset building or asset retention
- iv. Livelihood activities, including agricultural and other income generating activities
- v. Education outcomes
- vi. Health outcomes
- vii. Security and protection

The major independent variable is the impact of food assistance; another independent variable is long-term food security.

8. The evaluation team undertook qualitative field interviews of stakeholders by using participatory techniques, particularly FGDs and interviews of key informant stakeholders. During the inception mission, the evaluation team and the WFP/UNHCR Evaluation Managers conducted initial stakeholder interviews in Kigali, Gihembe and Kiziba refugee camps, and government offices in Kibuye and Gicumbi. These interviews contributed to the development of pertinent indicators relating to the impact of food assistance on refugees in Rwanda. Team members conducted transit walks in the camps to understand the socio-geographical position of refugees in relation to important camp infrastructure and social services. The team observed events when presented with the opportunity, such as food distributions at Kiziba and warehousing and other key services and logistical arrangements at all three camps. Qualitative work complemented the quantitative information and helped to interpret the results of the household-level data, allowing the evaluation team to gain maximum in-depth knowledge from various stakeholder perspectives on food-assisted programming outcomes.

Logic of the Intervention

9. This evaluation has been guided by WFP's definition of 'evaluability': "the extent to which an activity or a programme can be evaluated in a reliable and credible fashion. It necessitates that a policy, intervention or operation provides: a) a clear description of the situation before or at its start that can be used as a reference point to determine or measure change; b) a clear statement of intended outcomes, i.e., the desired changes that should be observable one implementation is under way or completed; c) a set of clearly defined and appropriate indicators with which to measure change; and d) a defined timeframe by which outcomes should be occurring." The logic of the evaluation will in part be guided by contribution analysis,

by addressing attribution with performance measures, outlined as indicators in the evaluation matrix, which is described below (Mayne 2008).

10. The evaluation assesses outcomes and impacts of UNHCR and WFP activities and implementation strategy as expressed in the logic models of WFP's two successive Protracted Relief and Recovery Operations (PRROs 105310 [2007-2009] and 200030 [2010-2011]) and a WFP-UNHCR Theory of Change logic model (Annex 1). The two WFP PRROs include refugee programming activities within a larger country programme strategy. The latest PRRO (200030) has established the following strategic objectives (SOs), goals and outcomes of relevance to the refugee programme:

- SO 1 –To save lives and protect livelihoods by reducing acute malnutrition caused by shocks to below emergency levels; enhancing self-reliance, and reaching refugees whose food and nutrition security has been adversely affected by shocks:
 - Outcome 1.1: Reduced acute malnutrition among refugee children under five;
- SO 4 – To reduce chronic hunger and under-nutrition by meeting the food and nutrition needs of those affected by HIV/AIDS and other pandemics:
 - Outcome 4.5: Increase in nutritional support for adults and children living with HIV.

11. To determine whether the interventions that have been implemented by the two agencies over the past five years are likely to lead to durable change and self-reliance, the evaluation team has critically reviewed the theory of change that underlies these operations through time, drawn from a logic model (Annex 1) for WFP and UNHCR inter-related interventions in the protracted refugee context of Rwanda. Through this review of the theory of change underlying the programme activities, the evaluation team sought to determine if the intervention logic is coherent and to identify strengths and weaknesses in the approach for the purpose of informing future programming. The evaluation has tested some key

- Short term assumptions – a complementary strategy of interventions has been provided to refugees, including supplementary and therapeutic feeding as needed, NFIs, and WASH; predictable food and NFI delivery schedules; security and protection within the camps; food is eaten at no financial cost to the household; refugees are not burdened by financial or food indebtedness; firewood collections encompasses no costs; host communities are receptive; and milling services are available;
- Intermediate assumptions – refugees access appropriate educational services; housing and WASH meet minimum standards; legal status allows for employment; coping strategies are positive; sufficient land exists for agriculture, allowing refugees to access land; IGA associations are formed; households include sufficient productive adults; households access credit; livestock raising is legal and undertaken in camps; and host populations share natural resources with refugees;
- Long-term assumptions – conflict in DRC subsides, allowing refugees the option of returning and land is available upon return to DRC.

12. The Theory of Change postulates that UNHCR and WFP outputs and activities – rations for general distribution, supplementary and other special feeding, water supply, health care, income-generating activities (IGA), non-food item (NFI)

distribution – will produce the following short-term effects, intermediate outcomes, and long-term impact:

- Short-term effects should include increased food consumption amongst the general refugee population and malnourished individuals, increased use of WASH and protection services, increased enrolment and attendance in schools, and improved livelihoods through the use of enhanced skills and opportunities.
- Intermediate outcomes should include improved or stabilized nutrition and neonatal health care, improved food basket, successful IGAs and agricultural activities, asset-building, and improved education.
- Long-term impact should result in self-reliance, resettlement, repatriation, or local integration within Rwanda.

Evaluation Matrix

13. Drawing from the theory of change and PRRO logical framework, the evaluation team developed an evaluation matrix, which outlines the methods and strategic logic used to answer the following six key evaluation questions, each subdivided into specific questions (Annex 3):

- What are the differential impacts of food assistance on the protracted refugee population in Rwanda?
- What are the impacts on food security and nutritional status?
- How does food assistance affect coping strategies, including adoption of new coping strategies?
- What are the impacts on protection and the protective environment?
- To what extent has the type of food assistance and the way it is delivered affected progress towards longer-term durable solutions? To what extent have the effects of food assistance changed over time?
- To what extent has the interaction between WFP and UNHCR been a key factor explaining the results? How has the UN Delivering as One mandate for Rwanda influenced outcomes and results?

14. The evaluation focused on **socio-economic** effects of food assistance (including food security and nutrition). It did not make an in-depth assessment of environmental impacts, but did include environmental issues that have had socio-economic consequences.

15. The key impact evaluation questions outlined above are presented and subdivided into measurable research questions in great detail in the evaluation matrix (Annex 3). As specified in the ToR, the evaluation matrix aligns the above key questions, sub-questions, potential indicators, benchmarks and sources of information for the evaluation.

Data Collection Methods

16. **The methodological approach of the evaluation:** As implied by a mixed-methods approach, the team used several instruments and data sources to collect data. The extensive secondary source review carried out to develop some of the key questions for the study has already been described. This review deepened the evaluation team's understanding of WFP and UNHCR's operations and activities in Rwanda. Using quantitative and qualitative methods, the team aimed to verify information presented in WFP and UNHCR project documents and JAMs, such as: the short-term and medium-term effects and consequences of food ration distribution strategy; the effects of food assistance activities on specific types of refugees as well as on social group and household dynamics; constraints faced by

distinct refugee populations (for example, young women, PLWHA and youth); and limitations to refugees' capacity to self-stabilize household food security.

17. The secondary data review also served a wider purpose: because the team did not undertake an anthropometric survey as part of this evaluation, the evaluation nutrition specialist relied on secondary data to conduct an analysis of nutrition outcomes and patterns within and between refugee camps throughout the evaluation period. Although the nutrition specialist attempted to compare key nutrition indicators (including GAM, SAM and chronic malnutrition rates) between refugee camp populations and those in the respective regions, comparisons were difficult because of the limited collection of camp refugee nutrition data. For example, sampling flaws in the 2011 Pre-Jam rendered interpretation of nutrition indicators to be highly questionable, and nutritional data could not be assessed by camp.

18. The evaluation team employed quantitative household surveys in two of the camps. The quantitative approach focused on household outcomes of the programme and sought to determine the types of livelihood and coping strategies refugee households have adopted in response to the programme approach. The sampling design (explained in Annex 5) allowed the team to compare outcomes at the household level across wealth categories within the camps and between the two camps in the sample. The evaluation team compared key indicators such as malnutrition rates, access to and use of food assistance, food security indicators such as diet diversity, and attempts at achieving degrees of self-reliance by wealth groups, sex, and by camp. The two camps differ in that one is very isolated, not close to towns or income-earning opportunities outside the camp, while the other camp is situated very close to a major town.

19. Using the quantitative household survey findings, the evaluation team was able to analyze different types of refugee household, discovering significant differences by vulnerability group – PCA and cluster analysis have identified three distinct groups of households in the refugee camps, classified as most vulnerable to food insecurity, moderately vulnerable, and least vulnerable. Vulnerability group analysis indicated significantly robust differences by refugee households. Quantitative analysis also yielded differences by camp, particularly the two camps of Kiziba and Gihembe surveyed, supplemented by qualitative analysis in the three camps. The quantitative data was further analyzed by sex of household head, which yielded some significant differences.

20. The team complemented the refugee household surveys with qualitative focus group discussions and key informant interviews of various refugee groups, host community groups, and other stakeholders at the national, regional, and field office levels, and particularly in the three refugee camps of Kiziba, Nyabiheke, and Gihembe. These complementary data collection methods allowed the evaluation team to triangulate and measure the outcome and impact of WFP and UNCHR's contribution of food assistance to durable solutions in protracted refugee situations. The qualitative approach deepened our understanding by asking targeted groups of refugees within the camps about impacts of food and other assistance and exploring their perceptions of livelihood options and the short and long-term effects and successes or failures of major refugee agencies delivering services, policies, and medium-term or durable solutions. For example, the approach allowed the gender specialist to analyze gendered trends and evaluate the extent of gendered programming initiatives within the refugee programme in relation to food assistance.

21. The qualitative evaluation strategy also included focus group discussions with surrounding host communities to explore social and economic relations with refugees. Additionally, the team conducted key informant interviews with

implementing agencies to elicit opinions, perspectives, and strategic thinking on the potential for durable solutions within refugee contexts as well as to question the implementation of strategic decisions.

22. Evaluation methods specifically included:

- Quantitative household survey of 1200 refugee households randomly selected in two camps (600 households in each camp) using UNHCR data bases (The survey instrument is included as Annex 8);
- Qualitative FGDs with various types of refugee groups, targeted vulnerable groups, and committees and host populations disaggregated by sex in three camps (topical outlines are included as Annex 9);
- Key informant interviews with WFP, UNHCR, other UN agencies, MIDIMAR, NGO partners, and donors in Kigali and three refugee camps;
- Interviews with small business owners in three camps;
- Transect walks and observation of conditions in three camps and warehouses;
- Analysis of several secondary data sources, including Joint Assessment Mission (JAM) reports, agency reports, various assessments, and proposals.

23. **Selection of refugee camps:** During the design and inception phase, the evaluation team and evaluation managers carried out extensive discussions with UNHCR, WFP, and partner organization senior managers and programme staff as well as other stakeholders about the scope and scale of the evaluation. Drawing on these discussions, stakeholders and inception team members agreed that the evaluation team should collect qualitative information from all three of the refugee camps, which together represent the protracted refugee situation in Rwanda. Time and financial resource constraints limited the quantitative refugee household survey to two camps. The evaluation team selected the two oldest and largest camps – Kiziba (population 18,950; 4,184 households), located in Southwest Rwanda, and Gihembe (population 19,793; 4,436 households), in Northern Rwanda – as the refugee household sample. These two camps together account for nearly three-quarters of the total refugee camp population. For comparative purposes, these two camps offer some contrasts. They are located in different parts of the country. One of the camps – Kiziba – sits atop a high hill, isolated from the local population with virtually no room to grow or for refugees to pursue homestead gardens. The other camp – Gihembe – is located virtually in a peri-urban environment, where refugees may have income-earning opportunities.

Table 1: Characteristics of three-camp sample in Rwanda

	Total	Kiziba	Gihembe	Nyabiheke
Pre-revalidation survey Pop 2011	54,136	18,950	20,068	15,118
No. of HH 2011	11,644	4184	4436	3024
Location- km from nearest town		Karongi District; 15 km from Kibuye town	Gicumbi District; 2 km from Byumba town	Gatsibo District; rural; 15 km from Ngarama town
Year Camp Established		December 1996	December 1997	2005
Quantitative Sample	1200	600	600	0
Qualitative Key Informant Sample	20 KIs in Kigali; 34 KIs in camps;	10 KI interviews	14 KI interviews;	10 KI interviews;
Qualitative Focus Group Discussions	38 FGDs; 412 participants	12 FGDs; 132 participants	14 FGDs; 136 participants	12 FGDs; 144 participants

24. The team utilized quantitative and qualitative tools to answer the questions outlined in the evaluation matrix from these two camps. In addition, the team visited Nyabiheke camp to organize interviews with community and refugee focus groups and a variety of key informant stakeholders. The quantitative sample was therefore taken from two camps and the qualitative sample from all three camps.

25. **Sample size:** The evaluation team developed a quantitative sampling strategy to randomly select refugee households to survey, allowing for comparison between three comparison groups. The systematic random sample size is large enough to compare household refugee outcomes from the two camps (sample size calculation is outlined in Annex 5). The evaluation team has increased the sample to allow comparison between refugee groups based on a vulnerability ranking, or socio-economic index. The variables that determine the vulnerability or socio-economic index have been clarified by undertaking principal component analysis (PCA) and cluster analysis (the process is described in Annex 6). In short, the PCA process identified the following five variables that together explain vulnerability differences of refugee households: household Food Consumption Score, weighted asset index, number of income earners in the household, number of income sources, and number of months in the past 12 months households had access to income.

26. **Quantitative data collection, data entry and analysis:** RONTO International, a survey research agency based in Nairobi, assumed the responsibility of hiring fifteen enumerators to collect the data using personal digital assistants (PDAs). The survey instrument is included as Annex 8. The evaluation team leader worked closely with RONTO to train the enumerators and team supervisors in a four-day training workshop in Kigali. The workshop included one day of field testing the instrument at Nyabiheke camp. Fifteen Kinyarwanda-speaking enumerators interviewed five households each during the course of a day's field work, requiring eight days of data collection to survey 600 households at Kiziba camp and another eight days at Gihembe camp. The enumerator teams were taught to seek out and interview the woman and man of the household together wherever possible, under the assumption that women and men have differential expertise about different aspects of the household information sought by the enumeration teams. RONTO supervised all aspects of the data collection process. RONTO downloaded into laptops all data collected on a daily basis, an important aspect of the continuous cleaning and retraining process aimed at ensuring a smooth enumeration data collection process. TANGO then commenced the data analysis process.

27. **Qualitative data collection, entry, and analysis:** The qualitative team commenced data collection approximately two weeks after the quantitative teams began to collect household data. The team initially met in Kigali, first meeting with UNHCR and WFP management teams and other key stakeholders prior to conducting FGDs and key informant interviews at Gihembe refugee camp, followed by qualitative participatory data collection at Nyabiheke and Kiziba camps. Qualitative data collection at the three camps required ten days. Within each of the three camps the team interviewed groups of male and female refugees, food distribution committees, male and female refugee leaders, youth groups and group leaders disaggregated by sex, and refugees representing different vulnerable groups, such as HIV/AIDS groups and disabled groups, also disaggregated by sex. The team also interviewed one focus group of men and one of women within host communities near each of the three camps. The FGDs normally consisted of six to ten members, although some were larger (see Annex 7 for a complete list of FGDs and key informants). UNHCR personnel and partner organizations working in the camps, notably ARC at Gihembe and AHA at Kiziba helped the evaluation team to identify FGD participants to fulfil each of the FGD profiles.

28. The process of data collection required two days in the field in each of the three camps followed by a third or fourth day of entering data into laptop computers and beginning the analysis of information, an iterative process that allowed the team to pursue questions and fill gaps in the field. The core team, consisting of the Team Leader, the Livelihoods Specialist, the Nutritionist and Gender Specialist, and the Rwandan expert, also included three Kinyarwanda speakers. The team finally sequestered for four days in Kigali to analyze the qualitative findings. This process required team members to initially read through all of the qualitative matrices in the three camps. The team then split up into sub-teams for each to consider qualitative data findings relating to specific evaluation questions as outlined in the evaluation matrix. This analysis was then used to complement quantitative findings in the initial presentation and the report. Qualitative topical outlines are included as **Annex 8**. Completed qualitative focus group matrices are included as **Annex 20** (presented as a separate document).

Quality Assurance

29. WFP has developed an Evaluation Quality Assurance System (EQAS) based on the UN Evaluation Group norms and standards and good practice of the international evaluation community.¹ It sets out process maps with in-built steps for quality assurance and templates for evaluation products. It also includes checklists for feedback on quality for each of the evaluation products including the ToR. EQAS was systematically applied during the course of this evaluation and relevant documents were provided to the evaluation team.

30. Throughout the evaluation process, the evaluation team maintained its impartiality, independence and transparency of the process. The team members maintained regular communication with WFP and UNHCR both internally and externally, as appropriate, to ensure quality assurance, including validity, consistency and accuracy of data.

31. The evaluation field mission commenced with meetings with UNHCR and WFP Senior Management on its first day in Kigali to discuss the inception report, the evaluation modalities and process, and to brief other key stakeholders (e.g., MIDIMAR). The evaluation team analyzed the information as gathered on a regular basis and provided systematic checks on accuracy, consistency, reliability and validity of collected data in order to ensure high quality of data and information.

32. Two debriefing sessions were held on Thursday 10 November to share preliminary findings and validate results. A morning session included a presentation and discussion with WFP and UNHCR staff and management; an afternoon session brought together MIDIMAR, implementing partners, and donors as well as other WFP and UNHCR staff to participate in the presentation and discussion.

¹ Active Learning Network for Accountability and Performance in Humanitarian Action (ALNAP) and the Development Assistance Committee (DAC).

Annex 4: Rwanda UNHCR/WFP Refugee Programme Impact Evaluation of Food Assistance Evaluation Matrix

Evaluation Questions	Sub-Questions	Type of subQ	Measure or Indicators	Target or standard (normative)	Baseline Data?	Data Source	Design	Sample or census	Data Collection instrument ²	Data Analysis	Comments
1. What are the differential impacts of food assistance on the protracted refugee population in Rwanda?	1.1 To what extent does food assistance benefit refugee households?	N	Food use by household, disaggregated by wealth or asset index	Food preparation & hygiene knowledge Food distribution site is appropriate HHs are fully aware of food distribution system					Quant, Qual, Doc Qual-Refugee FGD, IRC	Disaggregated by :3 camps	
	1.2 What food groups have the household consumed in the last 24 hours?	N	Diet diversity score Food consumption score	Access to range of foods to meet nutritional requirements		Quant	Compare JAM 2011 to current survey	Sample	Quant	2 camps	
	1.3 How much food is sold or consumed? 1.4 How is that decision made? 1.5 Why are some food commodities sold and not others?	N D D	1.3 : % of food sold / consumed by commodity 1.5: Consumption preference	1.3 100% of distributed to be eaten 0% to be sold	1.3 JAM	Refugees-HH and JAM	Time series	Sample	Qual, Quant Qual-Refugee FGD	3 camps	
	1.6 Is the food basket appropriate? <i>(definition of</i>	D	1.7 knowledge or familiarity with recipes; access to fuel/pots;	1.6 NA		1.6 R – HH 1.7 refugee women	One shot One shot	Sample Sample	Qual, Quant Qual-Refugee	3 camps By refugee group	

² Quant = Quantitative household survey; Qual = Focus Group Discussions and Key Informant interviews with relevant stakeholders; Doc = other relevant documents – secondary data; DB = UNHCR or WFP data bases; Obs = Observation

Evaluation Questions	Sub-Questions	Type of subQ	Measure or Indicators	Target or standard (normative)	Baseline Data?	Data Source	Design	Sample or census	Data Collection instrument ²	Data Analysis	Comments
	<i>appropriate?</i> Why / why not? 1.7 Any issues of food preparation? 1.8 Issues of cultural food acceptance by refugee group?	D D	sufficient time 1.8 Refugee perceptions or on whether they find the food meeting an acceptable standard of impurities			1.8 refugees	time series – Compare to JAM report	Sample	women FGD		
	1.9 How is food prepared? 1.10 Grinding modalities?	D D	1.10 Food grinding patterns – cost, location, time, mill owner, by hand?			1.9 Refugees, JAM 1.10 refugees			Quant, Qual: Refugee FGD, partners in camp, WFP, UNHCR	3 camps	
	1.11 Do households have sufficient knowledge and practice of food preparation and hygiene?	N	Refugee instruction and knowledge of food preparation and hygiene			HH survey + FGD			Quant, Qual Qual-Refugee FGD, NGO partners in camp	3 camps	
	1.12 Who in the household collects the food from the distribution point every month? 1.13 Who controls the ration card? 1.14 How does food distribution system work?	D D	HH Food collection HH ration card control		1.13 JAM	1.12 refugees 1.13 refugees	One shot	sample	Quant, Qual – Refugee FGD	3 camps	
	1.15 Who and what proportion of refugees consume supplementary foods? 1.16 What	D	Supplementary food distributions; Complementary food consumption			Refugee HH	Compare to JAM	Sample	Quant, Qual – Refugee FGD	3 camps	

