

Research Terms of Reference

Youth on the Move: Preparing for the Journey to Italy
REACH Support to the Mixed Migration Platform

June 2017
Draft V2

REACH Informing
more effective
humanitarian action

1. Summary

Country of intervention	Italy					
Type of Emergency		Natural disaster		Conflict		Emergency
Type of Crisis		Sudden onset	X	Slow onset		Protracted
Mandating Body/ Agency	DfiD, FDFFA/Mixed Migration Platform (MMP)/Mixed Migration Hub (MHub)					
Project Code						
REACH Pillar		Planning Emergencies	in X	Displacement	X	Building Community Resilience
Research Timeframe	24 th May – 30 th August 2017					
General Objective	To gain an in-depth understanding on how migrant youth prepare for their journey to Europe, in terms of access to information, travel arrangements, and access to support services, as expected and throughout the journey to Italy.					
Specific Objective(s)	<p>The specific objectives of this study are to:</p> <ul style="list-style-type: none"> - Understand what kind of access to information, resources and services migrant youth have across: <ol style="list-style-type: none"> 1. Preparation for the journey 2. The journey itself 3. How the experience compared to expectations 4. How these differ between different profiles (ages, region of origin) 					
Research Questions	<ol style="list-style-type: none"> 1.1. Information <ol style="list-style-type: none"> 1.1.1. How do migrant youth access information – <ol style="list-style-type: none"> 1.1.1.1. When preparing for the journey? 1.1.1.2. During the journey? 1.1.2. How do their expectations around access to information before the journey compare to their experiences accessing information during the journey? 1.2. Resources <ol style="list-style-type: none"> 1.2.1. How do migrant youth access resources - <ol style="list-style-type: none"> 1.2.1.1. When preparing for the journey? 1.2.1.2. During the journey? 1.2.2. How do their expectations around access to resources before the journey compare to their experiences accessing resources during the journey? 1.3. Services <ol style="list-style-type: none"> 1.3.1. How do migrant youth access services - <ol style="list-style-type: none"> 1.3.1.1. When preparing for the journey? 1.3.1.2. During the journey? 1.3.2. How do their expectations around access to services before the journey compare to their experiences accessing resources during the journey? 					
Research Type		Quantitative	X	Qualitative		Mixed methods
Geographic Coverage	Italy					

Target Population(s)	The assessment will target migrant youth (defined as 15-24 years of age) who arrived in Italy between 2016 and 2017.																			
Data Sources	<p>Secondary Data:</p> <ul style="list-style-type: none"> REACH and MHub will build the research on existing database and research studies undertaken by the different partners and humanitarian actors active in Italy; <p>Primary Data:</p> <ul style="list-style-type: none"> A minimum of 80 semi structured interviews with refugee and other migrant youth (ages 15-24) who arrived in Italy between 2016 and 2017, conducted by REACH and MHub – July and August 2017. 																			
Expected Outputs	<ul style="list-style-type: none"> - 1 assessment terms of reference (ToR) - 1 preliminary findings presentation - 1 overall report 																			
Key Resources	MMP Analyst REACH Assessment Officer REACH Italy Enumerator Team MHub Assessment Officer MHub Italy Enumerator Team																			
Humanitarian milestones	<table border="1"> <thead> <tr> <th></th> <th>Milestone</th> <th>Timeframe</th> </tr> </thead> <tbody> <tr> <td></td> <td>Cluster plan/strategy</td> <td></td> </tr> <tr> <td></td> <td>Inter-cluster plan/strategy</td> <td></td> </tr> <tr> <td>X</td> <td>Donor plan/strategy</td> <td>2017 - 2018</td> </tr> <tr> <td></td> <td>NGO plan/strategy</td> <td></td> </tr> <tr> <td></td> <td>Other</td> <td></td> </tr> </tbody> </table>			Milestone	Timeframe		Cluster plan/strategy			Inter-cluster plan/strategy		X	Donor plan/strategy	2017 - 2018		NGO plan/strategy			Other	
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X	Programmatic	Humanitarian and development actors working with migrant youth arriving in Italy																		
X	Strategic	European Governments																		
	Other																			
Access	X	Public (available on REACH research center, MHub web page and other humanitarian platforms)																		
		Restricted (bilateral dissemination only upon agreed dissemination list, no publication on REACH or other platforms)																		
		Other																		
Visibility	REACH, MMP, MHub, DfID and FDFA visibility																			
Dissemination	<p>1. Research design and analysis phase:</p> <ul style="list-style-type: none"> - Presentation of research design at relevant working groups - Country level joint analysis workshop - Presentation of findings at relevant cluster meetings <p>2. Post publication</p> <ul style="list-style-type: none"> - Dissemination by REACH to partners at country level (via email) - Dissemination by MMP to partners at regional level (via email) - Dissemination by MHub to partners at regional level (via email) - Dissemination by MHub to partners at regional consultations - Upload onto relevant web portals (including the MMP website; MHub website; REACH Resource Centre; Humanitarian Response Info; ReliefWeb; etc.) 																			

