**Regional Refugee Response
for the Ukraine Situation**

Reporting Guidelines:
Humanitarian Activities
version 1.1

Regional Refugee Response Plan 2024 - Poland

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1. Context and Background

To ensure that the humanitarian assistance is coordinated in a coherent and complementary way amongst the different humanitarian actors, UNHCR leads the development of Refugee Response Plans (RRPs). These plans support host governments to protect refugees in large and complex refugee situations through international solidarity. Refugee Response Plans (RRP) are developed to respond to the needs of a specific refugee population. In 2012 the first RRP was developed, the Syria RRP, which addressed the needs of Syrian refugees in Lebanon, Jordan, Turkey, Iraq, and later Egypt was added.

Refugee Response Plans serve as the base from which to implement a strategy and activities as well as advocate for refugee situations in close collaboration with host governments and other partners. A Refugee Response Plan:

- Provides a platform and tools to properly plan and coordinate an inter-agency response
- Raises the profile of refugee assistance
- Raises funds for partners
- And provides an overarching vision and coherent engagement in refugee responses in alignment with host government strategies.

While the Government has the primary responsibility to protect refugees, partners of the 2024 RRP will continue to coordinate with authorities under the Refugee Coordination Model (RCM) in a complementary and cohesive manner, ensuring that multisectoral activities are in line with Government priorities, are impactful and address refugee needs in accordance with 2024 RRP strategic Objectives:

1. Refugees have effective access to legal status, protection, and rights in host countries.
2. Refugees with specific needs and vulnerabilities have access to targeted support and assistance.
3. Refugees' socio-economic inclusion in their host communities is strengthened and their self-reliance increased.
4. The social cohesion between refugee and host communities is reinforced.

i.   Why should I report activities and funding to UNHCR?

Each partner has submitted two types of information to the Refugee Response Plan for Poland, (1) planned projects and targets, (2) budgetary needs.
This information expressed the objectives of your organizations and what you are planning to achieve (targets), as well as the financial needs you have, to achieve these goals.

Reporting will therefore also focus on both dimensions: on the achievement of your targets, meaning how many people have been reached, as well as how many funds have been received, have the financial needs been covered or do any major gaps exist.

The reporting activity adheres closely to and aligns with the minimum commitments expected for the engagement of humanitarian actors:

1. Adhere to humanitarian principles and principles of partnership.
2. Active participation in the sector and a commitment to consistently engage in the sector's collective work and make capacity available for this.

3. Participate in actions that specifically improve accountability to affected populations[1].
4. Help to develop and disseminate advocacy and messaging for relevant audiences.
5. Take on leadership responsibilities as needed and as capacity and mandates allow.
6. Capacity and willingness to contribute to the sector's response plan and activities.
7. Commitment to mainstream key programmatic cross-cutting issues.
8. Commitment to work cooperatively with other sector partners to ensure an optimal and strategic use of available resources, and share information on organizational resources.

According to the Refugee Coordination Model UNHCR[2], jointly with the Government of Poland, is leading the coordination of the humanitarian response in Poland and by that acts as coordinating agency. The UN General Assembly Resolutions have confirmed the RCM and UNHCR's mandate to lead and coordinate the refugee response[3]. In its function as coordinating agency UNHCR ensures the functioning of the sector and inter-sector coordination and develops the regional refugee response plan to highlight the needs of the people of concern towards the public. The role of advocate for the humanitarian community and as coordinating agencies necessitates a high level of information that can be used to underline the needs but also highlight the results achieved. For this reason, UNHCR asks agencies to report.

Regular reporting on activities implemented and funding received by refugee response partners for the Ukraine situation is crucial for several reasons:

1. **Coordination and Collaboration:** Reporting ensures that all involved partners are aware of each other's activities. This promotes better coordination, prevents duplication of efforts, and maximizes the impact of available resources. It helps in creating a comprehensive overview of the collective response to the refugee situation.
2. **Transparency and Accountability:** Regular reporting fosters transparency within the humanitarian response. It allows partners to share information about the projects they are implementing, the progress made, and the challenges faced. This transparency enhances accountability, as partners can be held responsible for delivering on their commitments.
3. **Resource Allocation:** By reporting on funding received, partners contribute to a clearer understanding of the financial resources available for the refugee response. This information is crucial for effective resource allocation, allowing organizations to identify gaps, prioritize needs, and mobilize additional support where necessary.
4. **Adaptation to Changing Needs:** The refugee situation can evolve rapidly, and regular reporting enables partners to adapt their strategies in response to changing circumstances. By sharing information on activities and funding, partners can collectively assess whether the response is meeting the evolving needs of the refugees and host communities.
5. **Advocacy and Fundraising:** Timely and accurate reporting provides partners with the data needed for advocacy efforts. It helps in illustrating the impact of their work, justifying the need for continued support, and attracting additional funding from donors. Comprehensive reporting strengthens the overall case for sustained humanitarian assistance.
6. **Learning and Improvement:** Reporting serves as a tool for learning and improvement. Partners can analyze the effectiveness of their interventions, identify best practices, and learn from challenges. This iterative process allows for continuous improvement in the quality and efficiency of the refugee response.

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[1] IASC Revised Commitments on Accountability to Affected Populations and Protection from Sexual Exploitation and Abuse, 2017 (including Guidance Note and Resource List) | IASC (interagencystandingcommittee.org)
[2] Poland: Refugee Coordination Forum in Poland
[3] A/RES/69/152, A/RES/70/135

7. **Communication and Stakeholder Engagement:** Regular reporting facilitates communication with various stakeholders, including donors, government agencies, and the affected communities. It keeps all parties informed about the progress and challenges, fostering a sense of collaboration and shared responsibility.

In summary, regular reporting is a fundamental component of effective humanitarian response, ensuring that efforts are well-coordinated, resources are optimally utilized, and the needs of refugees and host communities are addressed in a transparent and accountable manner.
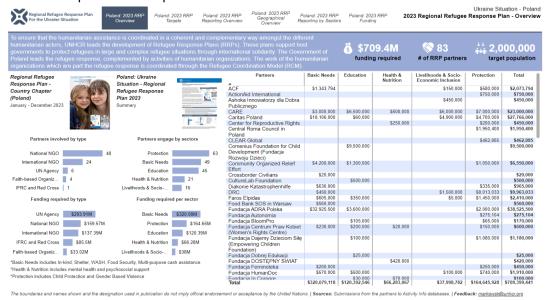
The key product of the reporting is the data and dashboard informing about active partners and the number of projects, progress on projects and indicators and the geographical coverage of agencies among voivodeships as well as the number of people of concern supported.

Additionally, to the dashboard the information collected via reporting is used for factsheets and funding information's for donors and the government of Poland.

The coordination of international protection, assistance and solutions is central to UNHCR's refugee mandate and derives from the High Commissioner's responsibility to ensure protection for persons of concern to UNHCR from the time they become a refugee or internally displaced person (IDP) until they find a solution, whether they live in urban or rural host communities or in camps, with other refugees and internally displaced people, with other populations affected by humanitarian crises, or in non-emergency settings.

ii. What happens to the data submitted

The data submitted is used for coordination, accountability, and increased transparency among agencies as well as towards the public. Two key products are updated quarterly and will help inform partners, donors and government counterparts of the response:

[2024 RRP Reporting Dashboard](4)

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[4] Product based on **5W** methodology (**W**ho is doing **W**hat, **W**here, **W**hen and **W**hy)

POLAND END-OF-YEAR ACHIEVEMENTS (2023)

Within the framework of the 2023 inter-agency Regional Refugee Response Plan (RRP) for the Ukraine Situation, 83 partners joined forces in Poland, in support of government-led efforts, to provide protection services and multi-sectoral humanitarian assistance to refugees from Ukraine, third country nationals seeking safety and other persons in need. Partners also focused their activities on promoting the socio-economic inclusion of refugees as well as social cohesion between refugees and their hosts. The figures were reported by RRP partners against the regional RRP indicators.*

- **2M** people targeted
- **$709.4M** funds requested
- **74% reached**
- **32% funded**
- **883.1k** people reached
- **$225.5M** funds received
- **83** RRP partners
- **46** RRP partners