Evaluation Questions	Sub-Questions	Type of subQ	Measure or Indicators	Target or standard (normative)	Baseline Data?	Data Source	Design	Sample or census	Data Collection instrument ²	Data Analysis	Comments
	complementary foods are consumed?										
	1.15 Do different types of refugees consume their fair share of food assistance and have equal access to services and assistance? (Wealth groups, male & female-headed households, women, men, girls and boys)	N	Food consumption by sex, age, length of time in camp, wealth group Diet diversity by sex, age, length of time in camp, wealth group Access to Food assistance disaggregated			Refugees HH			Quant, Qual – Refugee FGD	3 camps Wealth groups, male & female-headed households, women, men, girls and boys/ length of time in camp	
2. What are the impacts on food security and nutritional status?	2.1 What have been the nutrition trends in the camps during the past five years?	N	GAM rates SAM rates Chronic malnutrition			Nutrition surveys 2008 and 2011	Time series	sample	Doc, DB	Total Refugee population compared with host population	No disaggregation by camp; host pop. data may be lacking
	2.2 How long does the food last during the month?	N	HH food use – days per month by commodity	Norm is 30 or 31 days based on month		refugees	Time series when 100% and 50% rations distributed	sample	Quant	2 camps Before and after cuts	
	2.3 Do pregnant and lactating women have access to supplementary foods? To what extent and for how long and how does this compare with plans?	N	Months of supplementary feeding for pregnant and lactating women	Norm exists for average	JAM	Refugees; NGO records for SFP distributions	Time series	Sample	Quant, Doc Qual – Refugee FGD	3 camps	

Evaluation Questions	Sub-Questions	Type of subQ	Measure or Indicators	Target or standard (normative)	Baseline Data?	Data Source	Design	Sample or census	Data Collection instrument ²	Data Analysis	Comments
	2.4 What is the extent of significant health problems?	N	Morbidity rates; Mortality rates	Norm exists for indicators		Refugees; Health clinics; UNHCR records	One time	Sample	Quant, Doc	3 camps; Compare with host pop	
	2.5 Is water access and consumption sufficient	N	Water consumption Water sources	Norm exists	JAM	Refugees UNHCR	Time series	Sample	Quant, Doc Qual – Refugee FGD; docs	3 camps	
	2.6 Are sanitation facilities sufficient?	N	Latrines per person and household	Norm exists	JAM; UNHCR records	Refugees; UNHCR			Quant Qual – Refugee FGD; docs	3 camps	
3. How does food assistance affect coping strategies, including adoption of new coping strategies?	3.1 What are the coping strategies used by different types of refugee households?	D	Coping Strategies Frequencies Coping Strategies Index		JAM CSI	Refugees; JAM	Time series	sample	Quant Qual – Refugee FGD; docs	2 camps by refugee HH	
	3.2 What is the relationship between food assistance and school attendance by camp?	C+E D	School attendance rate by sex /grade ³			Refugees; Partner NGOs, Teachers	Time series correlated to distributions by year		Quant, Doc, Qual: NGO Partners	By 3 camps, By grade and sex	
	3.3 Major sources of income, including remittances?	D	Income sources by HH (male/female headed)		JAM	Refugees; Employers of refugees	One shot	sample	Quant, Doc	By 2 camps by HH & wealth group	
	3.4 Who works outside the homestead to earn cash/ in-kind income for	D	#, Sex and Age of workers by HH			Refugees	One shot	sample	Quant	2 camps	Shows protection issue of child labour

³ WFP Strategic Results Framework: Attendance rate: number of schooldays in which girls and boys attended classes, as % of total number of schooldays, Target: Attendance rate reached 90, Source: Annual monitoring and/or survey data

Evaluation Questions	Sub-Questions	Type of subQ	Measure or Indicators	Target or standard (normative)	Baseline Data?	Data Source	Design	Sample or census	Data Collection instrument ²	Data Analysis	Comments
	the HH?										
	3.5 IGA participation in the camp		# of IGAs by camp Participation rates in IGAs				Trend over time		Qual: Refugee FGD, NGO partners in camp, WFP	3 camps participation rate by type of IGA	
	3.6 What have been the livelihood interventions? How successful? What is the potential for self-sufficiency from these livelihoods?		Livelihood interventions (rankings); Refugee perception of success						Qual: Refugee FGD, NGO partners in camp, WFP, UNHCR		
4. What are the impacts on protection and the protective environment?	4.1 To what extent is GBV a problem? Why/How?		Incidence & types of GBV						Qual, Doc Qual: Refugee FGD	3 camps	
	4.2 What is the relationship between food assistance and GBV?		Causes of GBV						Qual: Refugee FGD	3 camps	
	4.3 What are the HIV/AIDS prevalence rates? What activities have been implemented to mitigate HIV/AIDS? Source of information on HIV/AIDS		HIV/AIDS prevalence rates HIV/AIDS mitigation activities Source of HIV/AIDS information						Quant, Qual, Doc Qual: Refugee FGD, NGO partners		

Evaluation Questions	Sub-Questions	Type of subQ	Measure or Indicators	Target or standard (normative)	Baseline Data?	Data Source	Design	Sample or census	Data Collection instrument ²	Data Analysis	Comments
	4.4 What is the extent of refugee / host community relations? Economic/social?	D	Economic activities Mutual marketing and trade Social relations between communities			Refugees Host pop Government officials	One shot	sample	Doc Qual: Refugee & host population FGDs	3 camps	
	4.5 How has this relationship impacted refugee livelihoods?		Income sources Sources of services Sources of skills						Doc Qual: Refugee & host population FGDs		
	4.6 How has the land policy and practice affected refugee ability to practice agriculture?	D	Land use by refugee and host communities						Doc Qual: Refugee & host population FGDs		
	4.7 Is there competition for resources between refugees and host population? To what extent & why?	D	Resource use and access across communities						Doc Qual: Refugee & host population FGDs		
	4.8 What are the sources of energy used by refugees? (firewood etc)	N	Energy use sources Firewood sources	Standard exists	JAM	Refugees, UNHCR records	Time series	sample	Quant, Doc Qual: Refugee & host population FGDs	3 camps	
5. To what extent has the type of food assistance and the way it is delivered affected progress	5.1 How have UNHCR and WFP adjusted programme deliveries to fit changing contexts and circumstances?	D	Change in programme deliverables (WFP food, UNHCR non-food items & supplementary food, NGO partner activities)		JAM		Time series implied		DB, Qual – Refugee FGD, WFP, UNHCR, Partner NGOs	Programme	

Evaluation Questions	Sub-Questions	Type of subQ	Measure or Indicators	Target or standard (normative)	Baseline Data?	Data Source	Design	Sample or census	Data Collection instrument ²	Data Analysis	Comments	
towards longer-term durable solutions? To what extent have effects of food assistance changed over time?	5.2 Have refugees received and used UNHCR non-food items? Which non-food items have been delivered by month by camp?	N	Non-food items delivered by month by camp	Household access to cooking utensils , cooking fuel, and hygiene; Sufficient access to blankets, clothing, and bedding		Refugees, UNCHR records	One shot	sample	DB, Quant, Qual – Refugee FGD, UNHCR	3 camps		
	5.3 What are refugee medium-term & long-term durable solution options? (by type of refugee)		Refugee durable solutions disaggregated by refugee wealth group						Quant Qual – Refugee FGD	3 camps		
	5.4 Why have refugees stayed in the camps?		Refugee perceptions of options						Quant Qual – Refugee FGD	3 camps		
	5.5 How to achieve self-reliance or durable solutions within refugee environment?		Recommendations for future activities and interventions by stakeholder						Qual – all stakeholders			
	5.6 What is the legal status of refugees vis-a-vis employment opportunities? What is the government policy re refugee employment outside of the camps?	N	Government labour policy; Changes in policies				MIDIMAR	One time		MIDIMAR & other stakeholders	Programme	
	5.7 Are there other models of food assisted programming		Recommendations by stakeholder; Recommended models for							Doc Qual – all stakeholders		

Evaluation Questions	Sub-Questions	Type of subQ	Measure or Indicators	Target or standard (normative)	Baseline Data?	Data Source	Design	Sample or census	Data Collection instrument ²	Data Analysis	Comments
	within protracted context that would result in more durable solutions? 5.8 What about higher levels of self-reliance?		enhanced solutions								
	5.9 Is commodity management up to par?	N	Warehouse standards, Commodity management record-keeping	Standards exist	JAM	records			Observation, DB		Basic Question
6. To what extent has the interaction between WFP and UNHCR been a key factor explaining the results? How has the UN Delivering as One mandate for Rwanda influenced outcomes and results?	6.1 How do WFP and UNHCR work together to address issues and programme coherence?	N	Joint meetings # & types of programme changes	Standards exist					DB, Doc, MOU Qual – WFP, UNHCR, partner NGOs, ARRA, USAID & other donors		
	6.2 Do UNHCR & WFP advocate for policy improvements or enactment? Which issues? To what extent? Why & How? Is there any joint funding?		Policy changes UNHCR & WFP advocacy campaigns						DB, Doc, MOU Qual – WFP, UNHCR, partner NGOs, ARRA, USAID & other donors		
	6.3 How are reports shared and used?		Reports generated & shared						DB, Doc, MOU Qual – WFP, UNHCR, partner NGOs, ARRA, USAID &		

Evaluation Questions	Sub-Questions	Type of subQ	Measure or Indicators	Target or standard (normative)	Baseline Data?	Data Source	Design	Sample or census	Data Collection instrument²	Data Analysis	Comments
									other donors		
	6.4 How has the UN promoted a coherent approach within the refugee programme context?		UN agency programme coordination						DB, Docs Qual – Un Agency interviews		

Annex 5: Terms of Reference

The Contribution of Food Assistance to Durable Solutions in Protracted Refugee Situations: its impact and role in refugee camps in Rwanda (2007-2011): A Mixed Method Impact Evaluation

**Commissioned Jointly by UNHCR & WFP
Terms of Reference**

Table of Contents

1. Background.....	20
2. Reasons for the Evaluation.....	22
3. Subject of the Evaluation.....	23
4. Key Questions.....	27
5. Evaluation Approach.....	28
6. Organization of the Evaluation.....	31

Background

1.1. Definitions

1. WFP's Office of Evaluation uses the following working definition of *impact*: "Lasting and/or significant effects of the intervention – social, economic, environmental or technical – on individuals, gender and age-groups, households communities and institutions. Impact can be intended or unintended, positive and negative, macro (sector) and micro (household)."⁴

2. **Food assistance** refers to a set of interventions designed to provide vulnerable and food-insecure populations with access to food. It includes instruments such as in-kind food distribution (also known as food aid), vouchers or cash transfers that assure access to food of a given quantity, quality or value. **'Camps'** refers to all organized settlements that do not have fully open borders. **Protracted refugee situation** is one in which the refugee population has sought refuge in a host nation and has found itself in a long-lasting and intractable status of limbo for five years or more.

1.2. UNHCR & WFP's Corporate Approach to Protracted Refugee Situations

3. There are currently 10.5 million refugees globally, of which just under 20% are in protracted situations lasting for more than 5 years and often many more. Of these, approximately 80% are in Sub-Saharan Africa and a further 13% in North Africa and the Middle East. Protracted refugee situations pose special social, economic, and political challenges for host governments, host communities, refugees, donor states and humanitarian agencies.

4. By virtue of its founding Statute in 1950⁵ and its charge under the 1951 Convention relating to the Status of Refugees and 1967 Protocol, the role of UNHCR is to provide international protection to refugees and to seek durable solutions to refugee problems. It is mandated to "lead and coordinate international action to protect refugees and resolve refugee problems worldwide". Meeting refugee needs was one of the founding purposes of WFP⁶ in 1963 and a core activity, "using this assistance to the extent possible to serve both relief and development purposes".

5. Over the years, in order to fulfil their humanitarian mandate, and because of lack of political solutions, humanitarian agencies have been placed in the position of assuming a progressively wider range of long-term refugee responsibilities. The challenge of dealing with this has resulted in various recent initiatives, including the UNHCR's Protracted Refugee Situations Project, the Refugee Livelihoods Network and various country-specific projects to promote self-reliance and strengthen protection capacities. Growing awareness, led in 2009, to the Executive Committee (ExCom) of UNHCR adopting a special conclusion giving renewed attention to the subject⁷.

6. UNHCR & WFP were working together in the service of refugees even before the first Memorandum of Understanding was signed between them in 1985. Successive MoU's (1985, 1992, 1994, 1997 and 2002) have reflected evolution in the working relationship and division of roles concerning food assistance, culminating in the latest MoU signed in 2011. Annex 2 gives an overview of changes in roles and

⁴ Based on definitions used by ALNAP, OECD/DAC and INTRAC.

⁵ General Assembly resolution 428 (V) of 14 December 1950

⁶ WFP General Regulations (2009 edition), pursuant to FAO Conference Resolution 1/61

⁷ For analysis, see Milner & Loescher, 2011, *Forced Migration Policy Briefing 6: Responding to protracted refugee situations: Lessons from a decade of discussion*. Refugee Studies Centre, Oxford

responsibilities between the 2002 and 2010 MoU's. After a successful pilot project, evaluated in 2006⁸, the division of responsibilities for food delivery and distribution in the chain from port to beneficiaries has the flexibility to be decided on a case-by-case basis. Furthermore UNHCR expressed interest in broadening the collaboration beyond in-camp food assistance, and is ready to engage in new areas, such as joint assistance to refugees outside camps.

7. Under successive Strategic Plans since 2004, WFP's work on food assistance in protracted refugee situations has been regarded as a central activity contributing to Strategic Objectives (previously Strategic Priorities), both saving lives in emergencies (now part of Strategic Objective 1) and restoring and rebuilding livelihoods in post-conflict, post-disaster or transition situations (now Strategic Objective 3).

8. WFP has no single policy concerning operations in refugee camps. The basic principles for programming do not differ greatly from any other WFP intervention. Most importantly, WFP assistance to refugees is provided on the basis of food insecurity, not solely on their status as refugees.⁹ The 1998 policy paper "From Crisis to Recovery" remains a core document¹⁰ and defined the potential role of WFP's Protracted Relief & Recovery Operation category in "transforming insecure, fragile conditions into durable, stable situations"¹¹. It stipulates that a recovery strategy will provide the rationale for operations and guide choices of target groups and assistance modalities¹². Further, the Consolidated Framework of WFP Policies (updated November 2010)¹³ includes relevant policy statements (and full references) on exit strategies (latest 2005), targeting in emergencies (revised 2006), moving from general to targeted distributions (1998). The latter includes the commitment: "In providing assistance to refugees [...] WFP will take into consideration the needs of the populations of host areas in the vicinity of concentrations of refugees..."¹⁴. Also directly relevant are cross-cutting policies on nutrition (3 papers from 2004), participatory approaches, partnerships with NGOs, gender (latest 2009), food assistance instruments (2008) and the Humanitarian Principles (revised 2004).

9. These policies are translated into Programme Guidance on joint assessments with UNHCR, food distribution (including criteria for use), refugees, and recovery.¹⁵ Operations may encompass a number of food assistance modalities, but general food distribution has constituted a major part in past years. Some WFP operations also include objectives to enhance national capacity to manage food assistance programmes.

10. In protracted situations, WFP Programme Guidance calls for a multi-year strategic plan for self-reliance¹⁶ in line with the UNHCR Handbook for Self-Reliance. This reflects UNHCR's 2008 shift in policy concerning protracted refugee situations from 'care and maintenance' to self-reliance. The possibilities for achieving this (see Glossary at Annex 1) is greater where there is opportunity for the refugees to make a livelihood in and around the refugee camp/settlement through some freedom of movement and/or access to land or other employment opportunities and/or some ethnic affiliation with the host population. WFP operations in protracted situations typically contain objectives concerning food security, re-building livelihoods and

⁸ WFP/UNHCR Joint Evaluation of the Pilot Food Distribution Projects, 2006, WFP/EB.1/2006/7-D

⁹ WFP Programme Guidance Manual (PGMWiki) on refugees

¹⁰ WFP/EB.A/98/4-A

¹¹ See Thematic Evaluation of the Protracted Relief & Recovery Operation (PRRO) Category, WFP, OEDE/2004/1

¹² Quoted in paras.35-37, WFP/EB.2/2010/4-E

¹³ WFP/EB.2/2010/4-E

¹⁴ CFA 21/24, (1986), quoted in WFP/EB.2.2010/4-E

¹⁵ UNHCR/WFP 2008. Joint Assessment Guidelines. Geneva/Rome. This document includes policy updates to January 2009.

¹⁶ WFP Programme Guidance Manual (PGMWiki) on refugees

promoting self-reliance, and maintaining or improving nutritional status. These are consistent with UNHCR's Global Strategic Objectives 2010-2011¹⁷.

11. However there is no existing unified theory of change or logic model for WFP's and UNHCR's inter-related interventions concerning food assistance in protracted refugee situations. Annex 3 shows a working model developed by the WFP Office of Evaluation for the purposes of this series of evaluations. It is based on the content of existing policies and operational documents.

2. Reasons for the Evaluation

2.1. Rationale

12. Both UNHCR and WFP consider this a ripe moment for review. UNHCR has conducted a special project since 1999 studying aspects of protracted refugee situations, but not yet evaluated the role of the food component in the package of support given to refugees. In the last five years, focus on finding durable solutions to protracted refugee situations has sharpened and campaigns against 'warehousing' have gained ground¹⁸. At the same time, WFP is piloting and adopting new approaches and tools for food assistance. These go beyond in-kind food distribution and include improved food security, nutrition interventions, as well as innovations in how food is mobilised, procured, transported and delivered in the country. Both agencies are aware that the way food assistance is targeted and delivered in protracted refugee situations also affects social and economic relationships among refugees and between refugees and host populations.

13. In the wider environment, both agencies are concerned with enhancing protection activities to meet international standards and promotion of self-reliance activities. The ongoing humanitarian reform process opens opportunities for change and places special emphasis on partnerships and concerted action. This is reflected in WFP's Strategic Plan 2009–2013 and UNHCR's Global Strategic Objectives 2010-2011¹⁹.

14. Like all evaluations at WFP and UNHCR, evaluations serve accountability and learning purposes. An impact evaluation will provide new evidence of the intended and unintended effects of food assistance in protracted refugee situations on the recipients and on the perspectives for increasing self-reliance and potential for achieving durable solutions. It will deepen insights into the complex dynamics behind the results²⁰. In this way, it will contribute to learning. It will provide relevant recommendations based on the analysis and conclusions that will contribute to identifying future directions.

15. On the accountability side, for WFP, General Food Distribution (GFD) is by far the largest single activity in WFP's portfolio. Within that broad categorisation, GFD in refugee camps is commonly the largest component in protracted operations involving refugees. In May 2010²¹, WFP's Executive Board expressed strong interest in an impact evaluation on this topic.

16. As the likelihood of repatriating the Congolese refugees, currently in Rwandan camps, is prevented by ongoing conflict and as the encamped population is highly dependent on external assistance, future support to refugees will be required. The results of this evaluation will provide inputs to future intervention planning,

¹⁷ UNHCR Global Strategic Priorities 2010-2011, August 2009

¹⁸ Ref. UNHCR Research Paper No 168

¹⁹ UNHCR Global Strategic Priorities 2010-2011, August 2009

²⁰ See the most recent call to fill this and related knowledge gaps in *The State of Food Insecurity in the World: Addressing Food Security in Protracted Crises*, 2010, FAO & WFP, p.45

²¹ Annual Consultation on Evaluation, WFP, May 2010

implementation, monitoring and reporting, including the annual planning exercises undertaken by UNHCR and WFP together with the Government of Rwanda and plans and activities supported through the One UN Pilot initiative and UNDAF.

2.2. Objectives

17. This evaluation serves accountability and learning purposes. The evaluation will:

- a) evaluate the outcomes and impact of food assistance interventions within the protracted refugee camps of Rwanda, and;
- b) identify changes needed to improve food assistance interventions such that they contribute to the attainment of self-reliance and or durable solutions for protracted refugee populations of Rwanda.

18. This is one of a series of four impact evaluations to be carried out during 2011 and 2012 in different countries with joint WFP-UNHCR operations²². The overall objective of the series is to provide evidence for future strategies to improve the contribution of food assistance to increased self-reliance and potentially to durable solutions for both refugees and host populations in protracted refugee situations.

3. Subject of the Evaluation

3.1. Country Context: Rwanda Protracted Refugees

19. Rwanda has a population of 10.3 million, with an annual average growth rate of 2.7 percent.²³ It has one of the highest population densities in the world, with an average of 321 people/km²: land is scarce. Rwanda achieved gross domestic product (GDP) growth of 8 percent in 2000, rising to 11 percent in 2008. An estimated 57 percent of the population lives below the national poverty line, and 90.3 percent lives on less than US\$2 per day, with poverty most prevalent in western and southern provinces. The most vulnerable livelihood groups are small-scale farmers cultivating less than 0.1 ha, who make up 38 percent of the population, and agricultural labourers, with 22 percent.²⁴ Despite recent gains in food security, chronic malnutrition (CFSVA, 2009) with a stunting rate of 52 percent has persisted for the past ten years.