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- Blog post on MMP and REACH websites
 - Potential conference paper (with support from MMP analyst in Amman)
 - Publication of the outputs (with support from MHub)

2. Background & Rationale

Over 100,000 refugee and migrant children, of whom more than 33,800 unaccompanied and separated children (UASC) (34 per cent), arrived in Europe in 2016.¹ The vast majority of them entered Europe irregularly through the two main gateways to the continent: Italy, using the Central Mediterranean sea route, or Greece, transiting through the Eastern Mediterranean route from Turkey, mostly via sea.

From January to May 2017, REACH in partnership with UNICEF, conducted an assessment on the profiles and experiences of children who arrived in Italy and Greece in 2016 and 2017, why they left home, the risks children encountered on their journey and their life once in Europe. REACH found that less than half (43%) of children interviewed in Sicily did not think about the risks of the journey before leaving their country of origin.¹ Furthermore, children reportedly had often left their country without informing their parents or caretakers. While this assessment provided rich information and a clearer understanding on how and why UASC migrate to Italy and Greece, it did not investigate how children prepared for the journey, in terms of how much time they had between deciding to leave and their departure, what resources were available, and what their expectations were. This assessment, in turn, seeks to build off REACH Italy's research and findings.

While "Children on the Move in Italy and Greece" focused on UASC, this assessment seeks to explore the experiences of youth, defined by UNESCO as persons between 15 and 24 years of age², in order to better understand how experiences and abilities vary or do not vary within certain age brackets, the most important being to investigate potential differences in preparedness between children who leave between 14 and 17 years old and young adults, beginning the journey when aged between 18 to 22. The "Children on the Move to Italy and Greece" demonstrated that, as the trip lasts 9 months on average, youth leave their countries of origin as children (under the age of 18), but either turn 18 during transit (especially during prolonged transit where they often have to work for several months to pay for their trip), or upon arrival in Italy. This study will build on the findings from "Children on the Move in Italy and Greece" by considering migrant youth, many of whom may have left their countries of origin as children.

With migrant youth (ages 15-24) as a target group, the assessment seeks to better understand how migrant youth prepare for their journey. In particular it will focus on how migrant youth prepare to leave their country of origin and how they prepare for the sea crossing to Italy, in terms of what information they trust and have access to, how they finance the journey and what their expectations are. The study will also look at what access to services migrant youth expected on the journey, whether support was in fact available and what would have been helpful for them on the journey. The aim will be to understand how and whether the level of preparation for the journey can minimise the risk of exploitation for youth crossing the Mediterranean.

3. Research Objectives

The overall objective of this research is **to understand how migrant youth prepare for migration.**

The specific objectives of this study are to:

- Understand what kind of **access to information, resources and services migrant youth have across:**
 1. The preparation for the journey
 2. The journey itself
 3. How the experience compared to expectations
 4. How these differ between different profiles (ages, nationalities)

4. Research Questions

- 1.1. Information
 - 1.1.1. How do migrant youth access information –
 - 1.1.1.1. When preparing for the journey?

¹ REACH/UNICEF, Children on the move in Italy and Greece, forthcoming.

² UNESCO: <http://www.unesco.org/new/en/social-and-human-sciences/themes/youth/youth-definition/>

- 1.1.1.2. During the journey?
 - 1.1.2. How do their expectations around access to information before the journey compare to their experiences accessing information during the journey?
- 1.2. Resources
 - 1.2.1. How do migrant youth access resources -
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 - 1.3.1.2. During the journey?
 - 1.3.2. How do their expectations around access to services before the journey compare to their experiences accessing resources during the journey?

5. Methodology

5.1. Methodology overview

The project will use a qualitative approach. REACH and MHub, in coordination with IOM and UNICEF, will capture qualitative information through the semi-structured interviews of a minimum of 80 respondents. Data collection will be conducted by a total of eight staff in three regions of Italy, namely Sicily, Latium and a third region to be identified in cooperation with the partners. REACH will be responsible for two data collection teams consisting of four REACH enumerators and one REACH team leader (Assessment Officer). MHub will be responsible for a second data collection team consisting of two MHub enumerators and one MHub team leader (Assessment Officer). REACH will oversee data collection undertaken by the MHub team, which will report directly to the REACH Assessment Officer.

The semi-structured interview will on the one hand enable assessment teams to collect demographic, socio-economic and general background data primarily through closed questions, while also creating the space and opportunity for teams to ask more nuanced and multifaceted questions relating to access and use of information and resources prior to travel, preparation prior to travel, and access to services. Primary data will be then triangulated with secondary data sources.

5.2. Population of interest

The assessment will target migrant youth (defined as 15-24 years of age) who have arrived in Italy between 2016 and 2017. The assessment is interested in both youth who have arrived in Italy via the Central Mediterranean corridor as well as the Eastern Mediterranean corridor.

5.3. Secondary data review

The initial secondary data review will help to identify issues around child and youth migration to Italy, better informing indicator choices and the creation of the data collection tool. Analysis of survey findings will be influenced by the outcome of secondary data review.

More specifically, the aim is to align this assessment with existing datasets containing complementary information, with the primary purpose of building on the results of the REACH Italy recent assessment on "Children on the Move in Italy and Greece".

5.4. Primary Data Collection

Having completed the secondary data review, an indicator list will be developed, indicating which themes will be covered by which part of the survey. A qualitative approach will be used to ensure in-depth data collection is carried out. Questions will be largely semi-structured, with a small number of prompts provided to allow for open discussion, including key structured questions to gather respondent characteristics, making sure as much relevant information is gathered during the process.