Action Contre la Faim, Asfelsta Internestionry dla Dobra Publicznego, Center for Reproductive Rights, Central Roma Council in Poland, CLEAR Global, Comenius Foundation for Child Development (Fundacja Rozwoju Dzieci), Community Organized Relief Effort, CultureLab Foundation, Danish Refugee Council, Diakonie Katastrophenhilfe, Fenix Elpidas, Fundacja ADRA Polska, Fundacja Dajemy Dzieciom Siłę (Empowering Children Foundation), Fundacja DOSTĘPNY ŚWIAT/Fundacja HumanDoc, Fundacja Lasy Grochowskie, Fundacja New story, Fundacja UN Global Compact Network Poland, Habitat for Humanity Poland, Halina Nec Legal Aid Center, HIAS, Humanich Slava / Izek Watowanie Foundation, International Federation of Red Cross and Red Crescent Societies & Polish Red Cross (Polski Czerwony Krzyż), International Organization for Migration, International Orthodox Christian Charities, International Rescue Committee, Klub Inteligencji Katolickiej w Warszawie, Lutheran World Federation, Misja Dioecezalna w Europie, Multiculturalism & Migration Observatory, Nasz Wybor (Our Choice Foundation), Norwegian Refugee Council, Oxfam, Plan International, Polish Center for International Aid, Polish Humanitarian Action, Polish Migration Forum Foundation, Project HOPE, Save the Children, Stowarzyszenie MUDITA, TUTU - Podkarpackie Stowarzyszenie dla Aktywnych Rodzin, United Nations Children's Fund, United Nations High Commissioner for Refugees, United Nations Population Fund, Volunteer Center Lublin, World Health Organization

	Sector		People reached
	Protection	Individuals supported in accessing protection services	81k
		Children provided with child protection services	258.9k
		Participants trained on child protection and children's rights	3.7k
		GBV referral pathways established and functional	9
		Individuals reached through community outreach and prevention activities on GBV	313.1k
	Livelihoods & Socio-Economic Inclusion	Individuals supported in in livelihoods and socio-economic inclusion services and development programmes	50.1k
	Cash	Individuals who received cash assistance	203.9k
	Health & Nutrition	Consultations provided for mental health and psychosocial support	27.9k
		Individuals supported in accessing health care services	323.3k
		Individuals trained to provide health services to refugees and host populations	12.1k
	Education	Children enrolled in formal education in host countries	186.5k
		Children participating in non-formal education programmes	673.4k
	Protection from Sexual Exploitation and Abuse (PSEA)	PSEA network members and partner personnel trained on SEA risk mitigation, prevention and response	620
	Basic Needs	Individuals who received assistance for basic needs	334.6k

[End of the Year Final Report for Regional Refugee Response Plan for the Ukraine Situation 2023](#)

2. Funding and RRP

Being mentioned in the RRP as a partner does not mean that the organization will automatically receive funding from UNHCR or any other entities (e.g., international organizations or donors). Being an RRP partner indicates that an organization supports a joint response, integrates into an existing coordination structure, shares information, follows priorities, applies Core Humanitarian Standards (CHS)[5], and carries out a transparent response to ensure the maximum level of accountability.

Based on the data received, on behalf of all partners UNHCR will produce four quarterly updates showing funds received against the RRP appeal. The quarterly reports will include:
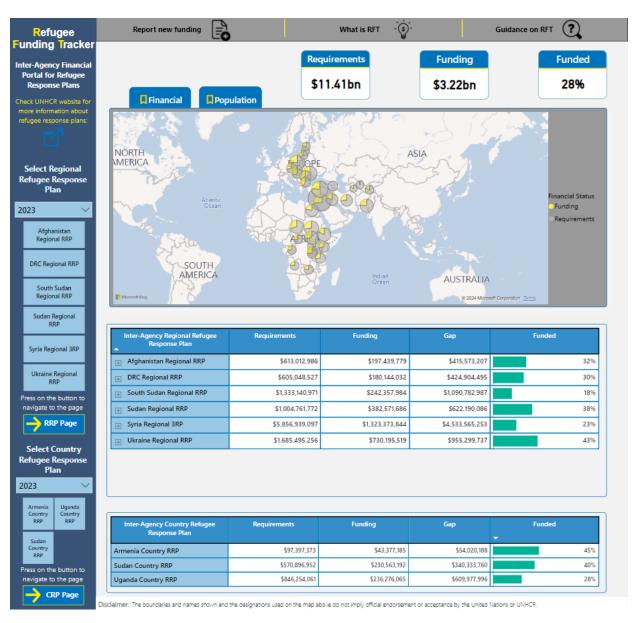1. Overall funding received compared to the RRP appeal budget.