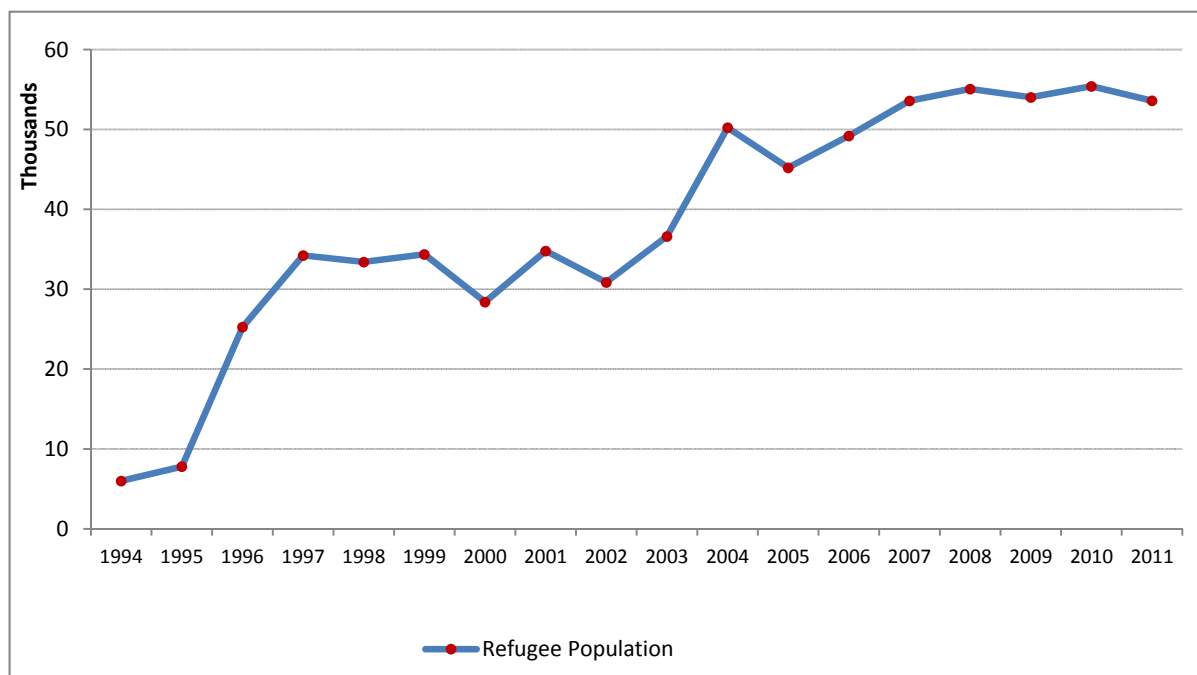
20. Rwanda has received significant refugee inflows over the past 15 years, with some 53,000 refugees from DRC still in camps in 2010. In addition Rwandans who had previously fled the country continued to return from neighbouring countries and required repatriation assistance. From January to the end of May 2011, 2,592 Rwandans returned home in an organized manner and were provided with the basic return package including 3 months food ration, non-food items and logistical support to their final destinations.

²² Country selection criteria were: (i) Minimum 7 years operations and still ongoing in 2009; (ii) More than 50,000 refugee beneficiaries in 2009 and at least 2 of the 4 countries should have an average of more than 100,000 refugee beneficiaries per year from 2003-2009; (iii) Camp/settlement situation; (iv) Sample includes examples of all major modalities used in the last 5 years to address protracted situations; (v) Sample broadly represents overall geographic profile of WFP and UNHCR portfolio; (vi) Situation is evaluable, but not recently evaluated; (vii) UNHCR & WFP Country Office and host government are interested in the evaluation being conducted.

²³ United Nations Population Fund (UNFPA), 2010. *State of World Population 2010*, New York.

²⁴ CFSVA 2009

Figure 1 Historical trend in refugee population in Rwanda²⁵



21. The protracted refugee camps in Rwanda are highly dependent on external assistance, and refugees in these camps have few opportunities for self-reliance. There is virtually no arable land around the camps, but in an effort to encourage refugees to supplement their ration diet, projects such as kitchen gardens and rabbit rearing have been introduced. The refugee camps have existed for the last 15 years, with successive waves of asylum seekers, mainly from the Democratic Republic of Congo (DRC). For the Congolese, the situation will only be resolved once stability returns to DRC and the possibility of repatriation exists. For the smaller caseload of Burundian refugees, all have been repatriated (or other durable solutions have been found) and therefore are no longer in the protracted camp situation.

22. Rwanda is a signatory to the 1951 Refugee Convention and the 1967 Protocol and the Government domesticated and enshrined the contents and principles of these documents in the revised Rwandan National Refugee Law of 2001. The Government awards *prima facie* refugee status to persons from the DRC.²⁶ For the Government of Rwanda, within the social protection policy, refugees are acknowledged as a vulnerable group. The registration of refugees is undertaken by both United Nations High Commissioner for Refugees (UNHCR) and Ministry of Disaster Management and Refugee Affairs (MIDIMAR). Refugees are located in the three camps of Gihembe (19,403), Kiziba (18,693), and Nyabiheke (14,221). MIDIMAR currently manages the refugee camps and the transit centres near Cyangugu and Gisenyi, supported by UNHCR and WFP.

23. Few studies have been conducted on the protracted refugee camps on food security and nutrition, however, in 2008, nutritional surveys indicated that generally global acute malnutrition (GAM) and severe acute malnutrition (SAM) rates were within acceptable ranges, however, chronic malnutrition measured through stunting rates remained unacceptably high.²⁷

²⁵ Source: UNHCR Statistical Online Population Database & JAM 2011

²⁶ UNHCR 2010. Universal Periodic Review, Rwanda. Geneva.

²⁷ For the refugees, the 2008 Joint Assessment Mission (JAM) assessment cited a nutritional survey conducted in March 2008, which showed the GAM and SAM rates in the Gihembe camp to be within acceptable ranges, with a

3.2. WFP & UNHCR’s support to Rwanda and Protracted Refugees

24. WFP has been present in Rwanda since 1972, with 60 operations²⁸ totalling US\$1.8 billion. Two operations (PRROs 10531 and 200030) supported refugees and returnees and other vulnerable groups since 2007. WFP is the main partner of the Government and UNHCR in providing food rations to about 53,000 refugees (2010). Together with UNHCR and the Government, WFP also assisted the repatriation of Rwandan returnees over the same period. For details on WFP’s Operations please refer to Annex 4.

25. WFP provided food assistance to around 52,000 (53% female) refugees during the period 2007-2010, approximately 3,800 more than planned (see Table 1). Generally the number of assisted refugees has been increasing over the past decade and in 2007 and 2008 this number exceeded WFP’s stated expected (planned) caseload as there was an influx from the DRC.

Table 1 Refugees Receiving General Food Distribution Rations (GFD) (2007-11)

Project	Year	Planned	Actual			
		Total	Male	Female	Total	% Actual vs Planned
PRRO 10531	2007	45,000	22,730	28,251	50,981	113%
	2008	35,000	24,080	27,723	51,803	148%
	2009	58,000	25,785	27,934	53,719	93%
PRRO 200030	2010	56,000	23,889	29,115	53,004	95%
	2011	60,000	na	na	53,434	na
Average		50,800	24,121	28,256	52,588	104%

Source: WFP SPRs 2007-2010, Project Document 200030 (planned 2011); Executive Brief (2011 actual as of December 2011)

26. Both of WFP’s operations aimed to reach vulnerable groups throughout Rwanda (malnourished women and children and HIV patients on antiretroviral therapy) in addition to refugees and returnees. From 2010 WFP planned to provide support to the host population through food-for-work (FFW), however, support to the refugees was prioritized when overall resources were limited and the host population activities have not yet started. In 2010, refugees represented around 56% of all beneficiaries reached through the PRRO.

27. Table 2 below shows the tonnage distributed and covers all beneficiaries, not just refugees in the PRROs. The relatively low actual tonnage compared to plan (33%) in 2007 resulted in rations being cut in all refugee camps for November and December, due to a maize pipeline break. According to the JAM 2008 WFP has been generally consistent with the monthly deliveries, but pipeline shortages have resulted in the rations being changed.²⁹ The supplementary feeding (SFP) ration to the

stunting rate of 45.5%. The health centre in the Nyabiheke camp cited SAM at 3.5%, but the GAM rate was very high at 10.6%, stunting was 49.3%. In the Kiziba Camp, the March 2008 nutrition survey found GAM rates at 9.1%, SAM at 2.6% and stunting at 48.1%. In the Kigeme Camp, there was no health centre, data was unavailable, but the nutritional survey showed GAM and SAM to be acceptable, but stunting was 56.6%, of which 18.5% were severely stunted.

²⁸ Fifty national operations plus ten regional ones that included coverage in Rwanda.

²⁹ Requirements for refugees based on the ration in 2010-11 averages just over 217 kg per person per year. Therefore, an average of 11,375 MT per year was required for this period to meet needs of refugees GFD ration only.

malnourished living in the camps was unaffected. Hence moderately malnourished children, pregnant and lactating women who are considered vulnerables received SFP packages to supplement their nutritional status.

Table 2 Tonnes Planned vs Actual (Refugees, Returnees, MCHN,HIV,FFW) 2007-2010

Year	Planned (MT)	Actual (MT)	% Actual vs. Planned
2007	26,685	8,804	33%
2008	21,975	16,920	77%
2009	21,648	14,685	69%
2010	20,793	12,256	59%

Source: SPRs PRRO 10531 and 200030

28. UNHCR's support to refugees related to food assistance, camp management together with Ministry of Disaster Management and Refugees Affairs (MIDIMAR) and a range of other support provided in collaboration with NGOs such as: (a) Adventist Development and Relief Agency (ADRA) – children education, transport and logistics, fuel management, warehouse services.³⁰ (b) American Refugee Committee (ARC) -- health, shelter, construction, water, sanitation, infrastructure activities, (c) Africa Humanitarian Action (AHA) -- health and nutrition services, (d) Jesuit Refugee Services (JRS) --vocational training, education and community services and (e) the Association of Volunteers in International Service (AVSI)-- responsible for child protection activities in the 3 camps.

3.3. Scope of the Evaluation

29. The evaluation will look into how the food is used in the refugee camps. All modalities of food assistance will be evaluated including GFD to refugee populations, in terms of quantity, quality and distribution frequencies and supplementary feeding covering malnourished children, pregnant and lactating women, including those with micronutrient deficiencies especially anaemia. The methodology will be designed to give primary (but not exclusive) focus to GFD.

30. The evaluation will cover the time period 2007-2011 (5 years) covering two WFP operations (PRROs 10531, 200030). It will cover refugees, mainly from DRC, located in the three camps of Gihembe, Kiziba, and Nyabiheke. The study will interview refugee women, girls, boys and men considering their social diversity and economic activities.

31. UNHCR has had many additional operational activities over this period, but only those that are complementary to improving food security, especially those covered by the WFP-UNHCR MOU (please refer to Annex 2) and the annual Joint Project Agreements (JPAs), will be included in the evaluation.

3.4. Stakeholders and Users of the Evaluation

32. Below is an overview of the main stakeholders in the evaluation ³¹. An analysis of interests and specific roles in the evaluation will be refined through discussion with stakeholders during the design phase and finalized in the Inception Report.

33. **Direct stakeholders** -- stakeholders that are directly involved in operations/ programmes for refugees in Rwanda.

³⁰ UNHCR/WFP, 2008. Joint Assessment Mission (JAM) 2008, Kigali.

³¹ See Annex 4 for a more on stakeholders and their interests.

- Refugees, different sexes and age cohorts & representatives of different refugee groups.
- Local host communities around the 3 camps.
- National authorities responsible for refugee affairs, MIDIMAR and Ministry of Local Government and Social Affairs (MINALOC) and the representatives of local authorities, including the two Ministries previously noted.
- Implementing partners including: ADRA, ARC, AHA, AVSI and JRS.
- Country staff of UNHCR & WFP at national & sub-office level
- Regional and headquarter offices of UNHCR and WFP.
- WFP Executive Board

34. **Indirect stakeholders** – stakeholders in donor agencies and UN theme groups

- UNCT, especially RC's office and UNICEF and relevant inter-agency UN Theme Groups.
- Key donors: USA, Japan, Private Donors, Saudi Arabia, Italy, etc. and UNHCR's donors.

4. Key Questions

35. The protracted refugee context in Rwanda is complex and implementing a classic impact evaluation is challenging. The nature of the refugee crisis, limited data, and few counterfactuals³² require that the evaluation be adapted to the unique circumstances in Rwanda. There is no question that food assistance has some impact, most notably providing life-saving food to refugees when they arrived in Rwanda. Rather than focus on this initial impact, this evaluation will focus on secondary impacts of food assistance among the protracted refugee populations living in camps. In these locations, there are differences by food security levels, livelihoods opportunities, duration of refugee status and social groups, gender, etc. that affect the impact of food assistance interventions.

36. The primary evaluation question is:

- a) What are the differential impacts of food assistance on the protracted refugee population in Rwanda?

37. The secondary questions are:

- a) What are the impacts on food security and nutritional status?
- b) How does food assistance affect coping strategies, including adoption of new coping strategies?
- c) What are the impacts on protection and the protective environment?

³² Partially due to the nature of refugee situations in general and partially due to the nature of refugee assistance, establishing a counterfactual (a group that facing similar circumstances but has not received the intervention/treatment) is quite difficult. Control or comparison groups would imply a identical/similar population and this is not realistically given the nature of the refugee situation in Rwanda. The use of 'before and after' data for encamped refugees in Rwanda is not feasible because of insufficient data. In any case, this level of impact (testing for effect) is less valuable in this instance than understanding the differences of effects within/between different refugee groups.

5. Evaluation Approach

5.1. Evaluability Assessment

Evaluability is the extent to which an activity or a programme can be evaluated in a reliable and credible fashion. It necessitates that a policy, intervention or operation provides: (a) a clear description of the situation before or at its start that can be used as reference point to determine or measure change; (b) a clear statement of intended outcomes, i.e. the desired changes that should be observable once implementation is under way or completed; (c) a set of clearly defined and appropriate indicators with which to measure changes; and (d) a defined timeframe by which outcomes should be occurring.

38. This evaluation covers a complex and changing humanitarian intervention that is implemented within a very broad logical framework. There is explicit acknowledgement³³ that refugees in the camps appear without recourse to self-reliance activities or alternative coping strategies and there is no practical exit strategy to food assistance for this group of refugees.

39. At operational level, there is not necessarily a consistent understanding of the end-goals of food assistance interventions, nor the extent to which impact can be evaluated beyond the initial life-saving objectives. Despite this, there is wider agreement that the role of food assistance interventions in protracted refugee situations needs to be better understood. This requires the evaluation team understand and articulate well the broader issues of protracted refugee situations, specifically in Rwanda, while being familiar with the constraints of UN operational modalities.

40. Both WFP and UNHCR advocate for durable solutions and progress towards self-reliance for refugees; however it is not clear how refugees in the Rwanda context will reach these goals. The theory of change or logic model behind food assistance interventions, while theoretically possible, is not necessarily practically implementable. An important preparatory exercise will be ground-truthing, with relevant stakeholders, the logic behind current food assistance interventions. At inception stage it is expected that the evaluation team will develop a “web” or “mindmap” depicting the interconnected cause-effect relations and intervening (negative or positive) factors. Specific indicators from WFP and UNHCR corporate frameworks are included in current planning documents and can be used to assist in developing the “mindmap”. Please refer to Annex 3 which includes a ‘Draft Logic Model for the Refugee Camps in Rwanda as well as a ‘Unified Theoretical Logic Model’ mentioned above.

41. A preliminary evaluability assessment indicates that there is relatively limited secondary data available on the refugees – nutrition surveys have been completed only once during the period (2008) although another survey is ongoing in May 2011. Two high quality JAM reports exist for 2006 and 2008 and another is foreseen in the second half of 2011. Secondary data on most aspects of food security, protection, livelihoods are either non-existent or anecdotal or highly limited in scope. While good food security analysis completed by WFP and the Government and other partners were completed in 2006 and 2009 – Comprehensive Food Security and Vulnerability Assessment (CFSVA) -- and include the host population areas, the reports aggregate data at a very large geographic area and it appears that it cannot be disaggregated to specify the characteristics of the host population living in the vicinity of the refugee camps.³⁴ A nutrition survey was conducted in May 2011 in the

³³ See WFP PRRO project documents, and WFP/UNHCR 2006 and 2008 Joint Assessment Mission reports.

³⁴ WFP will provide the evaluation team with the datasets related to the CSFVA and at inception stage the team can indicate if it will be able to reanalyze the data for this evaluation.

refugee camps, supervised by WFP and UNHCR as input to the JAM 2011. While a household assessment survey was conducted in 2006³⁵, neither data nor report can be found at the time of writing. Health centers that serve refugees have been implementing a health information system (HIS) but the data quality is not known at this time.

42. WFP conducted in Rwanda a country portfolio evaluation in 2010 (report March 2011) covering the period 2006-2010 and a decentralized evaluation in 2006 (led by the country office). These evaluations were not impact assessments but can provide some valuable information and qualitative data for use in this evaluation.

43. Additional research institutions have conducted various studies over the past decade and several of these have been collected by the Office of Evaluation. A 'document library'³⁶ will be made available to the evaluation team and this provides a comprehensive listing of relevant literature and pertinent qualitative and quantitative data.

5.2. Methodology

44. **Impartiality.** The methodology should demonstrate impartiality and lack of biases by relying on a cross-section of information sources (e.g. stakeholder groups, including beneficiaries, etc.) and using a mixed methodologies to ensure triangulation of information through a variety of means.

45. **Mixed Methods.** This impact evaluation takes a mixed methods approach, which makes optimum use of evaluation resources and possibilities to support evaluative assessments and show developments over time in order to provide evidence for well-informed decision making in as timely a manner as possible. It will draw on the body of existing data and research as far as possible.

46. **Four Main Methods.** The approach uses four main methods, which complement each other. They are: (1) desk review of existing literature and stakeholder interviews to establish and assess the institutional logic of the programme, implementation strategies and allocations of resources; (2) review of literature and secondary data; (3) quantitative survey(s) among beneficiaries, as necessary to complement existing data and ensure the evaluation team can answer the evaluation questions; and (4) qualitative field-based methods among beneficiaries and all key stakeholders³⁷.

47. The combination and balance between these four different methods will be decided by the evaluation team in the inception phase, selected as appropriate to purpose and context. The evaluation team will also determine, in consultation with the evaluation manager, the sequence and timing of the different types of fieldwork to ensure the overall data collection strategy generates the best possible results.

48. **Comparison, Control, Counterfactual.** The establishment of a counterfactual is difficult and not feasible for this evaluation. This challenges the notion of impact as testing against a control group; instead the mixed-methods approach will allow the evaluation to compare the relative impact of food assistance across different groups. The logic model/theory of change will also be valuable in determining the key areas of focus.

49. **Quantitative and Qualitative Data Collection/Analysis.** Secondary quantitative data (survey data sets and their analysis) provide a significant source of

³⁵ Cited in WFP/UNHCR. 2006. WFP/UNHCR 2006 Rwanda JAM Final Report, Kigali.

³⁶ see Annex 5

³⁷ Qualitative methods will include semi-structured interviews, focus group discussion, observation and other participatory rapid appraisal (PRA) methods as appropriate.

data on some indicators, especially nutrition and basic demographic information. Sampling for the quantitative survey will be representative and randomised. Purposeful sampling for the qualitative field work will be developed during the Inception Phase by the team in consultation with the Evaluation Manager and Country Office, based on the most important data gaps undermining the team's ability to answer the evaluation questions. Data analysis and findings will be presented disaggregated by sex and by age group, by social groups, by food security groups and by refugee camp. The evaluation findings and conclusions will highlight differences in performance and results of food assistance for different socio-economic strata, and/or other appropriate differentiating characteristics (such as length of period in the camps) within the group of refugees.

50. **Using Standards.** The evaluation will use established standards to assess WFP's and UNHCR's performance, most notably the Humanitarian Charter and Minimum Standards in Disaster Response (Sphere) guidelines and FAO/WHO standards on adequate nutrition. In some areas, additional standards may have been set by UNHCR (e.g. non-food items, health, education, skills training, protection, durable solutions, etc.) or by a group of stakeholders, with WFP being one of them. During the inception phase, the evaluation team will identify which standards are applicable to the subject under evaluation and will build these standards into the evaluation methodology/matrix.

51. **Evaluation Matrix.** In the inception phase, the evaluation team will develop an evaluation matrix that articulates the key questions and sub-questions with relevant indicators, targets or standards (in the case of normative indicators), data sources, data collection instruments, and data analysis tools. *The evaluation matrix will be a key component of the inception report.*

5.3. Quality Assurance

52. The evaluation will use the WFP Evaluation Quality Assurance System (EQAS), which is based on international good evaluation practice. It sets out templates for evaluation products as well as checklists for feedback on quality for each of the evaluation products. This quality assurance does not interfere with the views and independence of the evaluation team, but ensures that the evaluation is systematically based on clear and convincing evidence and presented clearly and logically.

53. The evaluation team will be required to ensure the quality of data (validity, consistency and accuracy) throughout the analytical and reporting phases.