A minimum of 60 interviews will take place, with around thirty interviews conducted for each of the following youth age groups.

- Youth aged 15-17

- Youth aged 18-21
- Youth aged 22-24

Region of origin	Age Group			Total Interviews
	15-17	18-21	22-24	
Middle East	9	9	9	27
West Africa	9	9	9	27
East Africa	9	9	9	27
				81

As the REACH UNICEF study has revealed that refugee and migrant's children journey last for an average of 9 months, this age disaggregation will allow to capture potential discrepancies between preparedness between children and young adults. Some youth leave home as official children but become official adults either during the journey or just upon arrival in Italy before they are able to register. We are therefore breaking youth down into three groups: youth aged 15-17, youth aged 18-21 and youth aged 22-24. Youth 15-17 were children when they left their homes, and were children for all of the journey to Italy. As children throughout the journey we are interested to see how their experiences differ from those of youth who may have begun the journey as children, but became official adults (18 years of age) during the journey or upon immediate arrival in Italy and those who began their journey as official adults. This second group will consist of youth 18-21, many of whom likely left home as children themselves. Finally, we will also look at youth aged 22-24 who were likely to have been official adults when they left home, and adults for all of the journey.

Purposive sampling will be used to select participants which fit the criteria, as this is a comparative study. Sampling will target both male and female youth that fall into the age and time parameters. REACH and MHub will identify focus countries in all three regions – the Middle East, East Africa and West Africa - and will work to ensure these nationalities are well represented in findings. REACH will aim to achieve stratification per region of origin.

Once a final draft tool is created, enumerators will be trained on its delivery, and the tool will be piloted with participants to ensure all questions are clear. A final training will be held to cover any changes needed, to be identified during the pilot. All staff will receive training in the appropriate administration of surveys, including their introduction to the participants (highlighting the confidentiality of the information, and the intended use of the data). Protection concerns shall be reported to the Senior Field Officer and Assessment Officer, and if necessary referred to the Protection cluster.

Throughout the assessment, both REACH and MHub will be responsible for ensuring that the following principles are respected:

- **The Do no/less harm principle:** the project design will minimize the harm that may be inadvertently caused to participants during its implementation. In this view, the research design chosen minimize the risk of affecting the psycho-social well-being of the participants, and requires that in case of emerging concerns data collection activities shall be interrupted.
- **Respect:** All evidence generating activities will ensure respect for all persons. Respect demands individuals be treated as autonomous agents. An autonomous agent is an individual capable of deliberation about personal goals and of acting under the direction of such deliberation. To respect autonomy is to give weight to autonomous persons' values, preferences, and beliefs and to recognize their capability for self-legislation, their ability to make judgments, to state their opinions and to make choices.
- **Informed consent:** For any primary data collection, informed consent is obtained by the respondent; if the respondent is a child, this entails assent by the child and informed consent by their guardian (in most cases, the reception centre coordinator).
- **Confidentiality and Professionalism:** The data collection methodology requires that all interviews and related activities take place in an appropriate location where privacy of all respondents is ensured, and it also outlines appropriate procedures for the collection, treatment and disclosure of confidential information. REACH personnel

will devote equal attention to all reported cases. It will ensure minimal dispersion of confidential information and that all communication is done in order to reduce communication leaks or any violation of the privacy of the participant.

- **International best practices and instruments:** REACH personnel will receive a specific training on how to report child protection issues. They will be provided with tailored training materials as well as with reporting instruments such as: (1) the Child Protection Checklist; (2) the Referral Form, (3) the Referral Side Guide, (4) Reporting Form;

The survey will be designed and noted in written format. The process will work in a 2-day iterative cycle, with interviews being conducted one day, and transcribed into English by the enumerator, and analysis taking place the second day. This process allows for issues to be picked up early and can be used to inform the cycle and improve the quality of data collection. Each enumerator will debrief with the Assessment Officer each night, focusing on more complex, open questions. REACH and MHub Assessment Officers will in turn debrief on at least a biweekly basis. Debriefing will ensure issues previously not covered, or issues that we want further information on collected during the assessment can be explored. In conclusion, the enumerators will be responsible for providing in-depth notes. The Assessment Officer is responsible for receiving the translated notes, and providing feedback and discussing issues with the Senior Field Officer.

5.5. Data Analysis Plan

For the benefit of this qualitative analysis, data will be broken down by sub-groups and other relevant features in order to better explore possible relationships between key characteristics of respondents. This process thus begins with a short section containing closed questions, asking about respondent's age, gender, time of travel to and from Europe and basic socio-economic details. Commonly used qualitative analysis procedures will be employed, identifying key themes and mechanisms within the data.

The analysis will focus on:

- **Frequency:** analysis will take into account the number of times key information is reported throughout the surveys. However, as per best research practice, frequency has not been associated with higher or lower importance. Frequency will inform the analysis on how much these specific issues are spread amongst the research target groups.
- **Specificity:** more emphasis will be given to specific, detailed issues that were reported, always taking into account bias of the respondents.
- **Extensiveness:** extensiveness of comments will be linked to how many different participants have reported a specific comment or issue.