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[5] [CHS 2024 (corehumanitarianstandard.org)](#)

2. Summary of funds provided by donors.
3. Summary of funds received per RRP country.
4. Summary of funds received by sector.
5. Summary of funds received by appealing organizations.
6. Summary of funds received by type of organization.

By committing to the above-mentioned approach, agencies highlight these quality criteria also towards donors increasing their potential for attracting additional funding. Nevertheless, agencies will have to apply for funding individually. Having expressed a financial need in the RRP, partners are requested to also inform to which degree they have been able to cover these needs during the year. This is done through the Ukraine Situation – RRP Refugee Funding Tracking (Standard Operating Procedure) system designed in Activity Info and displayed in the Refugee Funding Tracker dashboard:

Inter-Agency Regional Refugee Response Plan	Requirements	Funding	Gap	Funded	
Afghanistan Regional RRP	$613,012,986	$197,439,779	$415,573,207		32%
DRC Regional RRP	$605,048,527	$180,144,032	$424,904,495		30%
South Sudan Regional RRP	$1,333,140,971	$242,357,984	$1,090,782,987		18%
Sudan Regional RRP	$1,004,761,772	$382,571,686	$622,190,086		38%
Syria Regional 3RP	$5,856,939,097	$1,323,373,844	$4,533,565,253		23%
Ukraine Regional RRP	$1,685,495,256	$730,195,519	$955,299,737		43%

Inter-Agency Country Refugee Response Plan	Requirements	Funding	Gap	Funded	
Armenia Country RRP	$97,397,373	$43,377,185	$54,020,188		45%
Sudan Country RRP	$570,896,952	$230,563,192	$340,333,760		40%
Uganda Country RRP	$846,254,061	$236,276,065	$609,977,996		28%

Disclaimer: The boundaries and names shown and the designations used on the map above do not imply official endorsement or acceptance by the United Nations or UNHCR.

3. Results framework

All reporting builds around the results framework[6] that defines the priorities agreed upon by humanitarian agencies and the government of Poland and is rooted in assessments of the needs of the people of concern. Activities that are not covered by the results framework are not considered priorities. The complete results framework is attached to this document.

4. Reporting in Activity Info

Activity Info is an online tool for reporting activities and results, used by UNHCR and its partners in over 30 countries globally. It allows users to report and analyze data and replaces 5W (Who is doing What, Where, When, and Why) reporting in Excel format. In Poland, Activity Info was already used from 2022 for reporting on RRP and for submitting RRP 2023 contributions by humanitarian agencies.

i. Getting a User Account

To get access to Activity Info please write an email to polwa2024rrp@unhcr.org. In your e-mail, provide the following information:

- Name of Organization, Acronym, National or International Organization
- List of Users for Activity Info
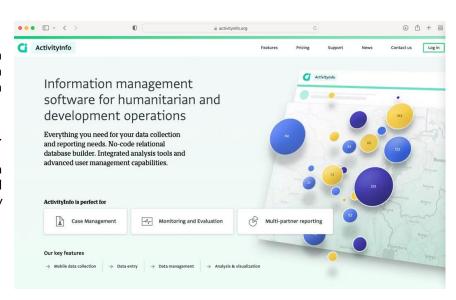
For each Activity Info focal point: **Name, Email, Position**

ii. Log In

After you request accounts in Activity Info, you will receive an email with an invitation link from Activity Info.

Follow the information in this link.

Once your account has been activated and you have entered a password, you can log in via Activity Info's homepage.
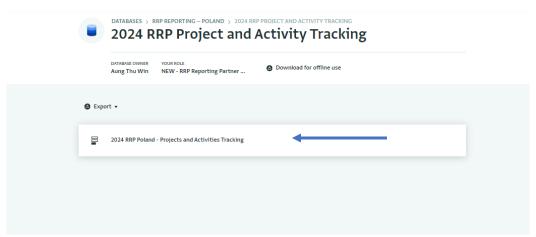
Click on "Log in" at the upper right side of the screen.