6. Organization of the Evaluation

6.1 Phases and Deliverables

54. The following is a description of the various phases and Table 3 below sets out key dates related to each phase and deliverable:

- (i) The **preparation phase** is to prepare the Terms of Reference and recruit the evaluation team and is the responsibility of the Evaluation Managers.
- (ii) The inception phase is for the evaluation team to arrive at a common understanding of the terms of reference, review documentation, finalise the methodologies to be used during the evaluation and details of field work, develop an evaluation matrix, draft survey sampling, methodology and tools (both quantitative and qualitative), assign division of responsibilities in the team and determine the logistics arrangements for field work and the timetable for delivery of the evaluation report. This will be captured in a brief inception report. The inception phase will include travel to Rwanda and an initial briefing with stakeholders in Rwanda.
- (iii) **Evaluation phase** is to compile the evidence from documents and field work. This phase will take place in two parts. First, there will be an extensive literature and database review in preparation for field work. Second, there will be field work at sub-national levels in and around the selected camps and with stakeholders in capitals. Fieldwork may be divided into two sub-phases: the quantitative field work, and the qualitative work. At the end of this phase the Team Leader will debrief key stakeholders at the Country Office, Regional Offices & Headquarters on progress.
- (iv) **Reporting phase** is to present the findings of the evaluation in a concise and well-substantiated evaluation report. The draft report will be shared with key stakeholders for comments and revised in as much as comments are justified. Debriefing will take place at country and Headquarters levels and key findings and evidence will be presented at a workshop, organised jointly by UNHCR & WFP.
- (v) **Presentation of Report and follow-up**, with the purpose of reacting to and implementing recommendations that the evaluation will make.

Table 3 Phases and Deliverables for the Evaluation

Impact Evaluation – Phases, Deliverables and Timeline		Key Dates ³⁸
Phase 1 - Preparation		
Final TOR		16 July 2011
Identification and recruitment of eval team		30 July 2011
Phase 2 - Inception		
Inception mission to Country (Evaluation manager and whole team)		5-9 Sept 2011
Review documents and draft inception report including methodology.		
Submit draft inception report to OE		1 Oct 2011
OE quality assurance and feedback		
Revise inception report		
Submit revised inception report to OE		10 Oct 2011
OE shares inception report with stakeholders for information		
Phase 3 - Evaluation Mission		
Briefing		
Field work		Mid Oct- mid Nov
Debriefing		
Aide memoire/In-country Debriefing		Mid-Nov
Phase 4 - Reporting		
Draft evaluation report		
Submit Draft evaluation report to OE		Dec date TBD
OE quality feedback		
Revise evaluation report		
Submit revised evaluation report to OE		15 Jan
OE share evaluation report with stakeholders (working level)		
OE consolidate comments		
Evaluation Manager-Team Leader: Stakeholder meeting in Rwanda		Late January
Revise evaluation report		
Submit revised evaluation report to OE		15 Feb.
OE circulates/received comments from WFP's Executive Staff		End Feb
Submission to Executive Board Secretariat (last day)		4 May 2012
Phase 5 Executive Board and follow-up		
Presentation of evaluation to the EB/Management Response		4-8 Jun 2012

³⁸ In this scenario only funding for EM –Team Leader to travel to Rwanda in 2012 and costs related to the stakeholder workshop would be needed from 2012 budget.

6.2. Evaluation Team

55. The **team leader** for the evaluation requires strong technical skills in mixed method impact evaluation and leadership skills and technical expertise in one of the technical areas listed below. His/her primary responsibilities will be (a) setting out the methodology and approach in the inception report; (b) guiding and managing the team during the inception and evaluation phase and overseeing the preparation of working papers; (c) consolidating team members' inputs to the evaluation products; (d) representing the evaluation team in meetings with stakeholders; (e) delivering the inception report, draft and final evaluation reports (including the Executive Board summary report) in line with agreed OE standards (EQAS) and agreed timelines.

56. The **evaluation team members** will bring together a complementary combination of technical expertise in the fields of a) refugees, conflict and migration, b) food security & livelihoods, c) nutrition, d) protection against violence and e) evaluation, including statistical analysis, sampling and qualitative methods. The team leader will be internationally recruited and must have experience with refugee issues, ideally within Rwanda. The remaining team members may be a mix of international and national expertise. The blend of technical areas across the team will depend on that of the team leader first. At least one team member should have relevant knowledge of WFP's and UNHCR's work with refugees.

57. The evaluation team members will contribute to the design of the evaluation methodology in their area of expertise; undertake documentary review prior to fieldwork; conduct field work to generate additional evidence from a cross-section of stakeholders, including carrying out site visits, as necessary to collect information; participate in team meetings, including with stakeholders; prepare inputs in their technical area for the evaluation products; and contribute to the preparation of the evaluation report. Individual task descriptions will be provided separately. All members of the evaluation team will abide by the Code of Conduct for evaluators, ensuring they maintain impartiality and professionalism.

58. The evaluation team leader (through his/her firm) will be responsible for all contractual and management aspects³⁹ for all surveys (quantitative and qualitative) conducted, whether using individuals or a local contractor/institution.

6.3. Roles and Responsibilities

59. This evaluation is managed by Office of Evaluation in WFP jointly with the Office of Evaluation in UNHCR. The evaluation will be jointly managed by an evaluation manager from each organization: Marian Read, WFP, and Angela Li Rossi, UNHCR. They are responsible for drafting the TOR; selecting and contracting the evaluation team; preparing and managing the budget; organizing the team briefing in HQ; assisting in the preparation of the field missions; conducting the first level quality assurance of the evaluation products and consolidating comments from stakeholders on the various evaluation products. They will also be the main interlocutor between the evaluation team, represented by the team leader, and WFP counterparts to ensure a smooth implementation process. WFP will lead management of the process, but all communications will be sent out jointly and all milestone decisions concerning the responsibilities set out below will be taken jointly with the UNHCR Evaluation Manager on the basis of inputs from both agencies.

³⁹ This includes recruiting, training, deploying personnel, and all related data entry and cleaning and analysis/reporting from the surveys.

60. WFP stakeholders at CO, RB and HQ levels are expected to provide information necessary to the evaluation; be available to the evaluation team to discuss the programme, its performance and results; facilitate the evaluation team's contacts with stakeholders in Rwanda; set up meetings and field visits, organise for interpretation if required and provide logistic support during the fieldwork. A detailed consultation schedule will be presented by the evaluation team in the Inception Report.

61. The evaluation Team Leader (TL) will report in first instance to the WFP Evaluation Manager with reference to the UNHCR Evaluation Manager on all key decisions. The TL will be responsible for conducting the evaluation according to accepted evaluation standards and good practices. Specifically, the TL will be responsible for the following:

- a) manage the evaluation team members with allocation for specific tasks and fieldwork responsibilities according to their areas of expertise
- b) during the inception mission, conduct informational interviews to determine available datasets, key contacts, fieldwork logistics, etc.
- c) develop an evaluation matrix that links the evaluation questions/sub-questions to specific data sources with appropriate methods and data triangulation
- d) organize the fieldwork, including contingency planning, such that relevant data can be collected to the best extent possible (logistics will be organized in collaboration with WFP)
- e) ensure both quantitative and qualitative data collection, storage, and analysis is done according to good practice for social science research (industry accepted software packages may be used or similar spreadsheet tools adapted)
- f) ensure all reportage is done according to good evaluation practice, including linking findings and recommendations to specific evidence and integration of qualitative and quantitative data analysis into the evaluation report
- g) provide all relevant datasets to the Office of Evaluation upon completion of the evaluation (where relevant, confidential information should be marked as such and or redacted)
- h) ensure independence of the evaluation and impartiality of the findings and recommendations

6.4. Communication

62. The evaluation managers will ensure consultation with stakeholders on each of the key outputs as shown in Table 3 Phases and Deliverables (above). In all cases the stakeholders' role is advisory.

63. Briefings and de-briefings and a stakeholder workshop will include participants from country, regional and headquarters level. Participants unable to attend a face-to-face meeting will be invited to participate by telephone. Four debriefing sessions following the fieldwork are planned, and one possible stakeholder workshop as follows:

- a) Informal debriefing with Country Office senior management of UNHCR and WFP in Rwanda

- b) Debriefing of UNHCR and WFP Country Office staff in Rwanda (aide-memoire or presentation)
- c) Debriefing of Rwanda-based humanitarian and development stakeholders, including Government, UN, NGO and refugee representatives (aide-memoire or presentation)
- d) Debriefing of WFP and UNHCR headquarter-based stakeholders, with participation of Country Office management (aide-memoire or presentation)
- e) National stakeholder workshop following completion of the report, or possibly, at the stage between draft and final evaluation report to permit discussion of the proposed recommendations. During the inception phase, a decision will be taken on the usefulness and possibilities for holding a national workshop to discuss the evaluation report recommendations.

64. **Language:** Key outputs will be produced in English. During the inception phase, a decision will be taken the extent to which the main findings, conclusions and recommendations should be translated into languages used in the camps concerned and how they will be communicated. Field work with refugees and host communities will be conducted in the main languages used in the camps concerned and surrounding areas.

65. The Summary Evaluation Report will be presented to WFP's Governing Body. During the inception phase, WFP and UNHCR will agree a plan for report dissemination in line with the evaluation objectives (see Section 2.B).

6.5. Budget

66. The evaluation will be jointly funded by WFP and UNHCR. The overall budget for the evaluation will be US\$ 250,000 including all costs. Costs related to the independent evaluation firm are estimated, including contingency, at \$210,000. Other costs related to those incurred for Evaluation staff travel and direct costs incurred by the WFP country office in support of the evaluation exercise and costs related to the possible national stakeholders' workshop. The evaluation will be funded from the WFP Office of Evaluation's Programme Support Budget with a contribution from UNHCR.

Annex 6: Sample Size Calculation

The evaluation team has developed a quantitative sampling strategy to randomly select refugee households to survey, allowing for comparison between three comparison groups. The systematic random sample size will be large enough to compare household refugee outcomes from the two camps; sample size calculation is outlined below. The evaluation team has increased the sample to allow comparison between refugee groups based on wealth ranking index. The variables that determine the wealth or socio-economic index will be clarified by undertaking principal component analysis following data collection. The food-assisted programme may have had very different effects and resulted in different outcomes on different groups of refugees in the camps.

The key indicator used to calculate sample size is dietary diversity score, which offers a proxy for food security. The sample size calculation was made using the following formula for comparing the differences in means across two samples:

$n = D [(Z_{\alpha} + Z_{\beta})^2 * (sd_1^2 + sd_2^2) / (X_2 - X_1)^2]$	
KEY:	
n	Required minimum sample size per survey round or comparison group
D	Design effect
X₁	Estimated mean of an indicator in the first survey round or comparison group
X₂	Expected mean of the indicator in a later survey round, or in a different comparison group. (X ₂ – X ₁) is the magnitude of change or differences across comparison groups it is desired to be able to predict.
sd₁, sd₂	Expected standard deviations of the indicators in the respective survey rounds, or comparison groups.
Z_α	Z-score corresponding to the degree of confidence with which it is desired to be able to conclude that an observed change of size (X ₂ – X ₁) would not have occurred by chance (α - the level of statistical significance), and
Z_β	z-score corresponding to the degree of confidence with which it is desired to be certain of detecting a change of size (X ₂ – X ₁) if one actually occurred (β - statistical power).

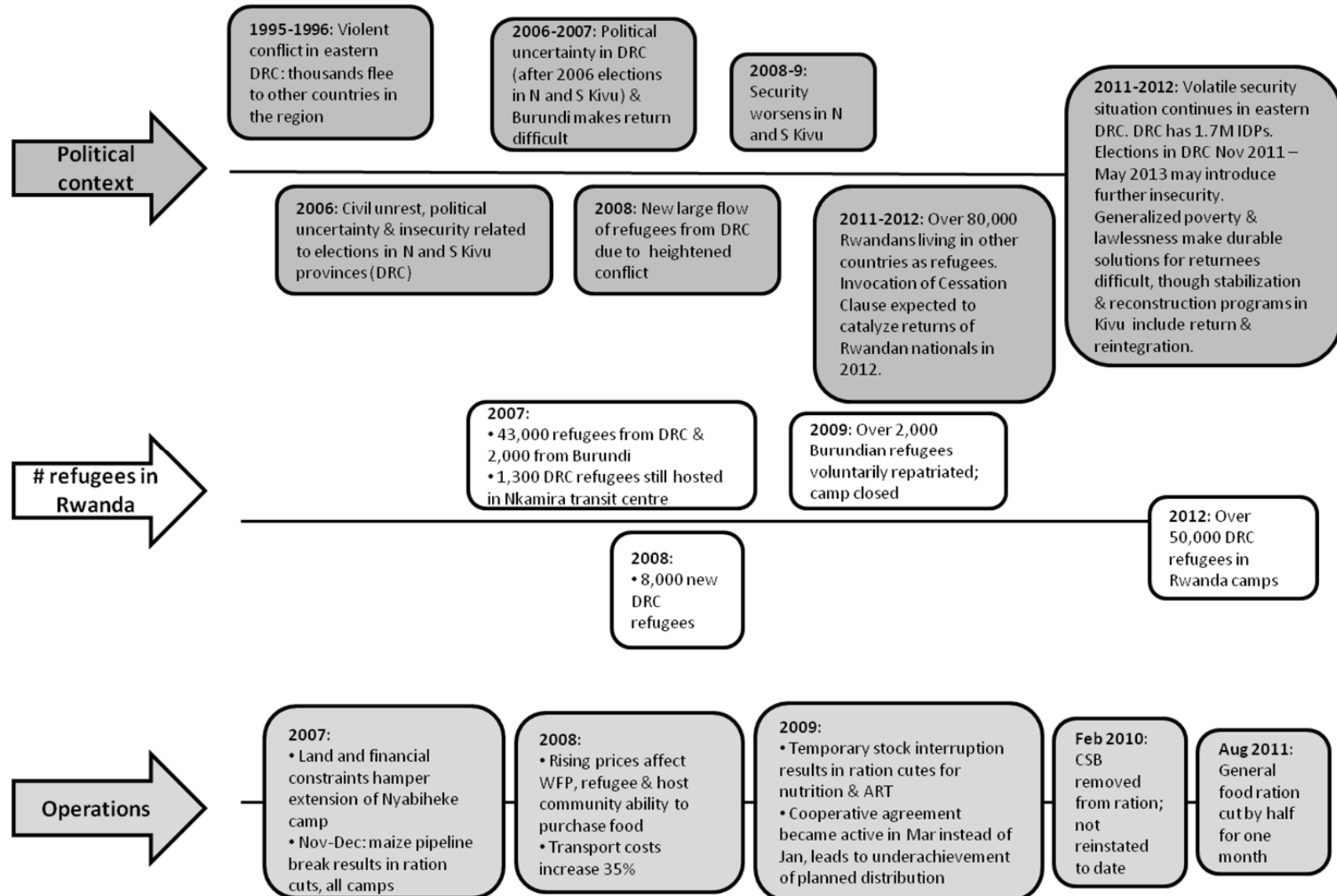
The formula was computed to be able to detect a five percent change in the mean value household dietary diversity score (HDDS). Based on information from other surveys conducted in Ethiopia, Bangladesh, Kenya, Uganda, and Liberia, the coefficient of variation of HDDS is 0.3. We assume a five percent difference in the mean, and standard deviation, between Group One and Group Two. Following Mangani (1997), the design effect is assumed to have a value of one, since a simple random sample will be selected, and the Z-scores are chosen for a significance level of 0.95 and a power of 0.80, to give the following values for the parameters of the equation:

D = 1.0	X ₁ = 1.0
X ₂ = 1.05	sd ₁ = 0.3
sd ₂ = 0.315	Z _α = 1.645
Z _β = 0.840	

Applying these values to the formula gives a value for n of 467.4, so the desired minimum sample size for comparison group is 470. Adding in a non-response factor of 10 percent gives a minimum sample size of 514.1, rounded to 515. In order to sample for potentially different wealth groups (socio-economic classes) within the camps, however, it became necessary to factor in an additional sixteen percent, increasing the sample for each camp to 600 households. The total sample size will be 1,200 (600 in each camp).

The evaluation team will use principal component analysis to extract potential components from the three, four, or five variables or indicators that explain the most variation. The analysis should result in one principal component that explains much of the variation within the variables used in the analysis. The component will then be plotted into cluster analysis to identify and cluster households characterized by similar patterns, drawing on the similarities or distances between households to form clusters of households.

Annex 7: Major Events Affecting Rwandan Refugee Camps and Host Communities



Annex 8: PCA and Cluster Analysis

As defined by WFP “PCA is essentially a process of data reduction. A series of variables measuring a particular category of behaviour...are optimized into principal components capturing the essence of the relationships among initial variables of this behaviour”.⁴⁰ In the case of this study, to capture the multidimensional aspects of vulnerability to food insecurity, TANGO carefully reviewed the dataset to identify potential indicators that exemplify different dimensions of vulnerability to food insecurity and are candidates for principal component analysis (PCA) to create vulnerability profiles. TANGO has applied a two-step process to create vulnerability profiles, beginning with the selection of five indicators, which together could explain vulnerability and food insecurity.

The five indicators include:

- a) Household Food Consumption Score
- b) Weighted asset index
- c) Number of income earners in the household
- d) Number of income sources
- e) Number of months in the past 12 months households had access to income

The Household Food Consumption Score was selected as it is a proxy measure for household food consumption. The asset index is a proxy measure for household income while the number of income sources is a measure of diversified livelihoods, often considered a risk reduction strategy. Finally the number of income earners and number of months in the past 12 months household had access to income measure income stability. These variables each capture single dimensions of vulnerability, thus a composite indicator would provide a strong index of overall vulnerability to food insecurity

Using Principal Component Analysis, we extracted components from the five variables or indicators to explain the most variation. The principal components are normalized linear functions of the indicator variables and they are mutually orthogonal. The first principal component accounts for the largest proportion of total variation of all indicator variables. The second principal component accounts for the second largest proportion and so on.

In this case we have replaced the five indicator variables by only the first two components, which account for 76 percent of the total variation in all indicator variables.

The weighted average of the two principal components is used as an estimator of the vulnerability to food insecurity, where the weights are variances of successive principal components. The largest weight is assigned to the first principal component, as it accounts for 52 percent of variation in the five causal variables. Similarly, the second principal component that explains 20 percent of the variance has the second largest weight.

To normalize the index value, we have used the following procedure,⁴¹

⁴⁰ WFP (2005) Thematic guidelines: Household food security profiles. Rome:WFP

⁴¹ Rahman,T., Mittelhammer, R., and Wandschneider, Philip. (2005). Measuring the Quality of Life across Countries. Research Paper No. 2005/06. United Nations University

$$\text{Normalized Vulnerability Index} = \frac{\text{Vulnerability Index} - \text{Minimum (Vulnerability Index)}}{\text{Maximum (Vulnerability Index)} - \text{Minimum (Vulnerability Index)}}$$

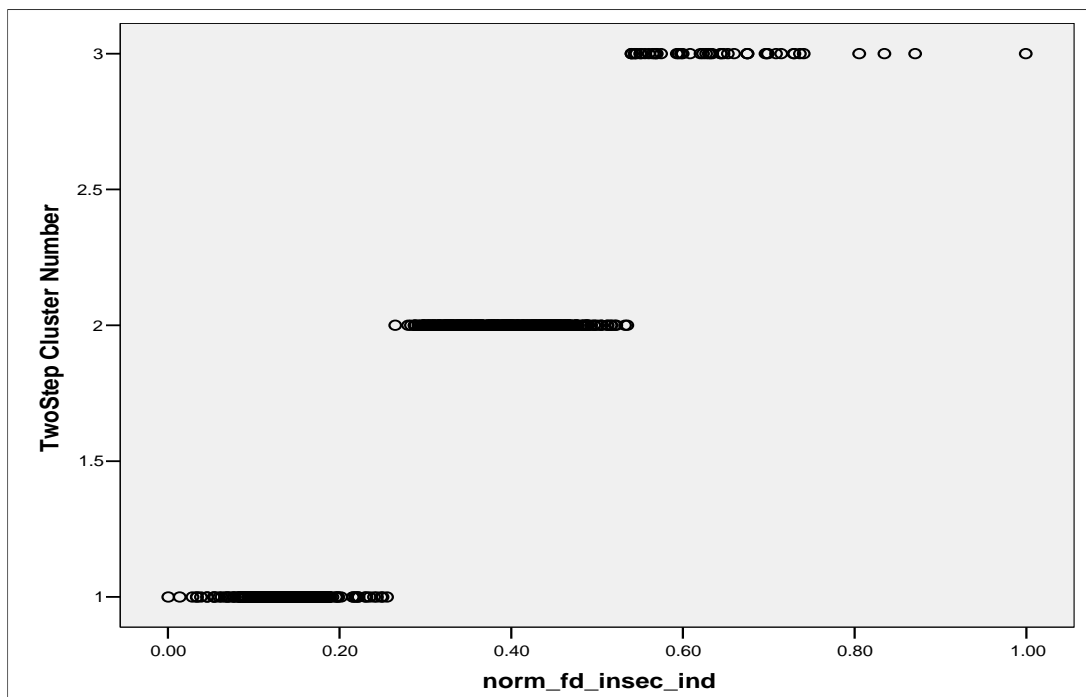
The component was then plotted into Cluster Analysis to identify and cluster households characterized by similar patterns, drawing on the similarities or differences between households to form clusters of households. The SPSS Two Step Clustering Component was used for the cluster analysis. Initially the number of clusters was identified automatically by SPSS based on the “natural” clustering observed within the data. This resulted in two clusters, one of which contained considerably more variation than the other. As such it was determined that the data should be subdivided further into three clusters to create more homogenous and distinct groups.

Table 4: Means and standard deviations of the three clusters

		Normalized Vulnerability Index	
		Mean	Std. Deviation
Cluster	1	.1337	.02994
	2	.3920	.05766
	3	.6449	.09645
	Combined	.2535	.15440

Table 4 presents the mean and standard deviation of the three groups. The small standard deviations suggest that the variation within the clusters is minimal.