6. Product Typology

Table 1 : Type and number of products required

Type of Product	Number of Product(s)	Additional information
<i>Assessment Terms of Reference</i>	1	
<i>Preliminary findings presentation</i>	1	
<i>Overall report</i>	1	

7. Management arrangements and work plan

7.1. Roles and Responsibilities, Organogram

Table 2: Description of roles and responsibilities

Task Description	Responsible	Accountable	Consulted	Informed
<i>ToR/Analysis Plan Development/Sampling</i>	MMP Analyst REACH Assessment Officer	MMP Analyst	REACH HQ / MHub	

Secondary data review	REACH Assessment Officer MHub	MMP Analyst	REACH HQ	
Tools development and piloting	REACH Assessment Officer MMP Analyst	MMP Analyst	MHub	
Primary data collection, transcribing and translation for region covered by MHub	MHub	REACH Assessment Officer		REACH HQ
Primary data collection, transcribing and translation for regions covered by REACH	REACH Assessment Officer	REACH Assessment Officer		REACH HQ/MHub
Data Analysis	REACH Assessment Officer MMP Analyst	MMP Analyst	REACH HQ / MHub	
Output production – Drafting of report	MMP Analyst, REACH Assessment Officer	MMP Analyst		REACH HQ/MHub
Output review and feedback	REACH HQ/MHub	MMP Analyst		
Dissemination	MMP Analyst, MHub	MMP Analyst	REACH HQ	

Responsible: the person(s) who execute the task

Accountable: the person who validate the completion of the task and is accountable of the final output or milestone

Consulted: the person(s) who must be consulted when the task is implemented

Informed: the person(s) who need to be informed when the task is completed

7.2. Resources: HR, Logistic and Financial

Human Resources deployed in the country: REACH and MHub team will be responsible for data collection in Italy, each team will be composed by an Assessment Officer and two enumerators/project assistant, presenting complementary language skills;

Locations: REACH Italy Country team will be responsible for data collection in Sicily and in a second Italian region other than Latium to be identified in coordination with the partners. MHub team will be responsible for data collection in Rome.

In order to ensure full alignment in data collection methodology and practices MHub and REACH country teams will engage in a joint tool development, training and piloting process.

7.3. Work plan

Months	May		June				July				August				September	
Weeks	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2
Desk review																
Kick-off meeting																
Develop research design																

Incorporate feedback and finalize research design																			
Develop tools																			
Incorporate feedback and finalize tools																			
Staff recruitment																			
Staff training																			
Secondary data review																			
Primary data collection																			
Preliminary data analysis																			
Output production																			
Validation of outputs (HQ)																			
Dissemination																			

8. Risks & Assumptions

Table 3: List of risks and mitigating action

Risk	Mitigation Measure
<i>Partners and/or government entities (reception centers) are unwilling to cooperate</i>	Clear communication and outreach to key stakeholders conducted during initial stages of the project
<i>Participants are unwilling to participate in assessment</i>	Clear communication about the objectives of the assessment to help relay the value of the data collected; replacement sample strategy in case of refusal to participate

9. Monitoring and Evaluation

IMPACT Objective	External M&E Indicator	Internal M&E Indicator	Methodology	Focal point	Tool	Research-specific information (to be filled by country team for each research cycle/ToR)
Humanitarian stakeholders are accessing IMPACT products	Number of humanitarian organisations accessing IMPACT services/products	# of downloads of x product from Resource Center	User monitoring	Country request to HQ	User_log	
		# of downloads of x product from Relief Web		Country request to HQ		
	Number of individuals	# of downloads of x product from Country level platforms		Country team		

	accessing IMPACT services/products	# of page clicks on x product from REACH global newsletter		Country request to HQ		
		# of page clicks on x product from country newsletter, sendingBlue, bit.ly		Country team		
		# of visits to x webmap/x dashboard		Country request to HQ		
IMPACT activities contribute to better program implementation and coordination of the humanitarian response	Number of humanitarian organisations utilizing IMPACT services/products	# references in HPC documents (HNO, SRP, Flash appeals, Cluster/sector strategies)	Reference monitoring	Country team	Reference_log	
		# references in single agency documents				
Humanitarian stakeholders are using IMPACT products	Humanitarian actors use IMPACT evidence/products as a basis for decision making, aid planning and delivery	Perceived relevance of IMPACT country-programs	Usage M&E	Country team	Usage_Feedback and Usage_Survey templaye	
		Perceived usefulness and influence of IMPACT outputs				
	Number of humanitarian documents (HNO, HRP, cluster/agency strategic plans, etc.) directly informed by IMPACT products	Recommendations to strengthen IMPACT programs				
		Perceived capacity of IMPACT staff				
		Perceived quality of outputs/programs				
		Recommendations to strengthen IMPACT programs				
Humanitarian stakeholders are engaged in IMPACT programs throughout the research cycle	Number and/or percentage of humanitarian organizations directly contributing to IMPACT programs (providing resources, participating to	# of organisations providing resources (i.e. staff, vehicles, meeting space, budget, etc.) for activity implementation	Engagement Monitoring	Country team	Engagement_log	
		# of organisations/clusters inputting in research				