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[6] 2024 Refugee Response Plan Results Framework
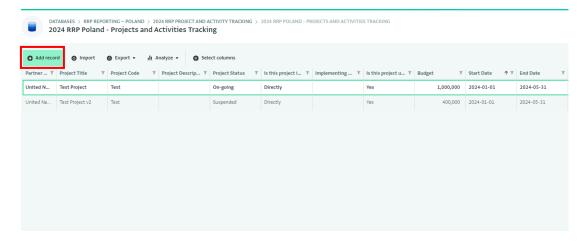
Select *RRP Reporting – Poland*

Select **2024 RRP Project and Activity Tracking**

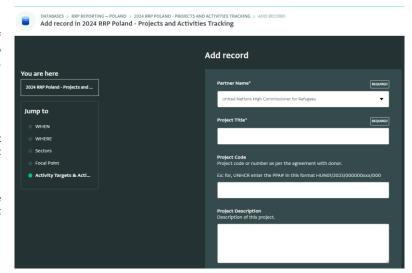Click on **2024 RRP Poland – Projects and Activities Tracking**

You should see a page with the entries provided by your organization. It will display the number of projects you are planning to implement along with details. To add a new project, press the "Add record" button.
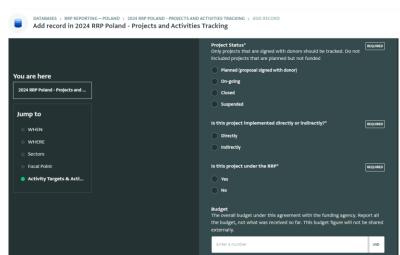
iii. Structure of the form

> <u>Main record – **Project details**</u>

General Project's information

a. **Project Title** – Provide the name of the Project. In case you are going to implement more than one project, a new record/s needs to be added.

b. **Project Code** - Include the project code/number as per the agreement with the donor.

c. **Project Description** – add the description of this project: do not exceed 500 words.

d. **Project Status** –Only project/s signed with donors should be tracked. DO NOT include projects that are planned but not funded.

e. **Is this project implemented directly or indirectly?** Indicate whether the project is being implemented directly or outsourced. If the latter, select the implementing partner (IP). If **your IP is not listed, contact us**.

f. **Is this project under the RRP?** – Select **yes** if you are the RRP appealing partner and this project was submitted for the RRP 2024.
Select **no** if:
1. you are the non-RRP partner
2. you are the RRP partner, but this project wasn't submitted as part of the project proposal.

g. **Project's budget** – Include the total budget under this agreement.

> ➢ Main record – **WHEN**

Project's duration

h. ***Project's length*** –Provide the project's timeframe.

WHEN

Start Date* [REQUIRED]

📅 Select a date (YYYY-MM-DD)

End Date* [REQUIRED]

📅 Select a date (YYYY-MM-DD)
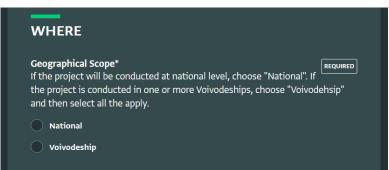
> ➢ Main record – **WHERE**

Project's geographical coverage
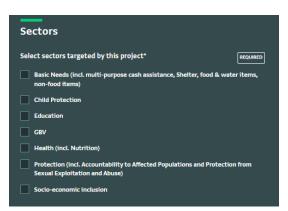
i. ***Project's location*** – provide the location of the project.

WHERE

Geographical Scope* [REQUIRED]
If the project will be conducted at national level, choose "National". If the project is conducted in one or more Voivodeships, choose "Voivodehsip" and then select all the apply.

⚪ National

⚪ Voivodeship

> ➢ Main record – **SECTORS**

Project's sector/s thematic areas

j. ***Sectors*** – Select the project's relevant sectors.

Sectors

Select sectors targeted by this project* [REQUIRED]

☐ Basic Needs (incl. multi-purpose cash assistance, Shelter, food & water items, non-food items)

☐ Child Protection

☐ Education

☐ GBV

☐ Health (incl. Nutrition)

☐ Protection (incl. Accountability to Affected Populations and Protection from Sexual Exploitation and Abuse)

☐ Socio-economic inclusion
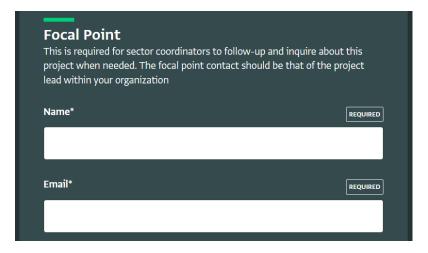
> ➢ Main record – **Focal Point**

Project's Focal Point

k. **Project's Focal Point** – Include the contact information.