The figure below presents the standard deviation of the normalized vulnerability index created by PCA for each of the three groups. The compactness of the clusters due to the small standard deviations indicates that the variation within the clusters is minimal, suggesting relative intra-cluster homogeneity.



Annex 9: List of Key Informants and Focus Group Discussions

Key Informant Interviews (KI)			
People met	Date	Location	Organization
Jan Delbaere, Deputy Country Representative	26 October 2011	Kigali	WFP
Ibrahima Diop, Head of Programmes	26 October 2011	Kigali	WFP
Viateur Ngiruwonsanga, Field Officer	26 October 2011	Kigali	WFP
Ryan Anderson, Programme Officer	26 October 2011	Kigali	WFP
Diane MUKAMWEZI, Programme Assistant	26 October 2011	Kigali	WFP
Didace Kayiranga, National Programme Officer	26 October, 9 – 10 Nov 2011	Kigali	WFP
Laura Di Franchis, Programme Officer	27 October 2011	Kigali	WFP
Jason Ray Hutchison, Political Officer	27 October 2011	Kigali	US Embassy
Shigeru Kondo, Counsellor	27 October 2011	Kigali	Japan Embassy
Francois ABIYINGOMA, Senior Programme Officer	27 October 2011	Kigali	UNHCR
Lucas Machibya, Nutritionist	27 October 2011	Kigali	UNHCR
Christine PLANAS, Deputy Rep	27 October 2011	Kigali	UNHCR
Dr El Sherbiny Abdel Salam, Health and Nutrition Officer	27 October 2011	Kigali	UNHCR
Tigist Girma	27 October 2011	Kigali	UNHCR
Giorgio Trombatore, Country Director	27 October, 2011	Kigali	ARC
Dr Henon Kenn, CD	27 October 2011	Kigali	ADRA
Martin RUTAZIGWA, Deputy Programs Director	27 October 2011	Kigali	ADRA
Nandudu Ester, Education Program Manager	27 October 2011	Kigali	ADRA

Aurea KAGWESAGE, Education Urban Coordinator	27 October 2011	Kigali	ADRA
David MUSONERA, Education camp facilitator	27 October- 2 November 2011	Nyabiheke and Gihembe	ADRA
Maclean NATUGASHA, HOFO	28 October 2011	Gihembe Refugee Camp	ARC
Christina Apio Peace	28 October 2011	Gihembe Refugee camp	ARC/GBV
Yvette UMUGWANEZA	28 October 2011	Gihembe Refugee camp	ARC
Adele MUNYEMANA	28 October 2011	Gihembe Refugee Camp	JRS
Marc SHAKAGABO, MIDIMAR Representative, camp administrator	28 October 2011	Gihembe Refugee Camp	MIDIMAR
Arsene MUHIMBO	28 October 2011	Gihembe Refugee Camp	AHA
Immaculee MUREBWAYIRE	28 October 2011	Gihembe Refugee Camp	AHA
Marie Rose NYIRANDIMUBANZI, Focal Point	28 October 2011	Gihembe Refugee Camp	AVSI
Jacqueline KANTARAMA	28 October 2011	Gihembe Refugee Camp	AHA
Theoneste MUGARAGU, Protection Associate	31 October 2011	Gihembe/Nyabiheke Refugee Camp	UNHCR
Jean Martin NTARINDWA	31 October 2011	Gihembe Refugee camp	ARC
Apio Christine Peace	31 October 2011	Gihembe Refugee camp	ARC
Munyebanga Adèle, Social affairs coordinator	31 October 2011	Gihembe Refugee camp	JRS
NTIHABOSE Alphonse	1 November 2011	Nyabiheke Refugee Camp	Gatsibo Sector
HABIMANA Amani	1 November 2011	Nyabiheke Refugee Camp	Gatsibo District
Ildephonse HAGUMA, MIDIMAR Representative, Camp administrator	2 November 2011	Nyabiheke Refugee Camp	MIDIMAR
YAYA SIDI SACKOR, HOFO	2 November 2011	Nyabiheke Refugee Camp	ARC
Bellancilla IRIBAGIZA	2 November 2011	Nyabiheke Refugee Camp	AVSI
Ancila munyankaka	2 November 2011	Nyabiheke Refugee Camp	AVSI
Emmanuel NSANZABAGANWA	2 November 2011	Nyabiheke Refugee Camp	AVSI
Rusagara Alexis, Acting Warehouse Manager	2 November 2011	Nyabiheke Refugee Camp	AHA
ARC Head of Office	3 November 2011	Kiziba Refugee Camp	ARC
Berthe NIYONSABA, Nurse/ administrative assistant	3 – 4 November 2011	Kiziba Refugee Camp	AHA
Marie Rose NAHIMANA, Focal Point	3 November 2011	Kiziba Refugee Camp	AVSI

Manual Dos Santos, UNHCR Head of Field Office	4 November 2011	Kiziba Refugee Camp	UNHCR
Mukarukaka Shamsi Julienne, Storekeeper	4 November 2011	Kiziba Refugee Camp	AHA
Nawubarauye Prisca, Food Distribution Officer	4 November 2011	Kiziba Refugee Camp	AHA
Bike Abebe, AHA Country Director	4 November 2011	Kiziba Refugee Camp	AHA
Dr Mulugeta Tenna, Head of Field Office	4 November 2011	Kiziba Refugee Camp	AHA
Dr Jean Sauveur	4 November 2011	Kiziba Refugee Camp	AHA
JRS Country Director	4 November 2011	Kiziba Refugee Camp	JRS
Abdoulaye Balde, Country Representative	9 November 2011	Kigali	WFP
Focus Group Discussions (FGD)			
FGD	Date	Location	Organization
14 Women in Female Focus Group Discussion	28 October 2011	Gihembe	Refugee Camp
12 Women in HIV/AIDS Female Group Discussion	28 October 2011	Gihembe	Refugee Camp
7 Youth Male FGD	28 October 2011	Gihembe	Refugee Camp
12 Male HIV and AIDS Male group	28 October 2011	Gihembe	Refugee Camp
Refugee Executive Committee FGD: 6 people	28 October 2011	Gihembe	Refugee Camp
VSLA Gihembe: 14 people	28 October 2011	Gihembe	Refugee Camp
4 young girls in Youth Female Focus Group Discussion	31 October 2011	Gihembe	Refugee Camp
15 women in Host Community Focus Group Discussion	31 October 2011	Byumba	Outside of Refugee Camp
8 Health and Nutrition Staff Interviews	31 October 2011	Gihembe	Refugee Camp
Male FGD – 7 men	31 October 2011	Gihembe	Refugee Camp
11 Health Animators(CHWs) FGD	31 October 2011	Gihembe	Refugee Camp
5 women 1 man Food Distribution Committee	31 October 2011	Gihembe	Refugee Camp
Men Host Community : 14 people	31 October 2011	Byumba	Outside of Refugee Camp
Food Distribution Committee: 6 people	31 October 2011	Gihembe	Refugee Camp
11 HIV caregivers Representatives in HIV/AIDS	1 November 2011	Nyabiheke	Refugee Camp

Focus Group Discussion(women and men)			
23 Youth Girls (16-24 Years)	1 November 2011	Nyabiheke	Refugee Camp
9 Health Animators	1 November 2011	Nyabiheke	Refugee Camp
7 Health and Nutrition Staff	1 November 2011	Nyabiheke	Refugee Camp
15 women in Refugee Female Group	1 November 2011	Nyabiheke	Refugee Camp
Food Distribution Group : 5 people	1 November 2011	Nyabiheke	Refugee Camp
Male Youth Group: 8 people	1 November 2011	Nyabiheke	Refugee Camp
VSLA Group: 16 people	1 November 2011	Nyabiheke	Refugee Camp
Refugee Men Group: 9 people	2 November 2011	Nyabiheke	Refugee Camp
9 refugee committee (7 male/2 women)	2 November 2011	Nyabiheke	Refugee Camp
12 Men Host community	2 November 2011	Nyabiheke	Refugee Camp
12 Women host community	2 November 2011	Nyabiheke	Refugee Camp
16 Women in Female Group Discussion	3 November 2011	Kiziba	Refugee Camp
7 People with Women committee	3 November 2011	Kiziba	Refugee Camp
7 Person in a FGD with Health, GBV, HIV/AIDS and Nutrition Staff	3 November 2011	Kiziba	Refugee Camp
13 People in FGD with HIV and AIDS Group	3 November 2011	Kiziba	Refugee Camp
Men Group: 10 people	3 November 2011	Kiziba	Refugee Camp
Food Distribution Committee: 7 people (5 m, 2 w)	3 November 2011	Kiziba	Refugee Camp
Youth Group: 10 people	3 November 2011	Kiziba	Refugee Camp
Conflict Resolution Group: 6 people	3 November 2011	Kiziba	Refugee Camp
Men Host Community: 19 people	3 November 2011	Kiziba	Host Community
11 Health Animators in Health Animators Group Discussion – 7 men, 4 women	4 November 2011	Kiziba	Refugee Camp
11 Elder people FGD with (Mixed 7 Men and 4 Female)	4 November 2011	Kiziba	Refugee Camp
15 women and girls in GBV FGD	4 November 2011	Kiziba	Refugee Camp
Debriefing Meeting (Morning)			
Ibtahim Diop, Head of Program	10 November 2011	Kigali Debriefing Meeting	WFP

Ryan Anderson, Program Officer	10 November 2011	Kigali Debriefing Meeting	WFP
Didace Kayiranga, National Programme Officer	10 November 2011	Kigali Debriefing Meeting	WFP
Jan Delbaere, DCD	10 November 2011	Kigali Debriefing Meeting	WFP
Ryan Anderson, Program Officer	10 November 2011	Kigali Debriefing Meeting	WFP
Abiyingoma Francois, Assistant Programme officer	10 November 2011	Kigali Debriefing Meeting	UNHCR
Lucas Machibya, Nutritionist	10 November 2011	Kigali Debriefing Meeting	UNHCR
Debriefing Meeting (Afternoon)			
Baraka Marie Grace, Programme	10 November 2011	Kigali Debriefing Meeting	WFP
Diarra Dime Labille, Conseiller Politique	10 November 2011	Kigali Debriefing Meeting	Ambassade de France
Viateur Ngiruwonsanga, Kigali Suboffice	10 November 2011	Kigali Debriefing Meeting	WFP
Shigetu Kondo, Counsellor	10 November 2011	Kigali Debriefing Meeting	Embassy of Japan
Nandudu Esther, Education Program Manager	10 November 2011	Kigali Debriefing Meeting	ADRA
Positive Deviants (Business Owners in the Camps)			
Positive Deviant Shopkeeper: 2 people	28 October 2011	Gihembe	Refugee Camp
Positive Deviant shopkeeper Kiziba: 1 person	4 November 2011	Kiziba	Refugee Camp
Positive Deviant bar owner Kiziba: 2 people (M and F)	4 November 2011	Kiziba	Refugee Camp

Annex 10: Quantitative Survey Instrument

Impact Evaluation

The Contribution of Food Assistance to Durable Solutions in Protracted Refugee Situations: its impact and role

RWANDA

Questionnaire for Randomly Selected Refugee Households



World Food Programme

SAMPLE IDENTIFICATION	
Name of Camp	Kiziba.....1 Gihembe.....2 <input type="checkbox"/>
Interviewer Code	<input type="checkbox"/> <input type="checkbox"/>
Interview number (1-5)	<input type="checkbox"/>
Interview date	<input type="checkbox"/> <input type="checkbox"/> / <input type="checkbox"/> <input type="checkbox"/>

My name is _____ and I am currently working for the UN. You have been selected at random from a list of community families in this camp for this interview. The purpose of this interview is to obtain information about how you and other families manage the challenges of living in the camp. We would like to talk about the most important issues in the camp. The survey is voluntary and you can choose not to take part. The information that you give will be confidential. Specific names will not be used to describe any information collected. Could you please spare around 1 hour for the interview?

NB to enumerator: DO NOT suggest in any way that the household will receive benefits based on the outcome of the interview, as this will prejudice the answers. Please try your best to interview the head of household and spouse household together.

At this time, do you want to ask me anything about the survey?

May I begin with the interview now? 1 (Yes, Respondent agrees to be interviewed)

.....2 (No, Respondent does not agree to be interviewed)

Signature of interviewer: _____

Date: _____

A. Household characteristics		
A1	Sex of household head (HHH)	1 = Male 2 = Female
A2	Total number of people in the household	__ __ people [01-99]
A3	What year did the head of household arrive at the camp?	Year _____

<i>I.D. Code</i>	<i>First name (START WITH HOUSEHOLD HEAD)</i>	<i>What is (NAME) relationship to HHH? (Code from List 1)</i>	<i>Is (NAME) male or female? 1 = Male 2 = Female</i>	<i>AGE (In Years, If < 1, write 0)</i>	<i>What is the current school attendance of (Name)? 5-18 years old only (code from List 2) If code 1, skip to B8</i>	<i>If not enrolled or not regularly attending, why? (up to 2 responses possible) (code from List 3)</i>	<i>Highest class completed 5 years old and above (code from List 4)</i>	<i>Is there another household member? 1 = yes 2 = no</i>
B1	B2	B3	B4	B5	B6	B7	B8	B9
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

CODE 1	CODE 2	CODE 3	CODE 4
<p>Relationship to HH head</p> <p>1 = Head of Household</p> <p>2 = Spouse of head of Household</p> <p>3 = Child</p> <p>4 = Father/mother</p> <p>5 = Grandparent</p> <p>6 = Brother/sister</p> <p>7= Aunt/uncle</p> <p>8 = grandchild, niece, nephew</p> <p>9 = Other relative</p> <p>10 = adopted/foster or step child</p> <p>11 = no familial relation</p>	<p>School attendance</p> <p>1 = Regularly attending (at least 75% of the days)</p> <p>2 = Absent>1 week in past month</p> <p>3=Never enrolled</p>	<p>Reasons for non-attendance</p> <p>1= Not attending because parents cannot afford</p> <p>2=Not attending because they have to work</p> <p>3=Not attending because the school is too far away</p> <p>4=Not attending because they have to work at home/take care of the family</p> <p>5=Not attending because too weak/sick</p> <p>6= Not attending because no school is available in camp</p> <p>7=Not attending for other reasons</p>	<p>Highest Class Completed</p> <p>1 = Illiterate</p> <p>2 = Still in school</p> <p>3 = Primary incomplete</p> <p>4 = Primary complete</p> <p>5 = Jr. Secondary school</p> <p>6 = Secondary School</p> <p>7 = Vocational school or college</p> <p>8 = Completed University</p> <p>9 = Non-formal education</p>

D. Shelter			
D1	How many rooms does the house you are currently living in have? (sleeping and living rooms)	_ _ _ rooms	
D2	From where are you getting necessary building materials to repair or reconstruct your house? (circle all that apply)	1 = From UNHCR/WFP 2 = From NGOs 3 = From friends and relatives for free 4 = From collecting materials around the camp 5 = Buying on the market 6 = Buying from other families	
D3	What type of stove does your household use for cooking? (circle all that apply)	1 = Fuel efficient stove 2 = Open pit fire 3 = Gas cooker	4 = Electric cooker 5 = Stone fire '3 rocks' 6 = Other
D4	What is the main type of fuel you use to cook? (circle all that apply)	1 = Wood or Charcoal fuel (given by UNHCR) 2 = Wood or charcoal fuel (purchased) 3 = Wood fuel (gathered) 4 = Kerosene	5 = Charcoal (made by HH) 6 = Bottled gas 6 = Electricity 7 = Solar cooker 8 = Other
D5	From where do you access firewood? (circle all that apply)	1 = UNHCR distribution 2 = Gather from outside camp 3 = Purchase in camp	4 = Purchase outside camp 5 = Other (identify)_____
E. Water, Sanitation and Hygiene			
E1.	What type of latrine do your household members use?	1=Pour flush to septic tank 2=Pit latrine with slab 3=Composting toilet 4=Pit latrine without slab/open pit	5 = Bucket 6 = Bush or field or no facility 7 = Other
E2	How many people use the latrine on a daily basis?	_ _ _ persons	
E3	What is the main source of <u>drinking</u> water for your household?	1 = Piped water into house/ plot 2 = Public stand post or tap 3 = Private stand or tap 4 = Surface water (river, pond)	5 = Tubewell/Borehole 6 = Plastic packaged water 7 = Water tanker 8 = Other
E4	How much water does your household use per day?	_ _ _ Liters	

F. Food Security

NOTE: THESE QUESTIONS SHOULD BE ASKED OF WHOEVER IN THE HOUSEHOLD IS RESPONSIBLE FOR PREPARING FOOD.

Dietary Diversity		Household Food Consumption Score		
F1	I would like to ask you about the types of foods that you or anyone else in your household ate yesterday <u>during the day and at night.</u>		F2: Please tell me the number of <u>days</u> you or anyone in the household have eaten the following foods within the last week (maximum 7 days)	
		1= Yes 2= No		# of Days
F1a	Any cereals, e.g. maize, wheat, posho, sorghum, millet <i>yesterday?</i>		F2a # of days in the last 7 days ?	__
F1b	Any potatoes, sweet potatoes, cassava (manioc) or other root or tuber foods <i>yesterday?</i>		F2b # of days in the last 7 days ?	__
F1c	Any vegetables, e.g., cabbage, lettuce, tomatoes, onions, carrots, peppers, spinach, lettuce?		F2c # of days in the last 7 days ?	__
F1d	Any papaya, mangoes, pineapple, bananas or other fruits <i>yesterday?</i>		F2d # of days in the last 7 days ?	__
F1e	Any meat or chicken <i>yesterday?</i>		F2e # of days in the last 7 days ?	__
F1f	Any eggs <i>yesterday?</i>		F2f # of days in the last 7 days ?	__
F1g	Any fish <i>yesterday?</i>		F2g # of days in the last 7 days ?	__
F1h	Any beans, peas, lentils, ground nuts, sunflower or sesame?		F2h # of days in the last 7 days ?	__
F1i	Any milk or milk products?		F2i # of days in the last 7 days ?	__
F1j	Any oil or butter <i>yesterday?</i>		F2j # of days in the last 7 days ?	__
F1k	Any sugar or honey <i>yesterday?</i>		F2k # of days in the last 7 days ?	__
F1l	Any other foods such as spices, salt, coffee, tea, soft drinks?		F2l # of days in the last 7 days ?	__

F3. How many meals per day did HH members consume in a normal day?		This week?	In September?
F3a	Male adults	__ Meals	__ Meals
F3b	Female adults	__ Meals	__ Meals
F3c	Male children	__ Meals	__ Meals
F3d	Female children	__ Meals	__ Meals

F4	What are your two main sources for the following food groups/items?		CODE: Source of food items
		Main Source 1	Main Source 2
F4a	Cereals (maize, sorghum, millet, rice)		
F4b	Green, leafy vegetables		
F4c	Other vegetables		
F4d	Fruits		
F4e	Meats		
F4f	Oil or butter		
F4g	Eggs		
F4h	Beans, lentils, peas		
F4i	Sugar or honey		
F4j	Tea, coffee, or spices		
F5	<p>What constraints do you face in accessing sufficient food for household consumption?</p> <p>(select all that apply)</p>	<p>1=Quality of food aid is poor (expired/spoiled)</p> <p>2=Quantity of food aid is not enough</p> <p>3=Prices have increased/food too expensive</p> <p>4=No money to buy food</p> <p>5=Food scarce in shops</p> <p>6=poor crop production</p> <p>7=Non-preferred food is distributed</p>	<p>8=Distributions are disorganized/chaotic/ violent</p> <p>9=Not enough land to cultivate</p> <p>10=Discrimination/corruption in food distribution process</p> <p>11=Food aid arrives late</p> <p>12=Distance to the market</p> <p>13=No problems accessing food</p> <p>14=Other</p>

Coping Strategy Index						
F6 In the past 30 days, how frequently did your household use one or more of the following strategies in order to have access to food? <i>Circle only one answer per strategy.</i>						
	How often do you...	Never	Seldom (<1 time/week)	Sometimes (1-2 times per week)	Often (3 or more times/week)	Daily
F6a	Rely on less expensive or less preferred foods	0	1	2	3	4
F6b	Limit portion sizes or reduce quantity or variety of food	0	1	2	3	4
F6c	Reduce number of meals eaten per day	0	1	2	3	4
F6d	Borrow food or rely on help from friends or relatives	0	1	2	3	4
F6e	Purchase food on credit (from trader or using a loan)	0	1	2	3	4
F6f	Gather wild foods	0	1	2	3	4
F6g	Sell ration food in order to purchase other foods	0	1	2	3	4
F6h	Have any household members eat at friends or relatives house	0	1	2	3	4
F6i	Reduce adult consumption so children can eat more	0	1	2	3	4
F6j	Skip entire days without eating	0	1	2	3	4
F6k	Household members seek work	0	1	2	3	4
F6l	Withdraw children from school	0	1	2	3	4
F6m	Beg	0	1	2	3	4
F7	In the last YEAR, did you sell any assets in order to purchase food?				1 = Yes	2 = No
F8	If yes, what kinds of assets did you sell?		1=Materials donated by UNHCR/NGOs 2=Household assets through own income 3=Gifts or donations from friends or relatives 4=Materials donated by other organizations 5=Other			