	<i>presentations, etc.)</i>	design and joint analysis				
		# of organisations/clusters attending briefings on findings;				

10. Documentation Plan

The following key documents and outputs should be filed for future reference :

- Assessment Terms of Reference
- Consolidated secondary data review matrix
- Primary data collection tracking matrix
- Clean primary dataset
- Primary data cleaning log

11. Annexes

1. Data Management Plan
2. Indicator list
3. Questionnaire

Annex 1 : Data Management Plan

Administrative Data	
Project Name	Youth on the Move: Preparing for the Journey to Italy
Project Code	
Donor	DfID, FDFA/MMP/MHub
Project partners	ACTED, IMPACT Initiatives, DfID, FDFA, MHub and MMP
Project Description	The overall objective is to gain an in-depth understanding on how migrant youth prepare for their journey to Europe, in terms of access to information, travel arrangements, and access to support services.
Project Data Contacts	vincent.annoni@impact-initiatives.org ; elisabeth.vikman@reach-initiative.org ; diana.ihring@reach-initiative.org
Data Collection	
What data will you collect or create?	This research contains two stages of data collection: 1. Secondary data review, 2. Primary data collection <ol style="list-style-type: none"> 1. Secondary data review: REACH will request to use all relevant and currently available data sources (UNHCR, IOM and other project partners) to inform the research design, and triangulate primary data collected. 2. Primary data collection: Primary data will be collected by REACH and MHub data collectors through semi structured interviews, with parameters identified through the secondary data review (e.g. interviewee characteristics; purposive sampling method).
How will the data be collected or created?	REACH and MHub will deploy data collection teams to key areas and reception centres. Notes will be taken and later transcribed into English by the enumerator. The REACH database officer will review incoming data for potential errors; check and verify any possible corrections with the data collection teams. Once data collection is completed, the final findings will be checked for errors, with any verifications and corrections made, recorded during qualitative data cleaning process. Findings and transcripts will be saved on the REACH server using REACH file name & document title standards. A copy of the findings and transcripts will be kept in the MHub server. Electronic File Name: REACH_Countrycode_typeofdocument_Crisisname_mandatingbody_MonthYear Document Title: Countrycode_producttype_crisisname_monthYear
Documentation and Metadata	
What documentation and metadata will accompany the data?	For better understanding and reuse of this assessment result as secondary data by stakeholders, REACH will produce a package of data, which contains cleaned database, factsheet, analysis, and maps. REACH will also add meta-data in the data-set of this assessment which contain: <ol style="list-style-type: none"> 1. Methodology of the assessment 2. Limitations of the methodology 3. Year of the survey 4. Geographical coverage of the survey 5. Tag of sectors/thematic covered by the assessment 6. Description of any composite variables created 7. Data cleaning log
Ethics and Legal Compliance	
How will you manage any ethical issues?	In accordance with the Code of Ethics and Conduct, REACH and MHub will ensure that every person from whom data is gathered for the purposes of research consents freely to the process on the basis of adequate information. They will also be able, during the data gathering phase, to withdraw freely or modify their consent and to ask for the destruction of all or part of the data that they have contributed. Throughout training of assessment teams, it will be emphasized that participants are not obliged to provide information they feel poses a risk to their well-being or if they feel this may cause a threat to their personal safety. Through constant feedback, such instances are reported to inform continuous improvements to training. Personal identifiable information will not be publicly disseminated to minimize/eliminate protection concerns for the assessed population. All data