Focal Point

This is required for sector coordinators to follow-up and inquire about this project when needed. The focal point contact should be that of the project lead within your organization

Name* `REQUIRED`

Email* `REQUIRED`
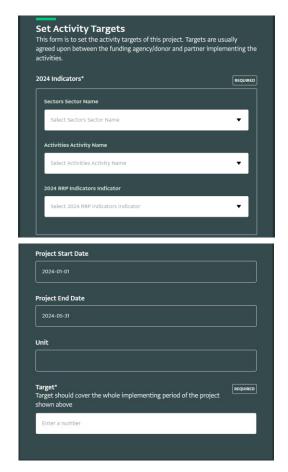
> ➢ Main record – **Sub-forms**

Project's Activity Targets / Activity Reporting / Narrative Reporting

l. **Project's Activity Targets** – main record contains 3 sub-forms:

1. **Activity Targets** – Set a target for the project.

2. **Activities Reporting** – Report achievements quarterly.

3. **Narrative Reporting** – Reply to questions and if any, provide good practices and achievements.

Activity Targets & Activity Report

PLEASE SAVE THE FORM NOW ... before entering Targets and Reporting on the activities

Activity Targets
Adding a record to a subform takes you to a new form. All your data you've filled in on this form remains saved until you return to it.

➕ Add record in Activity Targets ①

Report Activities
Adding a record to a subform takes you to a new form. All your data you've filled in on this form remains saved until you return to it.

➕ Add record in Report Activities ②

Narrative Reports
Adding a record to a subform takes you to a new form. All your data you've filled in on this form remains saved until you return to it.

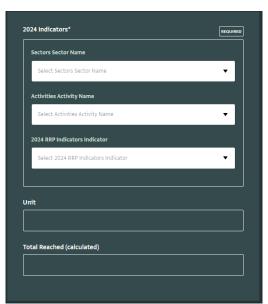➕ Add record in Narrative Reports ③

Project's Activity Targets (1)

m. ***Project's Activity Targets*** – Set targets in accordance with the 2024 RRP Results Framework.

Project's Activities Reporting (2)

n. ***Activity Reporting*** – provide achieved results against set indicators. Do remember that each indicator might require certain level of disaggregation.

Project's Narrative Reporting (3)

o. **_Narrative Reporting_** – provide answers to following questions:
- What have been your most significant achievements in responding to the needs of Ukrainian refugees?
- What have been your most significant challenges in responding to the needs of Ukrainian refugees?

p. If possible, also share photos, assessments or surveys.
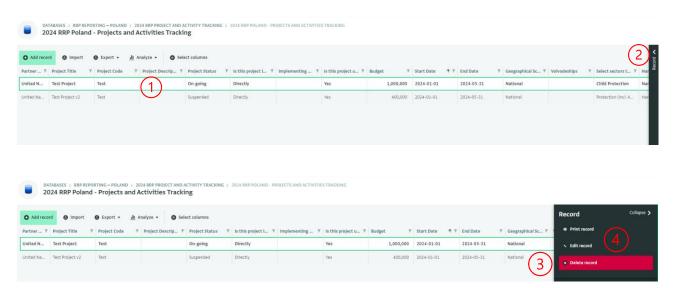
For each project, repeat the steps (section iii).

iv. Editing/Removing a Record

The record or sub-record you have submitted can be edited later. To edit a record, go to your organization's list of records, either financial reporting or activity reporting.

(1.) Select the record you want to edit.

(2.) On the right side of the screen a window opens. This window allows to scroll through the details of the selected record.

(3.) You can choose "Delete record" to completely erase this record.

(4.) Clicking on "Edit record" allows you to open the form where you can adjust all elements of the record.

v. Batch Upload via Excel Template

Activity Info allows to upload multiple records without filling out a form for each of the records manually, this might be especially useful during activity reporting exercise. This system is based on the structure of the form and follows the following steps:

Enter Data in Excel Table, ensure that names of each column are the same like in Activity Info:

- All required fields MUST be filled out in accordance with required level of disaggregation at the 2024 RRP Results Framework (e. g. age groups and gender, location, population group, unit, out of total how many have disabilities.)
- Make sure to put quantities in the exact type of unit that corresponds to the indicator selected.