G. Asset Ownership		
G1. Now I'm going to ask you about some of the items you own in your house. How many (____) do you own?		
Domestic Assets		
G1a	Beds	_ _
G1b	Mosquito nets	_ _
G1c	Stove	_ _
G1d	Cooking pots	_ _
G1e	Watches	_ _
G1f	Radio	_ _
G1g	TV	_ _
G1h	Chairs	_ _
G1i	Mobile Phone	_ _
G1j	Laptop/desk computer	_ _
Transport/Agricultural Assets		
G2a	Car/pickup	_ _
G2b	Motorcycle	_ _
G2c	Bicycle	_ _
G2d	Hoe	_ _
G2e	Sewing machine	_ _

H. Household income					
H1	How many household members brought cash income into the household in the last year?	_ _ People earning income in your HH (If 0, please skip to H15)			
H2- 13	What activities did household members make money from last year?	Rank & months of income by activity and household member			
		Rank (1,2,3,4,5 – 1 most important)	Who participated? (multiple responses) Male adult=1 Female adult=2 Boy children=3 Girl children=4	Where did the work take place? Inside camp = 1 Urban area outside camp = 2 Farming area outside camp = 3	# of months income from this activity
H2	Agricultural day labour				
H3	Non-agricultural day labour				
H4	Housework				
H5	Salaried employment in business (working in shop, workshop)				
H6	Business/service provision (shop/business owner)				
H7	Petty trade				
H8	Sale of agriculture products				
H9	Sale of firewood, grasses or charcoal				
H10	Sale of animals & animal products				
H11	Sale of handicrafts (baskets, textiles)				
H12	Sale of food ration items				
H13	Sale of non-food ration items				

H14	Other (identify)_____				
H15	Did your household receive money or remittances from the following sources over the last year?				
H15a	Remittances from country of origin (DRC)		1 = Yes	2 = No	
H15b	Remittances from within Rwanda		1 = Yes	2 = No	
H15c	Remittance from Other Countries		1 = Yes	2 = No	
H15d	Any other gifts or cash support		1 = Yes	2 = No	

Household Savings			
H16	Does your household have any cash savings (money put aside for some future use)?	1 = Yes 2 = No (If no, skip to H19)	
H17	Methods of saving used: (circle all that apply)	1 = Home 2 = Savings Scheme/ Coops 3 = Bank	4 = NGO 5 = Rwandan contact person 6 = Merry-go-round 7 = Other
H18	Reasons for saving: (circle all that apply)	1 = To purchase food 2 = To buy household goods 3 = To start/help business 4 = To buy land/house 5 = For education/training	6 = For marriage/funeral 7 = To build/repair house 8 = For difficult times 9 = To meet medical expenses 10 = To replace lost assets 11 = To purchase large asset 12 = For migration needs 13 = For resettlement needs 14 = Other
H19	Has anybody in your household borrowed money in the past year?	1 = Yes 2 = No (If no, skip to J1)	
H20	If yes, from whom did you borrow money? (circle all that apply)	1. Money lender 2. NGOs 3. Friends/relatives 4. Bank	5. Cooperative 6. Community based organizations 7. Refugee camp organization or group 8. Other
H21	Reasons for borrowing money: (circle all that apply)	1 = To purchase food 2 = To buy household goods 3 = To start/help business 4 = To buy land/house 5 = For education/training	6 = For marriage/funeral 7 = To build/repair house 8 = For difficult times 9 = To meet medical expenses 10 = To replace lost assets 11 = To purchase large asset 12 = For migration needs 13 = For resettlement needs 14 = Other

J. Basic needs (Non-food items)		
J1	Which non-food items have you received from the refugee programme in the last 2 years?	
J1a	House protective items – building materials	1 = Yes 2 = No
J1b	Food preparation items – cooking pots & utensils	1 = Yes 2 = No
J1c	Soap	1 = Yes 2 = No
J1d	Clothing	1 = Yes 2 = No
J1e	Sanitary pad for women	1 = Yes 2 = No 3 = NA
J1f	Sleeping mat	1 = Yes 2 = No
J1g	Blankets	1 = Yes 2 = No
J1h	Mosquito nets	1 = Yes 2 = No
J1i	Cooking stove	1 = Yes 2 = No
J1j	Cooking fuel	1 = Yes 2 = No
J1k	Water jerry can	1 = Yes 2 = No
J2	Which of the non-food items are not functional or you no longer have? (select all that apply)	1=Soap 2=Clothing 3=Sanitary pad 4=Sleeping mat 5=Blankets 6=Mosquito nets 7=kitchen utensils 8=house building materials 9=Cooking stove 10=Cooking fuel 11=Water jerry can 12=productive tools for farming 13=productive tools for non-farm work 14=other _____
J3	Are there any non-food materials that your household does not have adequate access to?	1 = Yes 2 = No (If no, skip to K1)
J4	If yes, which non-food items? (select all that apply)	1=Soap 2=Clothing 3=Sanitary pad 4=Sleeping mat 5=Blankets 6=Mosquito nets 7=kitchen utensils 8=house building materials 9=Cooking stove 10=Cooking fuel 11=Water jerry can 12=productive tools for farming 13=productive tools for non-farm work 14=other _____

K. Agriculture and Livestock		
Field crop production		
K1	Did anyone in your household cultivate field crops on agricultural land outside of the camp in the previous year? IF NO SKIP TO K5	1 = Yes 2 = No
K2	If yes, how much land were you able to cultivate?	__ __ __ square meters of land
K3	What form of agreement entitles you to produce food crops on land outside of camp?	1 = Pay rent 2 = In exchange of labor 3 = Share-cropping (percentage of profit or produce is shared) 4 = Other 5 = No agreement
K4	What types of crops did you cultivate? (select all that apply)	1 = maize, sorghum, millet or other cereal 2 = cassava or manioc 3 = ground nuts, beans, or chickpeas 4 = Vegetables 5 = Bananas or other fruits 6= Other (please list) _____
Homestead gardening (garden plots in the camp)		
K5	Did anyone in your household grow food on gardening plots inside the camp?	1 = Yes 2 = No (If no, skip to K10)
K6	How many different types of vegetables were cultivated?	__ __ Types
K7	What is the total area (in square meters) you are using for homestead gardening?	__ __ __ Square meters
K8	What is the main purpose of your homestead gardening?	1 = Household consumption 2 = Sale of products 3 = Feed for animals 4 = Other
K9	What percentage of your garden vegetables did you consume or sell?	__ __ % Consumed __ __ % Sold

Livestock Production/Rearing		
K10	During the last 12 months, did you raise any poultry or livestock?	1 = Yes 2 = No (If no, skip to K14)
K11	What types of livestock did you or your HH raise/rear? (circle all that apply)	1 = Cows 4 = Goats/sheep 2 = Rabbits 5 = Donkeys 3 = Chickens/poultry 6 = Pigs 7 = Other
K12	How many do you own of each?	
K12a	Cows	_ _ _
K12b	Rabbits	_ _ _
K12c	Chickens/poultry	_ _ _
K12d	Goats/Sheep	_ _ _
K12e	Donkeys	_ _ _
K12f	Pigs	_ _ _
K12g	Other (identify) _____	_ _ _
K13	What is the main purpose of your poultry/livestock raising/rearing?	1 = Household consumption 2 = Sale of products 3 = Other
Technical support for livelihoods		
K14	In the past year, has your household received any livelihood training or other support?	1 = Yes 2 = No (If no, skip to L1)
K15	What areas of livelihood training did you receive? (Select all that apply)	1 = Agriculture/gardening 2 = Livestock/poultry rearing 3 = Business/Management skills 4 = IGAs 5 = Handicrafts 6 = Computer skills 7 = Technical skills 8 = Other (identify) _____
K16	From whom did you receive training or technical support? (select all that apply)	1 = Other refugees 5 = NGO (identify) _____ 2 = Villagers 6 = Friend/relative/neighbour 3 = WFP 7 = Rwanda government extension 4 = UNHCR 8 = Other (identify) _____

L. Food distribution and preparation		
L1	What kinds of identity cards do you or others in your households have? (select all that apply)	1 = Ration card 2 = UNHCR identity card 3 = Government of Rwanda identity card 4 = Student identity card 5 = NGO staff identity card 6 = Other official document
L2	Whose name appears on the household ration card?	1 = Adult male 2 = Adult female 3 = Child male (under 16 years of age) 4 = Child female (under 16 years of age)
L3	Who in your household is responsible for collecting rations? (Check all that apply; do not prompt)	1 = Male head of household 2 = Other adult male 3 = Female head of household 4 = Other adult female 5 = Female children 6 = Male children 7 = Other member of HH
L4	If you continue to receive only half rations, what will you do?	1 = Find work in the camp to support my family 2 = Find work outside of the camp 3 = Leave the camp and return to my country 4 = Leave the camp and go to another country 5 = Move to an urban center in Rwanda 6 = Other (identify) _____
L5	Has anybody in your household ever received instruction in food preparation?	1 = Yes 2 = No (If no, skip to L7)
L6	From whom did you receive instruction?	1 = Other refugees 2 = Villagers 3 = WFP 4 = UNHCR 5 = NGO (identify) _____ 6 = Friend/relative/neighbour 7 = Rwanda government extension 8 = Other (identify) _____
L7	Has anybody in your household ever received instruction in food hygiene?	1 = Yes 2 = No (If no, skip to L9)

L8	From whom did you receive instruction?	1 = Other refugees 2 = Villagers 3 = WFP 4= UNHCR	5 = NGO (identify) _____ 6 = Friend/relative/neighbour 7= Rwanda government extension 8 = Other (identify) _____
L9	Have you had a pregnant or lactating woman in your household during the last 12 months?	1 = Yes 2 = No (If no, skip to L12)	
L10	If yes, how many months of supplementary feeding did they receive before giving birth?	__ __ Months	
L11	How many months of supplementary feeding did they receive after giving birth?	__ __ Months	
L12	Does any household member receive any other supplementary food in addition to general food rations?	1 = Yes 2 = No (If no, skip to M1)	
L13	If yes, for what purpose is the supplementary ration? (check all that apply)	1 = malnourished child 2 = malnourished adult 3 = HIV/AIDS rations	4 = pregnant/lactating woman 5 = other (please identify) _____

M. Food basket utilization before the rations were cut					
		M1:	M2	M3	M4
M5. Food basket utilization after the rations were cut		How many days did this ration last, in the last month?	How many days did this ration last, in the last month?	Did you sell any part of this ration in the last month? 1=Yes 2=No --- skip to M5	How much did you sell in the last month? (in kg)
		item did your household receive in your most recent ration distribution? (in kg)			
	1. Maize	_ _ _ . _ _ _	_ _ _		_ _ _
	2. Sorghum/ Millet	_ _ _ . _ _ _	_ _ _		_ _ _
	3. Corn-soya blend (CSB)	_ _ _ . _ _ _	_ _ _		_ _ _
	4. Beans	_ _ _ . _ _ _	_ _ _		_ _ _
	5. Vegetable Oil	_ _ _ . _ _ _	_ _ _		_ _ _
	6. Salt	_ _ _ . _ _ _	_ _ _		_ _ _

	M5. How much of each food item did your household receive before the rations were cut? (in kg)	M6. How many days did this ration last each month at that time?	M7. Did you sell any part of the ration during the month at that time? 1=Yes 2=No --- skip to M10	M8. How much did you sell during the month at that time? (in kg)
1. Maize	_ _ . _ _	_ _		_ _
2. Sorghum/ Millet	_ _ . _ _	_ _		_ _
3. Corn-soya blend (CSB)	_ _ . _ _	_ _		_ _
4. Beans	_ _ . _ _	_ _		_ _
5. Vegetable Oil	_ _ . _ _	_ _		_ _
6. Salt	_ _ . _ _	_ _		_ _

M9	How do you mill your cereal grain?	1 = Manually at home 2 = Refugee mill provided by UNHCR or WFP 3 = Private mill in refugee camp 4 = Private mill outside of refugee camp 5 = Other (identify) _____
M10	How much do you pay each month for milling costs?	_ _ _ _ RF

N. Health Demographics		
N1	What was the total number of births in your household in the past 12 months?	__ number of births in household
N2	What was the total number of deaths in your household in the past 12 months?	__ number of deaths in household

Health problems of household members during last 2 weeks				
	Details	Number of episodes / occurrences in last 2 weeks		
		Men	Women	Children under 5
N3	Number of Diarrhoea episodes			
N4	Number of kwashiorkor or marasmas episodes			
N5	Number of Respiratory illness			
N6	Number of Worms Episodes			
N7	Number of Skin disease episodes			
N8	Number of Malaria/ fever episodes			
N9	Number of Cholera episodes			
N10	Number of Other episodes (Identify			
N11	Number of visits to the clinic or hospital (2 weeks)			
N12	Number of visits to traditional healers (2 weeks)			

Chronic illness and HIV/AIDS education		
N13	In the past 12 months, has anybody in the household experienced chronic illness (sick for more than 3 months)?	1 = Yes 2 = No (If no, skip to N15)
N14	If yes, was this person tested for HIV/AIDS?	1 = Yes 2 = No
N15	Does your household care for anybody with HIV/AIDS?	1 = Yes 2 = No (to P1)
N16	If yes, has this person ever received supplementary food rations in addition to the regular food rations for the household?	1 = Yes 2 = No

P. Long-Term Intentions		
P1	Why have you and your family stayed in the camp? (Can select up to 2 answers)	1 = Instability in DRC 2 = No means to return home 3 = Food assistance in the camp supports us 4 = We are waiting for a chance to find life chance in Rwanda 5 = We are waiting for a chance to move to another country 6 = Other; Please specify_____
P2	If you had a choice, what would you prefer for you and your family as a long term goal?	1 = Remain in Rwanda but with income earning opportunities 2 = Return to DRC 3 = Move to a new country 4 = Other; Please specify_____

The End of Interview

Thank you for participating

Annex 11: Qualitative Topical Outlines

I. Questions for WFP/UNHCR/UN Country Office & Sub-Offices

The Evaluation Team will elicit the views of WFP/UNHCR/other UN representatives on the following:

Food Assistance

1. Discuss food deliveries and distribution system (WFP).
 - a. Is the current food delivery / food distribution system satisfactory?
 - b. Why or why not?
 - c. Discuss ration changes in past – CSF, half-rations, pipeline breaks
 - d. What was done to mitigate the effects of ration cuts or pipeline breaks?
2. Discuss supplementary feeding system and special feeding programmes
 - a. Is this system satisfactory? Why or why not?
3. How have UNHCR and/or WFP adjusted programme deliveries to fit changing contexts and circumstances?
 - a. What types of new activities have been initiated?
 - b. What have been the changes in activity mix? Why the changes?
4. Have there been any unintended consequences of the food aid?
 - a. Describe refugee dependence on humanitarian assistance
5. How has food assistance been used to promote self reliance and/or durable solutions?
6. Are there other food distribution modalities that could improve programme effectiveness and efficiency?
 - a. FFW, FFT, school feeding?
 - b. Food or cash vouchers?
 - c. GFD: Costs/benefits of group distribution vs HH scooping method

Health and Nutrition

1. What are the underlying factors related to the levels of acute and chronic malnutrition in the camps? Is there an evidence-based understanding of these?
2. How effective is nutrition programme outreach and how comprehensive is programme coverage?
 - a. Supplementary/therapeutic feeding programme modalities and food mix
3. How is nutrition education conducted and what main messages are provided?
4. What have been the challenges to successful programme implementation?
5. What have been programme successes?
6. How do you monitor programmes? Are they attaining UNHCR/WFP standards?
7. What is the existing role of other UN partners in support to health and nutrition in the camps; what is their potential future role within the Acting as One UN mandate?

Other Assistance

1. Discuss non-food deliveries (get UNHCR data base of deliveries / distributions
 - a. What was delivered and where? Why these non-food items and not others?

Gender

1. Describe the degree of women's participation in activity selection, planning, targeting, and monitoring? How do you monitor this?
2. Why are there so many female-headed households?
3. Benefits and unanticipated effects of distributing ration cards in names of women

Long-Term Solutions

1. What are the most effective programming strategies to promote long-term solutions?
 - a. Which agencies have most effectively promoted durable solutions?
2. How can refugees achieve some self-sufficiency within the refugee environment?
 - a. How have WFP / UNHCR programming strategies promoted or inhibited this goal?
 - b. Is the goal obtainable? Why/why not?
3. Discuss the prospects, desirability, and feasibility of:
 - a. Repatriation to DRC or integration within Rwanda
 - b. What process should happen to allow repatriation or integration to work?
4. What kinds of training or capacity building have UNHCR & WFP staff received to understand changes needed to move towards a more livelihood approach?
 - a. Are there locations where such an approach has worked? Where? How?

UNHCR/WFP Collaboration & Coordination

1. How have UNHCR and WFP work together to promote programme coherence?
 - a. What are some limitations? What more can be done?
 - b. Particularly in terms of promoting long-term durable solutions
 - c. What have we learnt from the Burundi returnee experience?
2. How has the UN Delivering as One mandate affected refugee programme coherence and delivery in the Rwanda context?
 - a. Describe concrete activities implemented within the UN Delivering as One structure. What types of activities have received joint funding?
 - b. What more can be done?
3. Do UNHCR/WFP advocate for policy changes or improvements?
 - a. Which policies? Which issues?
 - b. How do government policies help or hinder in seeking durable solutions?
4. How are plans, strategy, and reports shared and used?
 - a. Are partner agencies satisfied with each others' performance and the extent of collaboration or cooperation? Why or why not?
 - b. Any examples of joint work plans?

II. Questions for UN Partners and Bilateral Donors

The Evaluation Team will elicit the views of UN Partners and Bilateral Donors on the following:

Food Assistance

1. Discuss food deliveries and distribution system (WFP).
 - a. Is the current food delivery / food distribution system satisfactory?
 - b. Why or why not?
 - c. Discuss ration changes in past – CSF, half-rations, pipeline breaks
 - d. What was done to mitigate the effects of ration cuts or pipeline breaks?
2. Discuss supplementary feeding system and special feeding programmes
 - a. Is this system satisfactory? Why or why not?
3. How have UNHCR and/or WFP adjusted programme deliveries to fit changing contexts and circumstances?
 - a. What types of new activities have been initiated?
 - b. What have been the changes in activity mix? Why the changes?
4. Have there been any unintended consequences of the food aid?
 - a. Describe refugee dependence on humanitarian assistance
5. How has food assistance been used to promote self reliance and/or durable solutions?
6. Are there other food distribution modalities that could improve programme effectiveness and efficiency?
 - a. FFW, FFT, school feeding?
 - b. Food or cash vouchers?
 - c. GFD: Costs/benefits of group distribution vs HH scooping method

Long -Term Solutions

1. What are the most effective programming strategies to promote long-term solutions?
 - a. Which agencies have most effectively promoted durable solutions?
2. How can refugees achieve self-sufficiency within the refugee environment?
 - a. How have WFP / UNHCR programming strategies promoted this goal?
 - b. How have the strategies inhibited this goal?
 - c. Is the goal obtainable? Why/why not?
3. How do government policies help or hinder in seeking durable solutions?
4. Discuss the prospects, desirability, and feasibility of:
 - a. Repatriation to DRC
 - b. Integration within Rwanda
 - c. What process needs to happen to allow repatriation or integration to work in Rwanda?
6. What changes would you like to see in UNHCR / WFP programming strategies vis-à-vis long-term durable solutions inside and outside the camp?
7. Do donor budgeting and administrative constraints impede long-term solutions?

- a. For example, do donor budgeting priorities emphasize emergency programming and de-emphasize long-term programming support for refugee durable solutions?
 - b. Why do so few donors contribute to refugee food assistance in Rwanda?
 - c. To what extent are agencies and donors interested in contributing to host population support through WFP or UNHCR?
8. Are there other locations where such an approach has worked? Where? How?

III. Questions for Government Counterparts

The Evaluation Team will elicit the views of Government representatives, particularly MIDIMAR, on the following:

Food Assistance

1. Discuss food deliveries and distribution system (WFP).
 - a. Is the current food delivery / food distribution system satisfactory?
 - b. Why or why not?
 - c. Discuss ration changes in past – CSF, half-rations, pipeline breaks
 - d. What was done to mitigate the effects of ration cuts or pipeline breaks?
2. Discuss supplementary feeding system and special feeding programmes
 - a. Is this system satisfactory? Why or why not?
3. How have UNHCR and/or WFP adjusted programme deliveries to fit changing contexts and circumstances?
 - a. What types of new activities have been initiated?
 - b. What have been the changes in activity mix? Why the changes?
4. Have there been any unintended consequences of the food aid?
 - a. Describe refugee dependence on humanitarian assistance
5. How has food assistance been used to promote self reliance and/or durable solutions?
6. Are there other food distribution modalities that could improve programme effectiveness and efficiency?
 - a. FFW, FFT, school feeding?
 - b. Food or cash vouchers?
 - c. GFD: Costs/benefits of group distribution vs HH scooping method
7. Please comment on UNHCR's non-food item program and implementation activities.
 - a. Has the programme been successful?
 - b. Why or why not?

Impact of key government of Rwanda policies

1. What are the key government of Rwanda policies relating to refugee livelihoods and well-being?
2. How do the policies help or hinder in seeking long-term livelihood solutions?
3. Have there been changes to government policy?
 - a. What kinds of changes?
 - b. Why and when were the changes made?