	<p>will be aggregated to a location and no household identifiers will be publicly visible from the reports and maps.</p> <p>REACH and MHub will not collect personally identifiable data. The consent form will include a request for consent to share information collected, which will only occur under the following circumstances:</p> <ul style="list-style-type: none"> - For REACH internal use for the purposes of data management (i.e. avoiding duplicate data collection) - With donor / partner organization where data-sharing agreement exists, and only for humanitarian purposes - With partner organization and/ or agency where specific and urgent need occurs, for example urgent medical needs or for other referral mechanism. - With the owner (i.e. the assessed party) of the information if requested. <p>To protect the anonymity of respondents, especially for vulnerable groups like UASC, data will be accessible only by REACH, MHub and MMP staff members who have been previously granted access to the data.</p> <p>REACH will associate to each of the respondents an anonym code that will replace their names on the questionnaires and database. This will protect the basic personal information like names, job titles, age and gender of the participants.</p> <p>Contact information of the reception facilities, which is necessary for the Field Coordinator to inform them of upcoming data collection visits, will be recorded in a spreadsheet shared by email only with REACH, MHub and MMP staff members who are directly involved with the assessment. This information will not be disseminated further under any circumstance.</p> <p>If REACH/MHub encounter individual cases which raise acute protection concerns, the Mandatory Reporting Form will be filed and shared with qualified judicial authorities within 24h;</p>
Storage and Backup	
<p>How will the data be stored and backed up during the research?</p>	<p>All REACH staff laptops, mobile devices and email accounts will be password-protected. Data will be exported on a monthly basis for backups on external drives and a password-protected Drop Box account. The database files will be encrypted and the encryption password shared only with REACH staff directly involved in the assessment.</p> <p>When collected on a paper form, the original data collection forms will be physically archived by REACH Field Coordinator for a period of no more than 30 days. This period is necessary to allow the Field Coordinator to follow up on any anomalies in the reported data. At the end of two months, the Field Coordinator will destroy the original forms to avoid undue risks.</p> <p>REACH Italy hosts the data temporarily on its server for the purpose of the analysis only. Once the analysis is over, data will be stored in REACH HQ Geneva's password-protected server. MHub will keep a copy of the data set on its own secure server. The database files themselves will be encrypted and the encryption password shared only with REACH/MHub staff directly involved in the assessment project.</p> <p>After the transfer to REACH HQ Geneva's server, data will be erased both from REACH Italy external hard drives, and Drop Box account.</p> <p>REACH Italy staff who need to access this data will be required to obtain a specific individual and time bound authorization, from Geneva REACH HQ officer in charge. No data will be retrieved without specific authorization.</p> <p>Full compliance to IOM data protection guidelines will be ensure throughout the project phase.</p>
Selection and Preservation	
<p>Which data should be retained, shared, and/or preserved?</p>	<p>REACH will not destroy any of the data set included in this research but will apply information anonymization policy (replacing sensitive fields in the data into codes) to ensure the sensitive information of participants will not be shared with irrelevant parties.</p>
<p>What is the long-term preservation plan for the dataset?</p>	<p>Due to data security REACH will not keep any paper form (hard filling) from this assessment's data-set, The data set of this assessment will be archived virtually on the REACH country server, and global cloud as REACH primary data. MHub will keep a copy of the data set on its own secure server. REACH or other stakeholders can benefit from this information in future assessments, reports, and proposals.</p>
Data Sharing	
<p>How will you share the data?</p>	<p>The processed data (completed, cleaned, analyzed, and validated data) will be shared with all stakeholders through HDX web portal, humanitarianreponse.info website and REACH resource center. A copy of the dataset will be provided to the partners upon request. Any anonymized secondary data incorporated in these datasets will be fully</p>

	referenced, acknowledging the original data source.
Are any restrictions on data sharing required?	REACH will apply restrictions only on those data-sets which contain sensitive information such as beneficiary contact details, personal information and complainant identity. REACH will apply an anonymization policy, unlinking all sensitive information from the dataset while ensuring a unique record identifier is in place that enables reconnection of the information.
Responsibilities	
Who will be responsible for data management?	<ul style="list-style-type: none"> - The Assessment Officer will be responsible for creating, drafting and revising the data management plan, under the direct supervision of GIS Global Manager and Assessment Manager. He/she will also create data documentation and share data as needed with MMP and REACH Geneva HQ. - The Field Coordinator will be responsible for communicating any relevant changes in data management policy to REACH enumerators. - The Assessment Officer will also be responsible for ensuring full staff compliance with the data management plan on a day-to-day basis, and particularly for ensuring regular backups of all project files to an external drive. - Once the data analysis is completed, the Assessment Officer will be in charge of transferring all data to REACH Geneva HQ and MHub offices - A specifically designated person at REACH Geneva HQ will be responsible to store data both on an external drive and on the office. This person will also be in charge of giving specific individual and time bound authorization to REACH Italy staff to retrieve data, if needed. - Once the transfer and storage in REACH Geneva and MHub offices in Cairo has occurred, the Assessment Officer will be in charge of erasing data from Drop Box and external drivers in Italy. - The Assessment Manager will be responsible for negotiating any significant changes to the above data management plan or data sharing policies in close collaboration with MMP. - All staff members are responsible for password-protecting their laptops and mobile devices and keeping all account passwords confidential.

Adapted from:

DCC. (2013). Checklist for a Data Management Plan. v.4.0. Edinburgh: Digital Curation Centre. Available online: <http://www.dcc.ac.uk/resources/data-management-plans>

Annex 2 : Indicator List

Indicators	
RQ_A1	Age of respondent
RQ_A2	Sex of respondent
RQ_A3	Country of origin
RQ_A4	Country of journey origin
RQ_A5	literacy level
RQ_A6	Highest level of education attained
RQ_A7	Social resources in the country of origin
RQ_A8_1	Date left country of origin
RQ_A8_2	Date of arrival in Italy
RQ_A8_3	Social resources accessed before departure
RQ_A8_4	Financial resources accessed before departure
RQ_A8_5	In-kind resources accessed before departures
RQ_A8_6	Information accessed before departure

RQ_A9_1	Services accessed during the journey
RQ_A9_2	Social resources accessed during the journey
RQ_A9_3	Information accessed during the journey
RQ_A9_4	Financial resources accessed during the journey
RQ_A9_5	Smuggling network accessed
RQ_A9_6	Financial network accessed
RQ_A10_1	Expectations vs. experience in access to information
RQ_A10_2	Expectations vs. experience in access to services
RQ_A10_3	Expectations vs. experience in access to resources

Annex 3 : Data Analysis Plan

RQ Number		Research question	Sub-questions	Stratification	Analysis	
1	Information	How do migrant youth access information	when preparing for the journey?	1) age group 2) region of origin	By source of information	
			During the journey?		By source of information, place	
		How do their expectations around access to information before the journey compare to their experiences accessing information during the journey?			By education level conditions	
2	Resources	How do migrant youth access resources -	when preparing for the journey?		1) age group 2) region of origin	By type of resource
			During the journey?			By type of resource
		How do their expectations around access to resources before the journey compare to their experiences accessing resources during the journey?				By education level conditions
3	Services	How do migrant youth access services	when preparing for the journey?	1) age group 2) region of origin		By type of service
			During the journey?			By type of service
		How do their expectations around access to services before the journey compare to their experiences accessing resources during the journey?				By education level conditions

Annex 4 : Questionnaire

Youth on the Move

Individual Interviews questionnaire



Hi, thank for your time first of all,

I am [name], I am from [place of birth], I am [age] years old and I work for REACH/MHub, a small organisation which tries to better understand the situation of people coming from [Africa/Middle East] between 15 and 24 years old and arrived in Italy after March 2016.

I do not work for police, Questura, Commissione, or any government, and I cannot help you with your documents.

May I ask you :

1. Where are you from?
2. how old are you
3. and when did you arrive in Italy?

Thanks a lot.

Today, I am here because I would like to talk with some of you about your experience. I write a short book/report which will tell your point of view on your journey, hoping that this will help other people. Is it a good time now to talk? It will take around 40 minutes.

We are writing this book to tell the real stories of people who lived your experience.

I am talking with many people, and I do not need to know your name and I cannot tell anyone that it was you to share this information. Your story will not be connected to your name.

For me it is really important that you feel free to participate. In case you do not want to do it, just be sure that nobody will know it. I know that many people have been forced to do things they did not want to do along the journey and it is really important to me that you feel comfortable to participate.

This conversation will not directly help you or your family. At the same time, I will really be happy if you want to share with me your experience. We can stop anytime and if you do not feel like answering some question, please tell me and we can skip it. If you agree, I will like to take notes while you speak, we can have a look together at the notes at the end if you want.

I will ask you questions about the countries you have crossed, why did you go and how did you live there.

Do you have questions for me at this point?

Ok thanks, then I will ask you to have a look at this paper [assent/consent form].

Date: _____

Time: _____

Location: _____

Enumerator name: _____

Questions		Answer
1.	How is going here in Italy?	(not compulsory)
2.	What languages do you speak?	
3.	Are you able to read and write in any of them?	<input type="checkbox"/> 1. Yes <input type="checkbox"/> 2. No <input type="checkbox"/> 3. Do not know <input type="checkbox"/> 4. Do not want to answer
4.	Did you go to school? If yes, for how many years?	<input type="checkbox"/> 1. No <input type="checkbox"/> 2. Yes, 1 – 5 years of school <input type="checkbox"/> 3. Yes, 6 - 9 years of school <input type="checkbox"/> 4. Yes, 10 - 12 years of school <input type="checkbox"/> 5. Yes, +12 years of school <input type="checkbox"/> 6. Do not know <input type="checkbox"/> 7. Do not want to answer
5.	Do you still have family in your country of origin?	_____ _____ _____
	Checklist	Prompts

	<input type="checkbox"/> parental status	How are they?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
	<input type="checkbox"/> Need for economic support	<p>Where do they live?</p> <p>Does someone in your family have a job? What kind of job?</p> <p>Is the salary enough to support your family?</p>	
6.	When did you begin to think that leaving would be a good thing for you?		<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
	Checklist	Prompts/options	
	<input type="checkbox"/> Time/Age	How old were you?	
	<input type="checkbox"/> Source of information	<ul style="list-style-type: none"> - Traditional media - Social network - Internet - Word-of-mouth 	
7.	When did you leave your country of origin?		<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
	Month/Year:		
8.	What did you do the day before and on the day you left?		<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
	Checklist	Prompts	

9	Can you tell me about your journey? Where did you stop?		<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
	Checklist	Prompts	
<input type="checkbox"/> First country of destination	When you left [CO], where did you plan to finish your journey?		

10.	Can you tell me about your time in [Stopover 1]		<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
	<u>REPEAT CHECKLIST FOR 4 MAIN STOPOVERS</u>		
	<u>Stopover 1:</u> _____		
	Checklist	Prompts	
	<input type="checkbox"/> Reason for choosing to go to location X	Why did you first go to X?	
	<input type="checkbox"/> Type of information used to choose to go to location X	How did you know about the location X?	
	<input type="checkbox"/> Source of information used to choose to go to location X	- Traditional media - Social network - internet - Word-of-mouth	
	<input type="checkbox"/> Transportation means to go to location X	How did you go to location X?	
<input type="checkbox"/> Financial resources to go to location X	How did you pay for [transportation mean used]?		