Long-Term Solutions

1. What are the most effective programming strategies to promote long-term solutions?
2. Describe important initiatives in promoting long-term solutions
 - a. Which agencies have been most prominent & most innovative in promoting long-term solutions & durable solutions?
3. How can refugees achieve self-sufficiency within the refugee environment?
 - a. How have WFP / UNHCR programming strategies promoted this goal?
 - b. How have the strategies inhibited this goal?
 - c. Is the goal obtainable? Why/why not?
4. Discuss the prospects, desirability, and feasibility of:
 - a. Repatriation to DRC
 - b. Integration within Rwanda
 - c. What process needs to happen to allow repatriation or integration to work in Rwanda?
 - d. Can the government of Rwanda work with donors, UNHCR, and WFP to support refugee integration within Rwanda? How?
5. Are there other models of food assisted programming within protracted context that would result in more long-term solutions?
 - a. What are some other models that you are aware of elsewhere?
 - b. Please talk about the successes and lessons learnt from the Burundi repatriation programme and Rwanda re-integration programme.
6. What changes would you like to see in UNHCR / WFP programming strategies vis-à-vis long-term solutions inside that involve host communities?
 - a. What are some other models that you are aware of elsewhere?

IV. Questions for Non-Governmental Organizations

The Evaluation Team will elicit the views of Non-Government Organizations (tailored to each NGO programme) on the following:

NGO Programme in Refugee Camps

1. Please describe your programme
2. What are the goals of your programme?
3. How do you work or collaborate with WFP / UNHCR?
 - a. Do WFP / UNHCR help you to obtain your goals? How?
 - b. Is the collaboration successful? Why or why not?
 - c. What recommendations do you have in improving the partnership?
4. Is your programme successfully promoting long-term durable solutions?
 - a. To what extent?
 - b. What more can be or needs to be done?

Food Assistance

1. Discuss food deliveries and distribution system (WFP).
 - a. Is the current food delivery / food distribution system satisfactory?
 - b. Why or why not?
 - c. Discuss ration changes in past – CSF, half-rations, pipeline breaks
 - d. What was done to mitigate the effects of ration cuts or pipeline breaks?
2. Discuss supplementary feeding system and special feeding programmes
 - a. Is this system satisfactory? Why or why not?
3. How have UNHCR and/or WFP adjusted programme deliveries to fit changing contexts and circumstances?
 - a. What types of new activities have been initiated?
 - b. What have been the changes in activity mix? Why the changes?
4. Have there been any unintended consequences of the food aid?
 - a. Describe refugee dependence on humanitarian assistance
5. How has food assistance been used to promote self reliance and/or durable solutions?
6. Please comment on UNHCR's non-food item program and implementation activities.
 - a. Has the programme been successful?
 - b. Why or why not?

Health and Nutrition

1. What are the underlying factors related to the levels of acute and chronic malnutrition in the camps? Is there an evidence-based understanding of these?
2. How effective is nutrition programme outreach and how comprehensive is programme coverage?
 - a. Supplementary/therapeutic feeding programme modalities and food mix
3. What have been the challenges to successful programme implementation?
4. What have been programme successes?

5. How do you monitor programmes? Are they attaining UNHCR/WFP standards?
6. How is nutrition education conducted and what main messages are provided?
 - a. Who do you target for these activities?
 - b. How do you link such activities to the feeding programmes?
7. What are the most common diseases seen here and what are the patterns?
 - a. In children
 - b. In adults
 - c. What are some of the important women's health issues?
8. What are the weaning and feeding practices for young children under 3?
9. What have been the challenges to successful programme implementation?
10. What have been programme successes?

Gender

1. How do you promote gender equality and women's empowerment in addressing food and nutrition challenges?
2. What are the lessons learned? What would be important to sustain or build on?
3. Describe the degree of women's participation in activity selection, planning, targeting, and monitoring? How do you monitor this?

Long-Term Solutions

1. What are the most effective programming strategies to promote long-term solutions?
2. Describe important initiatives in promoting long-term solutions
 - a. Which agencies have been most prominent & most innovative in promoting long-term solutions & durable solutions?
3. How can refugees achieve self-sufficiency within the refugee environment?
 - a. How have WFP / UNHCR programming strategies promoted this goal?
 - b. How have the strategies inhibited this goal?
 - c. Is the goal obtainable? Why/why not?
4. Discuss the prospects, desirability, and feasibility of:
 - a. Repatriation to DRC
 - b. Integration within Rwanda
 - c. What process needs to happen to allow repatriation or integration to work in Rwanda?
5. Are there other models of food assisted programming within protracted context that would result in more long-term solutions?
 - a. What are some other models that you are aware of elsewhere?
6. What changes would you like to see in UNHCR / WFP programming strategies vis-à-vis long-term solutions inside that involve host communities?
 - b. What are some other models that you are aware of elsewhere?

V. Questions for Refugees in Focus Group Discussions

The Evaluation Team will elicit the views of refugee groups – disaggregated by sex – in the context of Focus Group Discussions on the following:

General Introduction

1. Please describe some of the positive or satisfactory aspects of refugee life.
2. Which programmes in the camp been the most successful? Why?
3. What is not satisfactory about refugee life?
4. Which programmes in the camp have not been successful? Why?

Food Assistance

1. What do you receive in food assistance?
 - a. Are you all aware of the food ration basket? What is it?
 - b. Please describe the supplementary and complementary food programmes.
 - c. Is the food distribution system fair to all refugees? Why or why not?
 - d. Please talk about the recent changes in the food rations? How have these changes affected your food security?
2. Is the food basket appropriate? Why or why not?
 - a. What is consumed within the household? Is everything consumed?
 - b. Which commodities are sold? Why are these commodities sold?
 - c. Why are some commodities sold and not others?
 - d. What are the preferred items in the food basket? Least preferred? Why?
 - e. How do you complement the food received with other types of food?
 - f. Describe the quality of food received. Any problems?
3. Food Preparation: How do you prepare the food? Probe.
 - a. How do you grind your food? What is the cost?
 - b. Is there a better way than the current system?
 - c. How do you provide fuel for cooking your food?
 - i. Are there any problems related to firewood? Probe
 - d. How do you provide the stoves, cooking pots and utensils, soap needed to prepare food? Please probe
 - e. Have you received training in food preparation or food hygiene?
 - i. Please describe the quality of the training.
 - ii. How have you used the training?
4. How do you share the food assistance within the household?
 - a. Differences in consumption patterns of women & men
 - b. Differences in consumption patterns of children – girls and boys
 - c. Consumption patterns of children under 2
 - d. Consumption patterns of pregnant and lactating women
 - e. How are consumption sharing patterns affected by cuts in the ration?

Nutrition and health

1. What are the main health and nutrition problems you face in this community?
 - a. What are the main causes of these problems?
2. What is the most urgent intervention needed to improve health and nutrition?
3. Are you aware of the nutritional support programs available and who is entitled to be registered?
4. How many members of the FGD are enrolled in a nutritional program?
 - b. Please describe the program.
 - c. What are the benefits this program?
5. Are there any challenges for you in participating in health or nutrition programs?
6. Have you ever received any nutritional advice or education?
 - b. If so, what key messages did you learn?
 - c. How regularly do you receive nutrition education/advice?
 - d. Have you changed any practices because of this new information?
7. How do you feed the young children (under-5 years) in the FGD families?
 - a. Do you prepare any extra meals for them?
 - b. Do women practice exclusive breastfeeding for children under 6 months?

Income Earning Opportunities

1. Please describe all income earning opportunities
 - a. Within the camp.
 - b. Outside of the camp.
 - c. How do income earning opportunities differ by sex?
 - d. To what extent do children – boys, girls – participate in income earning?
 - e. Are there any socially unacceptable income earning opportunities that women or men are forced to participate in? Please elaborate if yes
2. Describe the extent of agricultural production activities
 - a. To what extent is there livestock rearing inside or outside of the camps?
 - b. Types of livestock and types of livestock activities
3. Describe any organization's attempt to promote income earning opportunities
 - a. Types of IGAs
 - b. What kind of training have you received related to IGAs?
 - c. Have you been able to apply IGA training to actually earning some income?
4. Do you have recommendations for income earning opportunities for refugees?

Water Access

1. What are your major sources of water?
 - a. Please describe any problems with the quality or quantity of the water.
2. What are the sources of sanitation?
 - a. Are the latrines sufficient?
 - b. Does everybody equally use the latrines? If not, why not?
 - c. Any problems with using the latrines at night? Is it safe?

Gender

1. Do you feel safe in this camp? Why or why not?
2. Is GBV a problem? What kinds of GBV are problematic in the camp?
 - a. Please describe the causes of the problem
 - b. Do women in the camp ever have to resort to sex work?
 - c. Why? Reasons? What is the extent of the problem?
3. What improvements would you like to see in current programs to prevent violence against women, girls and children?
4. What kinds of activities are children engaged in when not in school?
 - a. Boys? Girls? Any differences? Why?
5. How are refugees involved in selection of activities, planning of implementation, targeting, food distributions and monitoring?

Relations with Host or Nearby Community

1. Describe the relationship with the host or neighbouring community.
 - a. Social relations, economic relations
 - b. Have relations remained smooth or not so smooth? Why or why not?
 - c. How does firewood collection affect social and economic relations?
 - d. How does food milling affect social and economic relations?
2. Do you pursue economic income earning strategies that involve host communities?
 - a. What kinds of economic strategies or activities?
 - b. Does economic cooperation benefit the refugee or host community more?
 - c. Please explain – How does each community benefit?
3. What are the marketing and trading patterns?
4. To what extent do refugee households use the local schools?
 - a. To what extent to Rwandan households use the refugee schools?

FGD Summary

1. During the past five years, how satisfied have you been with
 - a. WFP and UNHCR?
 - b. Government of Rwanda?
 - c. NGOs and other service providers?
2. Can you recommend how you would change the programme if given the opportunity?
 - a. How would you improve programme policy and implementation?
3. Please talk about your long-term goals.
 - a. What are the best ways to achieve self reliance?
 - b. Are there other longer-term initiatives or interventions that would help you become self-reliant? Please describe
 - c. What are the ultimate long-term solutions?
 - d. What prevents you from leaving camp and looking for work in Rwanda?

VI. Questions for Host Communities in Focus Group Discussions

The Evaluation Team will elicit the views of men and women's focus groups from host communities in the context of the following:

1. Describe the relationship between your community and the refugee camp.
 - a. Social relations, economic relations
 - b. Have relations remained smooth or not so smooth?
 - c. Why or why not?
2. How has this relationship impacted your community?
 - a. Social impact
 - b. Economic impact
3. How do you think this relationship has impacted on refugees living in the camp?
 - a. Social impact
 - b. Economic impact
4. Are there specific enterprises or other activities promoting development that bring the two communities together?
 - a. What kinds of enterprises or activities?
 - b. Does economic cooperation benefit the refugee or host community more?
 - c. Please explain
5. How has school sharing affected both refugee and host communities?
6. Explore the impact of the refugee camp on the environment.
 - a. Where do refugees get their firewood? Does it affect you?
 - b. How about on service facilities?
 - c. Impact on infrastructure?
7. Is there competition for resources between refugees and your community?
 - a. What kinds of competition for resources?
 - b. How problematic is this competition for resources?
 - c. Is land use affected? Are you able to share land?
 - d. Can refugees also practice agriculture? To what extent?

VII. Opportunity Analysis using Positive Deviance

The Evaluation Team will elicit the views of refugees who have managed to benefit from income generating activities or have improved their livelihoods within the camp (does not include incentive workers):

Theme: What are the enabling factors that contribute to household self reliance?

1. Characteristics of this household
 - ◆ Landholdings
 - ◆ Asset base
 - ◆ Income sources
 - ◆ Education
2. Household decision making by different members of household
3. What kinds of businesses have your refugee household managed to undertake
 - a. How did you obtain start-up financing to begin the business?
 - b. Have you received assistance from any source?
 - c. What kinds of assistance and what sources?
4. Capacity to adapt to vulnerability
 - a. What opportunities exist and have been used by the household? Probe
 - b. Is there some behaviour that makes your household unique? Please explain.
 - c. What are some of the enabling factors for your household to become self-resilient? Probe
 - d. What does it mean to be self-reliant in the community?
5. What are your future plans, preferences, and ambitions?
 - a. Would you prefer to return to DRC or live and work in Rwanda?
 - b. Why and how could this happen?

Annex 12: WFP Operations Overview (2007 – 2011)

Operation	Title	Time-frame	Annual Average				Totals by Project				% funded	Immediate Objectives	Main Activities ¹
			MT (thousands)		Beneficiaries (thousands)		Food cost (USD millions)		Total WFP cost (USD millions)				
			P	A	P	A	P	A	P	A			
PRRO 105310	Assistance to refugees and recovery operations for the most vulnerable households	Jul 07 Dec 09	23.4	13.5	259.2	197.6	25.7	18.5	54.0 ²	33.4 ²	62%	i. Support recovery of the most vulnerable groups; ii. Meet the daily foods needs of refugees and provide an initial stock of food for returnees; iii. Provide additional relief assistance; iv. Build national capacities for monitoring and implementing food security and nutrition systems and interventions as well as supporting the government to develop a global partnership for development.	GFD, nutrition, FFW, FFT, HIV/AIDS
PRRO 200030	Assistance to refugees, recovery support to host communities and the most vulnerable households	Jan 10 Dec 11	20.2	n/a	191.0	n/a	17.9	n/a	36.6 ³	19. ¹	n/a	i. Save lives and protect livelihoods of refugees, returnees and relief victims; ii. Improve productive capacities in returnee and refugee host communities, including addressing the effects of environmental degradation; iii. Reduced acute malnutrition of children under 5; iv. Meet the food and nutrition needs of and PLHIV; v. Strengthen ownership, coordination and management of food assistance by government counterparts at national and decentralized structures. Contribute to increased incomes and local production of small-scale farmers linked to the Purchase for Progress (P4P) initiative	GFD, FFA, nutrition, HIV/AIDS
See notes, next page.													
¹ Nutrition includes therapeutic and supplementary feeding, pregnant and lactating women participating in MCH/supplementary feeding													
² Resource situation as at 24 March 2011													
³ Resource situation as at 1 February 2012													

Annex 13: Primary School and Vocational Training Attendance, 2011

Camp	% 6-14 yrs attending primary school		% 15-59 yrs attending vocational training	
	Boys	Girls	Males	Females
Gihembe	85.4%	90.6%	4.5%	7.3%
Nyabiheke	86.4%	86.8%	15.6%	5.3%
Kiziba	87.7%	80.6%	15.7%	16.5%
Overall	86.3%	86.8%	10.9%	9.4%

Source: Pre-JAM Food security and nutrition assessment
(cited in WFP/UNHCR 2011a)

Annex 14: WFP Donor Contributions

Figures represent total metric tonnes shipped/ purchased for PRRO 105317 and PRRO 200030 for the period 2007-2010.

Donor	Total shipped/ purchased (mt)
Multilateral	18,189
USA	14,993
Japan	6,486
Canada	1,513
Ireland	1,041
Finland	1,026
Turkey	530
Luxembourg	483
UN CERF Common Funds and Agencies	473
UN	128
Norway	34

Source: World Food Programme Standard Project Reports 2007-2010

Annex 15: Additional Population Data

Population Pyramids for Rwanda and DRC

Figure 1: Rwanda 2007-2008 DHS population pyramid

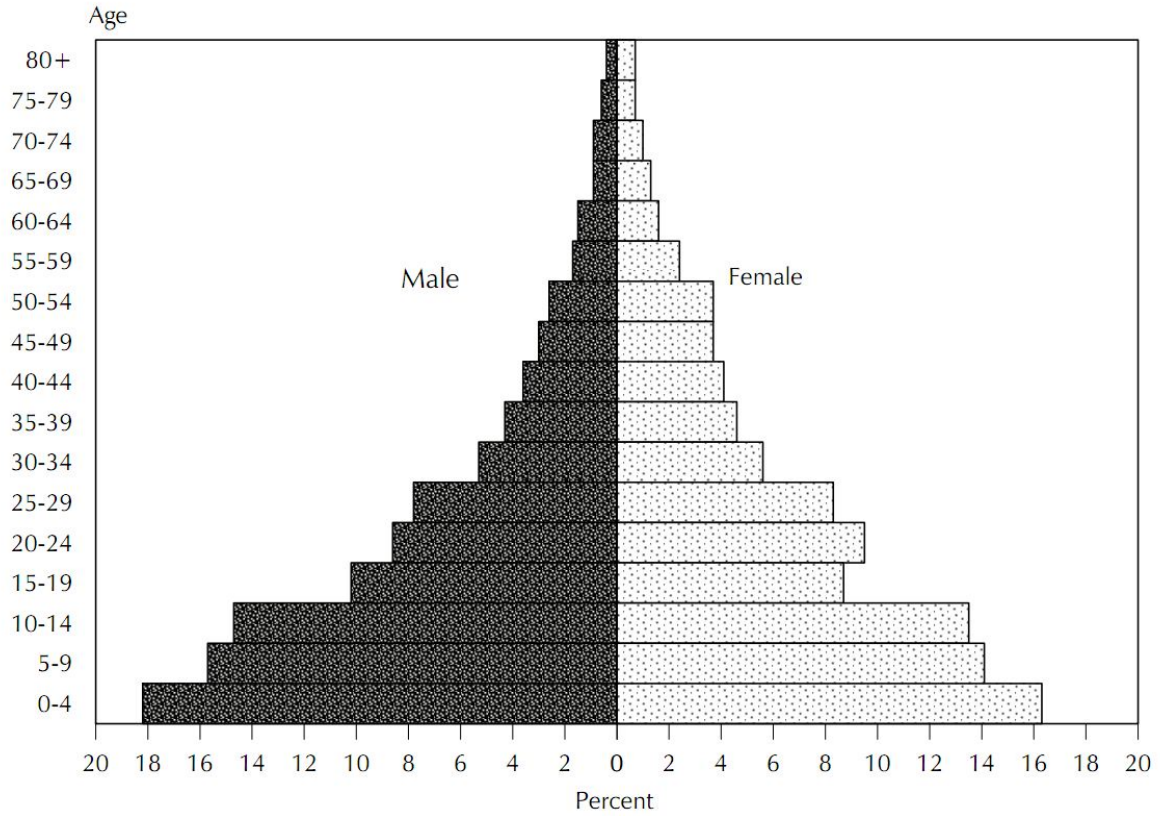


Figure 2: DRC 2007 DHS population pyramid

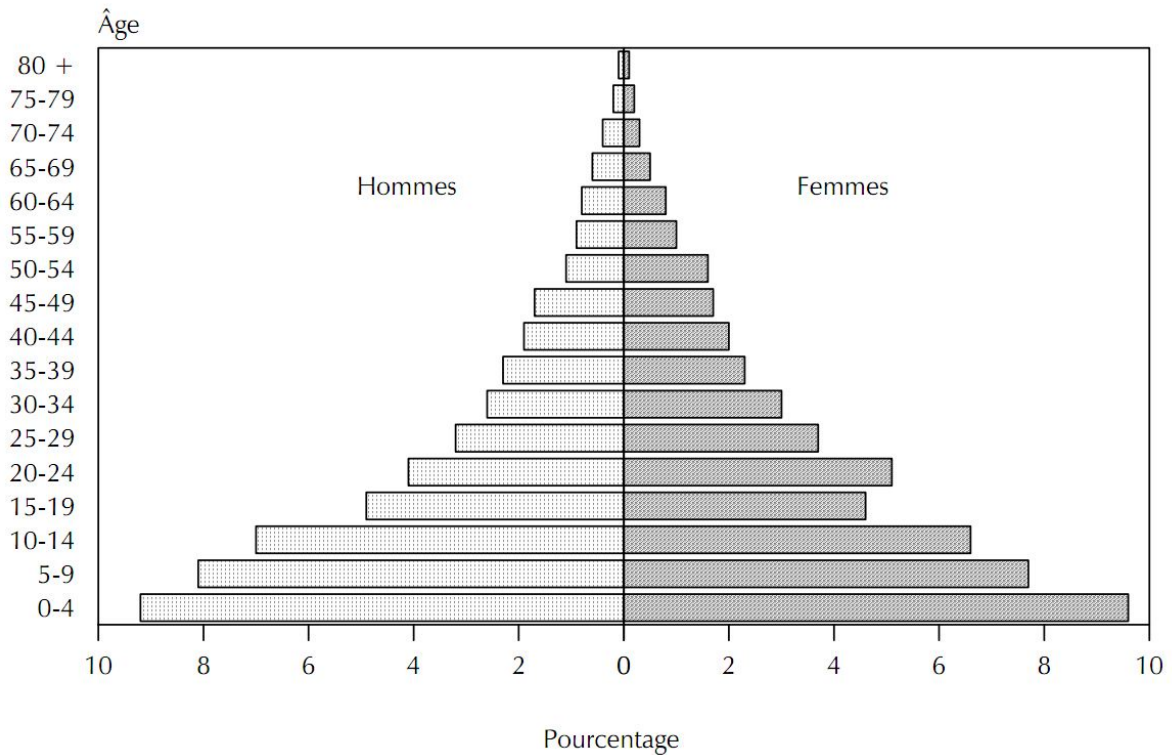


Table 1: Population distribution comparison for UNHCR data

Age group	IE Survey	UNHCR ¹
0-4	10.8%	19%
5-17	43.0%	41%
18-59	41.8%	37%
60+	4.4%	3%

¹Source: 2005 UNHCR Statistical Yearbook:
<http://www.unhcr.org/4641bebe0.html>

Table 2: Population distribution for dependent and independent age groups for Kiziba and Gihembe camps

Age group	Male	Female	Both
0-14	21.1%	21.6%	42.7%
15-64	23.2%	31.4%	54.6%
65+	1.3%	1.5%	2.7%

Table 3: Population distribution for Kiziba and Gihembe camps

Age group	Male	Female	Both	Male	Female	Both
	n			%		
00-04	311	346	657	5.1	5.7	10.8
05-09	472	457	929	7.8	7.5	15.3
10-14	499	509	1,008	8.2	8.4	16.6
15-19	495	565	1,060	8.2	9.3	17.5
20-24	289	332	621	4.8	5.5	10.2
25-29	152	227	379	2.5	3.7	6.2
30-34	71	167	238	1.2	2.7	3.9
35-39	84	139	223	1.4	2.3	3.7
40-44	61	124	185	1.0	2.0	3.0
45-49	79	118	197	1.3	1.9	3.2
50-54	71	97	168	1.2	1.6	2.8
55-59	63	77	140	1.0	1.3	2.3
60-64	41	61	102	0.7	1.0	1.7
65-69	29	25	54	0.5	0.4	0.9
70-74	20	25	45	0.3	0.4	0.7
75-79	11	14	25	0.2	0.2	0.4
80-84	9	17	26	0.1	0.3	0.4
85-89	6	5	11	0.1	0.1	0.2
90-94	0	2	2	0.0	0.0	0.0
95+	2	1	3	0.0	0.0	0.0
Totals	2,765	3,308	6,073	45.5	54.5	100.0

Annex 16: Mean CSI scores for Rwanda and Ethiopia

Table 1: Rwanda: Mean CSI by camp, sex of household head, and vulnerability group

	N	Mean CSI	p
By camp			
Kiziba	599	35.7	.000
Gihembe	600	40.4	
By sex of household head			
Male	514	37.4	0.343
Female	685	38.5	
By vulnerability group			
Most vulnerable	688	35.3	
Moderately vulnerable	462	41.4	
Least vulnerable	47	45.1	
Total	1197	38.0	

Table 2: Ethiopia: Mean CSI by camp and ethnicity, new and old methods of CSI calculation

	¹ New method			² Old method		
	N	Mean CSI	p	N	Mean CSI	p
By camp						
Kebribeya	544	36.5	0.000	544	28.6	0.000
Shemelba	639	16.7		639	17.0	
By ethnicity						
Tigrinya	362	21.1	0.000	362	19.4	0.000
Kunamu	259	10.0		259	13.5	

¹“New method” = The household CSI score was created by establishing values for each type of frequency of coping strategy usage (every day = 7, often=4.5, occasionally=1.5, once/week=0.5, never=0), then multiplying that value by a severity weight established for each coping strategy (for example, “skip the entire day without eating” has a very high severity weight), and finally adding up the values for the aggregate of 13 coping strategies to get the CSI score.