	<p>How much money did you think you needed before leaving?</p> <p>Did you think before leaving that this could have been an option?</p>	<hr/> <hr/> <hr/> <hr/>
<p><input type="checkbox"/> Human resources to go to location X</p>	<p>Did anyone help you? If yes, who? (for each, ask how and when they made contact)</p> <p>- smuggler?</p> <p>- Family/friends ?</p> <p>- NGO/UN ?</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p><input type="checkbox"/> Length of stay in location X</p>	<p>How long did you stay in X? Why?</p>	<hr/> <hr/> <hr/>
<p><input type="checkbox"/> Accommodation used in location X</p>	<p>Where did you sleep?</p> <p>How did you pay for it?</p> <p>How many people were there with you?</p> <p>How did you find out about it?</p> <p>(repeated for each accommodation)</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p><input type="checkbox"/> Access to food/water in location X</p>	<p>Did you had enough food/water in location X?</p>	<hr/> <hr/>
<p><input type="checkbox"/> Access to basic services</p>	<p>what was the biggest problem you had in location x</p> <p>Did you imagine that this would happen in Location X before getting there?</p>	<hr/> <hr/>

		- NGO/UN ?	
	<input type="checkbox"/> Length of stay in location X	How long did you stay in X? Why?	
	<input type="checkbox"/> Accommodation used in location X	Where did you sleep? How did you pay for it? How many people were there with you? How did you find out about it? (repeated for each accommodation)	
	<input type="checkbox"/> Access to food/water in location X	Did you had enough food/water in location X?	
	<input type="checkbox"/> Access to basic services	what was the biggest problem you had in location x Did you imagine that this would happen in Location X before getting there?	
12.	<p>Can you tell me about your time in [Stopover 3]</p> <p><u>REPEAT CHECKLIST FOR 4 MAIN STOPOVERS</u></p> <p><u>Stopover 3:</u> _____</p>		
	Checklist	Prompts	
	<input type="checkbox"/> Reason for choosing to go to location X	Why did you first go to X?	
	<input type="checkbox"/> Type of information used to choose to go to location X	How did you know about the location X?	

<input type="checkbox"/> Source of information used to choose to go to location X	<ul style="list-style-type: none"> - Traditional media - Social network - internet - Word-of-mouth 	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<input type="checkbox"/> Transportation means to go to location X	How did you go to location X?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<input type="checkbox"/> Financial resources to go to location X	How did you pay for [transportation mean used]? How much money did you think you needed before leaving? Did you think before leaving that this could have been an option?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<input type="checkbox"/> Human resources to go to location X	Did anyone help you? If yes, who? (for each, ask how and when they made contact) <ul style="list-style-type: none"> - smuggler? - Family/friends ? - NGO/UN ? 	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<input type="checkbox"/> Length of stay in location X	How long did you stay in X? Why?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<input type="checkbox"/> Accommodation used in location X	Where did you sleep? How did you pay for it? How many people were there with you? How did you find out about it? (repeated for each accommodation)	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<input type="checkbox"/> Access to food/water in location X	Did you had enough food/water in location X?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

	<input type="checkbox"/> Access to basic services	what was the biggest problem you had in location x Did you imagine that this would happen in Location X before getting there?	
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14.	Can you tell me about your time in [Stopover 4] <u>REPEAT CHECKLIST FOR 4 MAIN STOPOVERS</u> Stopover 4: _____		<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
	Checklist	Prompts	
	<input type="checkbox"/> Reason for choosing to go to location X	Why did you first go to X?	<hr/> <hr/> <hr/> <hr/>
	<input type="checkbox"/> Type of information used to choose to go to location X	How did you know about the location X?	<hr/> <hr/> <hr/> <hr/>
	<input type="checkbox"/> Source of information used to choose to go to location X	- Traditional media - Social network - internet - Word-of-mouth	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
	<input type="checkbox"/> Transportation means to go to location X	How did you go to location X?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
	<input type="checkbox"/> Financial resources to go to location X	How did you pay for [transportation mean used]? How much money did you think you needed before leaving?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

	<p>Did you think before leaving that this could have been an option?</p>	<hr/> <hr/> <hr/> <hr/>
<p><input type="checkbox"/> Human resources to go to location X</p>	<p>Did anyone help you? If yes, who? (for each, ask how and when they made contact)</p> <p>- smuggler?</p> <p>- Family/friends ?</p> <p>- NGO/UN ?</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p><input type="checkbox"/> Length of stay in location X</p>	<p>How long did you stay in X? Why?</p>	<hr/> <hr/> <hr/> <hr/>
<p><input type="checkbox"/> Accommodation used in location X</p>	<p>Where did you sleep?</p> <p>How did you pay for it?</p> <p>How many people were there with you?</p> <p>How did you find out about it?</p> <p>(repeated for each accommodation)</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p><input type="checkbox"/> Access to food/water in location X</p>	<p>Did you had enough food/water in location X?</p>	<hr/> <hr/> <hr/> <hr/>
<p><input type="checkbox"/> Access to basic services</p>	<p>what was the biggest problem you had in location x</p> <p>Did you imagine that this would happen in Location X before getting there?</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

15	When did you arrive in Italy?	_____
	Month:	_____
	Year:	_____
	Length of travel:	_____
16	Let's imagine that tomorrow a friend of yours calls you asking for advice, what would you tell him that you did not know when you left?	_____

	Before leaving, what would you have liked to know about...	_____
	<input type="checkbox"/> Access to food/water	_____
<input type="checkbox"/> Access to shelter	_____	
<input type="checkbox"/> transportation	_____	
<input type="checkbox"/> stopovers	_____	
<input type="checkbox"/> Financial resources	_____	
<input type="checkbox"/> Social resources	_____	
17	DE-ESCALATION: Do you have plans for later today?	

To be filled by the enumerator at the end of the interview

18	Age of respondent	_____
19	Sex of respondent (DO)	Male Female
20	Country of origin	
21	Nationality	
22	Other comments	

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