²“Old method” = Known as “CSI-lite,” it is also possible to create a household CSI score by simply multiplying the severity of the coping strategy by household usage of that strategy at any time and then aggregating all of the coping strategies by adding them up.

Annex 17: Ration Size and Composition, 2007-2011

	2007 (PRRO 105310)	2008 (PRRO 105310)	2009 (PRRO 105310)	2010 (actual) (PRRO 105310)	2010 (planned) (PRRO 200030)	2011 (PRRO 200030)
Refugee ration (daily)						
Cereals	400 g ¹	400 g ²	380g ⁶	380g ⁶	-	380 g ⁶
CSB	40 g ¹	40 g ²	30 g ⁶	-	60 g ⁵	0 g ⁶
Maize	-	-		*	380 g ⁵	-
Pulses (beans)	100 g ¹	100 g ²	120 g ⁶	120g ⁶	120 g ⁵	120 g ⁶
Salt	5 g ¹	5 g ²	5 g ⁶	5g ⁶	5 g ⁵	5 g ⁶
Sugar	-	-	-	-	-	-
Veg oil	10 ¹	10 g ²	30 g ⁶	30g ⁶	30 ⁵	30 g ⁶
Kcal	1,976	1,976 ²	2,112	1998 ⁶	2,238 ⁵	1,998 ⁶
Therapeutic feeding ration (daily)						
CSB	480 g ¹	*	*	*	*	*
Veg oil	120 ¹	*	*	*	*	*
Sugar	90 g ¹	*	*	*	*	*
Kcal	3,250 ¹	*	*	*	*	*
Caregivers therapeutic (daily)						
Cereals	200 g ¹	*	*	*	*	*
Pulses	120 g ¹	*	*	*	*	*
Salt	5 g ¹	*	*	*	*	*
Veg oil	10 ¹	*	*	*	*	*
Kcal	1,220 ¹	*	*	*	*	*
Supplementary feeding ration: children 6-59 months (daily)						
CSB	200 g ¹	*	200 g ⁴	*	200 g ⁵	*
Sugar	15 g ¹	*	15 g ⁴	*	15 g ⁵	*
Veg oil	20 ¹	*	20 g ⁴	*	20 ⁵	*
kcal					1,037 ⁵	
Pregnant/lactating women (daily)						
CSB					300 g ⁵	
Sugar					15 g ⁵	
Veg oil					20 ⁵	
kcal					1,437 ⁵	
ART/PLWHA (daily)						
Cereals	150 g ¹	-	*	*	-	*
CSB	20 g ¹	200 g ³	*	*	250 g ⁵	*
Pulses	100 g ¹	-	*	*	-	*
Sugar	12 g ¹	15 g ³	*	*	15 g ⁵	*
Veg oil	15 ¹	15 g ³	*	*	25 ⁵	*
Kcal	1,139 ¹	-	*	*	1,281 ⁵	*
FFW/FFA (daily)						
Beans	-	*	*	*	(FFA) 200 g ⁵	
Cereals	(FFW) 333 g ¹	*	*	*	-	*
Maize	(FFW) 330 g ¹	*	*	*	(FFA) 500 g ⁵	*
Pulses	(FFW) 167 g ¹	*	*	*	-	*
Veg oil	(FFW) 24 g ¹	*	*	*	(FFA) 25 ⁵	*
kcal	1,984 ¹	*	*	*	NA ⁵	*

¹Source: WFP Prodoc 105310

²Source: WFP SPR 2008, 2008 JAM (p.26)

³UNHCR 2011a (SPA 2010, describing 2008)

⁴Source: WFP SPR 2009

⁵Source: WFP Prodoc 200030

⁶Source: WFP/UNHCR 2011b (JAM 2011)

*Data not found or not specified.

Annex 18: Detailed Schedule of Activities

Phase	Timing	Expected Outputs	Responsibility
1. Inception Phase 22 August-12 September 2011			
Desk review of literature	22 Aug-2 September		Team Leader, supported by rest of Evaluation Team
Team briefing & inception mission to Rwanda	5-9 September	Debriefing to WFP & UNHCR Senior Management	Team Leader, supported by Nutritionist & in-country consultant
Submit draft Inception Report to OE	1 October	Draft Inception Report	TL
Quality assurance & report revisions	1-10 October		
Circulation of IR for stakeholder review	1-10 October	Potential revisions	
Evaluation offices consolidate comments		Comments matrix to TL	
TL revises IR	10 October	Final Draft	TL
Clearance of IR by WFP & UNHCR Heads of Evaluation	12 October	FINAL INCEPTION REPORT	TL
2. Evaluation Phase 12 October-17			
Final draft of quantitative & qualitative instruments	10 October, 2011	Survey instruments	TL
Programme PDAs, prepare for quantitative survey, hire enumerators	26 Sept-12 October	PDAs & survey team ready	TL & RONTO
Train enumerators for quantitative survey, including field test	13-16 October, 2011	Enumerators trained, field test at Nyabiheke	TL & RONTO
Team travels to Kibuye	16 October, 2011		
Quantitative field work survey at Kiziba Camp	17-24 October, 2011 8 days	Kiziba survey work completed	TL, RONTO Quant Supervisor
Enumeration team travels to Kigali; prepare for Gihembe	25 October, 2011		RONTO Quant Supervisor
Quantitative field work survey at Gihembe Camp	26 Oct-2 November, 2011 – 8 days	Gihembe survey work completed	RONTO Quant Supervisor
Qualitative team conducts initial interviews with key	26-27 October, 2011	CO briefing; Interviews with key	Sr Evaluator, Team Leader, Nutritionist and Rwanda

Phase	Timing	Expected Outputs	Responsibility
informants in Kigali		informants	consultant
Train Qualitative team, prepare for site visits	27 October, 2011	Qualitative team trained & schedule & logistics finalized	Sr Evaluator, Team Leader, Nutritionist and Rwanda consultant
Qualitative conducts field work at Gihembe refugee camp and host community, including UNHCR & NGO offices	28-31 October, 2011	Focus groups with refugee committees, refugee male & female groups, youth, vulnerable groups, community men and women; Key informants with WFP, UNHCR, MIDIMAR, ARC, JRS, AHA & other NGOs. Qualitative teams enter data daily.	Sr Evaluator, Team Leader, Nutritionist and Rwanda consultant
Qualitative team conducts field work at Nyabiheke camp	1-2 November, 2011	Focus groups with refugee committees, refugee male & female groups, youth, vulnerable groups; Key informants with UNHCR, ARC, JRS, AHA & other NGOs.	Sr Evaluator, Team Leader, Nutritionist and Rwanda consultant
Qualitative team conducts field work at Kiziba refugee camp and host community and Kibuye offices	3-6 November, 2011	Focus groups with refugee committees, refugee male & female groups, youth, vulnerable groups, community men and women; Key informants with WFP, UNHCR, MIDIMAR, ARC, JRS, AHA & other NGOs. Qualitative teams enter data daily	Sr Evaluator, Team Leader, Nutritionist and Rwanda consultant
Qualitative team travels back to Kigali	7 November, 2011		
Initial analysis and preparation for debriefing	7-9 November, 2011	Internal debriefing; Key learning identified and summarized for presentation; writing aide memoire	TL & Sr Evaluator, supported by Nutritionist and Rwanda consultant
Debriefing and stakeholder workshops in Kigali	10 November, 2011	Aide memoire	TL & Sr Evaluator, supported by Nutritionist and Rwanda consultant

Phase	Timing	Expected Outputs	Responsibility
Final meetings in Kigali with stakeholders	7-9 November, 2011	Final meetings	TL & Sr Evaluator, supported by Nutritionist and Rwanda consultant
Analysis of quantitative data	June 1-15, 2001	Survey findings to integrate into report	Primary: Quantitative Specialist, supported by TANGO staff
3. Reporting Phase 14 November 2011 - mid February 2012			
Further analysis of findings & draft evaluation report	14 November – 9 December		TL + Evaluation team
Potential meeting with Evaluation Managers to discuss progress	Sometime between 14 November-9 December		TL + OE WFP + UNHCR
Submit draft Evaluation Report to OE	9 December	1 st Draft Evaluation Report	TL
Quality assurance & report revisions		Revised draft Evaluation Report	
Circulation of ER for review	12-30 December		
Consolidation of comments by evaluation offices WFP & UNHCR	2-4 January, 2012	Comments matrix to TL	
Evaluation Report	4-16 January, 2012	Final ER Draft	TL
National workshop in Kigali (provisional & tentative)	Late January, 2012	Presentation & discussion of key findings	
Clearance of ER by UNHCR & WFP Heads of Evaluation	15 February, 2012	FINAL EVALUATION REPORT	TL
4. Executive Board (EB) and Follow-up			
Editing & translation	27 February, 2012		
Preparation of WFP Management Response		Management Response	
Presentation of Summary Evaluation Report & Management Response to WFP Governing Body and as relevant in UNHCR	WFP: by 4 June, 2012		
Report to UNHCR-WFP High Level Meeting	<i>To be decided</i>		

Annex 19: Bibliography

- American Refugee Committee (ARC). 2011. Intention Survey Preliminary Findings: Gihembe, Nyabiheke, and Kiziba Refugee Camps – Rwanda. 5 September.
- Black, R.E., et al. 2008. *Maternal and child undernutrition: global and regional exposures and health consequences*. The Lancet, 371: 243-260.
- Black, R.E., et al. 2003. Where and why are 10 million children dying every year? The Lancet. 361: 2226-2234.
- Central Intelligence Agency (CIA). 2011a. The World Factbook: Rwanda. Accessed 9/19/2011 at <https://www.cia.gov/library/publications/the-world-factbook/geos/rw.html>
- Central Intelligence Agency (CIA). 2011b. The World Factbook: Burundi. Accessed 9/23/2011 at <https://www.cia.gov/library/publications/the-world-factbook/geos/by.html>
- Government of Rwanda. 2010a. United Nations General Assembly Special Session on HIV and AIDS: Country progress report January 2008 – December 2009. March 2010.
- Government of Rwanda, Ministry of Finance and Economic Planning. 2000. Rwanda Vision 2020. July.
- International Food Policy Research Institute (IFPRI). 2010. Global Hunger Index 2010: The challenge of hunger: Focus on the crisis of child undernutrition.
- Jones, G., et al. 2003. *How many child deaths can we prevent this year?* (Child Survival II). The Lancet, 362: 65–71.
- Mangani, Robert. 1997. *Sampling Guide*, FANTA.
- Mayne, John. 2008. Contribution Analysis: An Approach to Exploring Cause and Effect, in *ILAC (Institutional Learning and Change) Brief 16*. May.
- Organization of African Unity (OAU). 1969. Convention Governing the Specific Aspects of Refugee Problems in Africa.
- Organization for Peace, Justice and Development in Rwanda (OPJDR). 2011. Letter to UNCHR, “Ref: Plea for No Cessation Clause of Refugee Protection Status.” May 20, 2011. http://www.rwamucyo.com/fileadmin/user_upload/documents/20110611-LetterSoCiRwa-to-UNHCR.pdf
- Rwanda News Agency. 2010. *Land rows complicate Congolese refugees’ return from Rwanda*. July 2. <http://www.rnanews.com/regional/3714-land-rows-complicate-congolese-refugees-retese-refugees-return-from-rwanda>

- Save the Children UK. 2009. Hungry for Change: An eight-step, costed plan of action to tackle global child hunger.
- Sphere Project. 2011. Sphere Handbook: Humanitarian Charter and Minimum Standards in Humanitarian Response.
- The New Times*. 2011. "ICGLR member countries to support refugee cessation clause." 11 September 2011.
- UNHCR. 2011a. Summary Protection Assessment: Rwanda 2010. April 14.
- UNHCR. 2011b. Summary Protection Assessment: Rwanda 2012 – Comprehensive Plan. April 19.
- UNHCR. 2011c. Comprehensive Plan: Rwanda 2010. April 19.
- UNHCR 2011d. Briefing note: Nyabiheke Refugee Camp, Rwanda.
- UNHCR 2011e. Fact Sheet: Gihembe. Rwanda. September.
- UNHCR. 2010a. Submission by the United Nations High Commissioner for Refugees for the Office of the High Commissioner for Human Rights' Compilation Report Universal Periodic Review: Rwanda. July. Accessed 9/22/2011 at http://lib.ohchr.org/HRBodies/UPR/Documents/Session10/RW/UNHCR_UNHighCommissionerforRefugees_eng.pdf
- UNCHR. 2009a. *UNHCR concerned over return of Burundian refugees by Rwanda*. UNHCR press release. June 3.
- United Nations Development Assistance Framework (UNDAF). 2007. UNDAF 2008-2012 Rwanda.
- UNICEF. 2011. Accessed 9/22/2011 at http://www.unicef.org/infobycountry/rwanda_statistics.html
- UNICEF Rwanda. 2008. Rapport d'Evaluation de l'etat nutritionnel dans 2 Centres de Transit et 4 Camps de Refugies au Rwanda. March.
- United Nations. 2009. Comprehensive Food Security and Vulnerability Analysis and Nutrition Survey (CFSVA): Rwanda. July.
- United Nations Statistics Division. 2011. World Statistics Pocketbook. Accessed 9/20/2011 at <http://data.un.org/CountryProfile.aspx?crName=RWANDA>
- United Nations Development Programme (UNDP). 2011. International Human Development Indicators. <http://hdrstats.undp.org/en/countries/profiles/RWA.html>
- World Bank. 2011a. Rwanda Economic Update: Seeds for Higher Growth. April 2011. http://siteresources.worldbank.org/INTRWANDA/Resources/Rwanda_Economic_Rwanda_Update_Spring_Edition_April_2011.pdf

- World Bank. 2011b. World Bank country data. Accessed 9/20/2011 at <http://data.worldbank.org/country/rwanda>
- World Bank, 2011c. Rwanda Education Country Status Report, Toward Quality Enhancement and Achievement of Universal Nine Year Basic Education.
- World Food Programme (WFP). 2011a. Rwanda Country Portfolio Evaluation (2001-2010). March.
- World Food Programme (WFP). 2011b. Rwanda pre-JAM household assessment report: food security and nutrition survey. WFP Rwanda Country Office. May.
- World Food Programme (WFP). 2011c. Prodoc: Protracted relief and recovery operation (PRRO) Rwanda 200343 - Food and Safety Net Assistance to Refugee Camp Residents and Returning Rwandan Refugees.
- World Food Programme (WFP). 2010a. Consultation on food and nutrition security response identification (Powerpoint presentation). February 10, 2010.
- World Food Programme (WFP). 2010b. Prodoc: Protracted relief and recovery operation (PRRO) Rwanda 10531.0 - Assistance to refugees and recovery support to host communities and the most vulnerable households.
- World Food Programme (WFP). 2007a. Prodoc: Protracted relief and recovery operation (PRRO) Rwanda 10531.0 - Assistance to refugees and recovery operations for the most vulnerable households.
- World Food Programme (WFP). Standard Project Reports.
- _____. 2010. Standard Project Report. PRRO 200030: *Assistance to Refugees and Recovery Support to the Most Vulnerable Households*.
- _____. 2007, 2008, 2009, 2010. Standard Project Reports, PRRO 105310: *Assistance to Refugees and Recovery Operations for the Most Vulnerable Households*.
- World Food Programme and UNHCR. 2011a. Terms of Reference: The Contribution of Food Assistance to Durable Solutions in Protracted Refugee Situations: its impact and role in Rwanda (2007-2011): A Mixed Method Impact Evaluation.
- World Food Programme and UNHCR. 2011b. Joint Assessment Mission 2011: Rwanda. 29 September.
- World Food Programme and UNHCR. 2008a. Joint Assessment Mission 2008: Rwanda. Review of assistance to Congolese and Burundian refugees 19 November – 26 November 2008.

Annex 20: Acronyms

ADRA	Adventist Development and Relief Agency
AHA	Africa Humanitarian Action
ARC	American Refugee Committee
ART	Antiretroviral therapy
BCG	Bacille Calmette-Guérin (tuberculosis vaccine)
CAADP	Comprehensive Africa Agriculture Development Programme
CFW	Cash for work
CSI	Coping Strategy Index
CSB	Corn soya blend
CFSVA	Comprehensive Food Security and Vulnerability Analysis and Nutrition Survey
CWT	Community Watch Team
DRC	Democratic Republic of Congo
EB	Executive Board
EDPRS	Economic and Development and Poverty Reduction Strategy
EQAS	Evaluation Quality Assurance System
FAWE	Forum for African Women Educationalist
FCS	Food Consumption Score
FFA	Food for Assets
FFT	Food for Training
FFW	Food for Work
FGD	Focus Group Discussion
GAM	Global acute malnutrition
GBV	Gender-based violence
GFD	General food distribution
GoR	Government of Rwanda
GTZ	German Technical Cooperation
HDDS	Household Dietary Diversity Score
JAM	Joint Assessment Mission
JRS	Jesuit Refugee Services
HDI	Human Development Index
IDP	Internally displaced person
IGA	Income-generating Activity
IGP	Income-generating Project
IP	Implementing Partner
LBW	Low birth weight
LTSH	Landside Transport, Storage and Handling
MIDIMAR	Ministry of Disaster Management and Refugee Affairs
MINALOC	Ministry of Local Government and Social Affairs
NFI	Non-food item
NGO	Non-governmental organization
OE	Office of Evaluation
PCA	Principal component analysis
PDA	Personal digital assistant
P4P	Purchase for Progress
PLWHA	People living with HIV and AIDS
PMTCT	Prevention of Mother-to-Child Transmission
PRRO	Protracted Relief and Recovery Operations

SFP	Supplementary feeding programme
SGBV	Sexual- and gender-based violence
SFP	Supplementary Feeding Programme
SLA	Savings and Loan Association
SO	Strategic Objective
SPA	Summary Protection Assessment
SPR	Standard Project Report
TFP	Therapeutic feeding programme
ToR	Terms of Reference
VCT	Voluntary Counselling and Testing
WFP	World Food Programme
UNDAF	United Nations Development Assistance Framework
UNHCR	United Nations High Commissioner for Refugees
UNICEF	United Nations Children's Fund
USAID	United States Agency for International Development
VSLA	Voluntary Savings and Loan Association

Office of Evaluation
www.wfp.org/evaluation



World Food Programme