Select all entries in the excel table that you want to upload (Ensure that the headers of the columns are also selected):

Copy selection (CTRL+C)

Open Activity Info and go to the list of activity related records where you want to add new entries
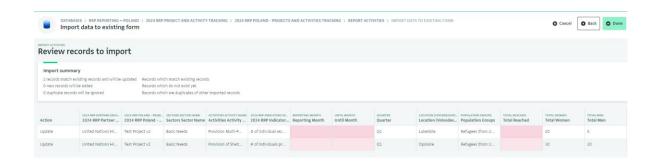
Click on "Import"

In the next window click in the open space and paste your data (CTRL+V).

When you click now on "Continue" Activity Info fits the data you submitted into the structure of an activity record.

In the next screen all imported data is shown in the columns of the database. Cells in red signify that no data is available. Click "Done".

You are now back in the list-view of the records you have submitted. The two new records have been added to the list.

5. Reporting and Training Schedule

Reporting on activities should be finished in accordance with below schedule. This quarterly reporting allows for an overview of the advancements of the response, timely RRP partners project's monitoring and for efficient coordination by the sectors.

Calendar on Activities reporting

Quarter	Deadlines on reporting
Q1	12 Apr (Friday)
Q2	12 Jul (Friday)
Q3	11 Oct (Friday)
Q4 (End of Year)	24 Jan 2025 (Friday)

Calendar on Financial reporting

Quarter	Deadlines on reporting
Q1	12 Apr (Friday)
Q2	12 Jul (Friday)
Q3	11 Oct (Friday)
Q4 (End of Year)	17 Jan 2025 (Friday)

Calendar on planned training sessions

Quarter	Training session in English	Training session in Polish
Q1	01 Mar 2024	04 Mar 2024
Q1 (Extra session)	08 Apr 2024	09 Apr 2024
Q2	20 June 2024	21 June 2024
Q3	26 Sep 2024	27 Sep 2024
Q4 (End of Year)	15 Jan 2025	16 Jan 2025

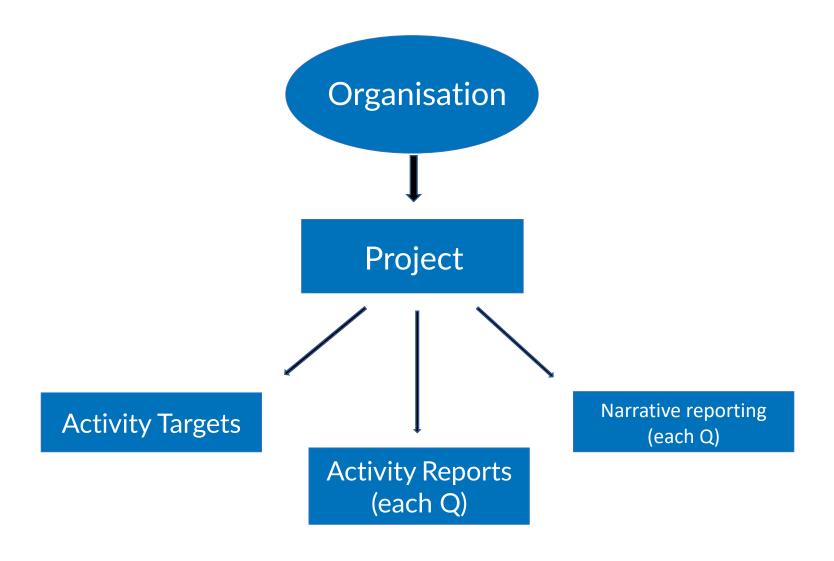# 6. Annexes

i. Reported information flow

ii. Activity Reporting tool structure

iii.   Results Framework

The complete Results Framework is available here 🔗 (Definition / Description to be added to every indicator soon)

a.   Accountability towards Affected Populations

Activity Name	Indicator	Reporting Frequency	Unit	Geographical Level	Disaggregation
Complaint and feedback mechanism	# of Individuals who used feedback and response mechanisms to voice their needs/concerns/feedback	Quarterly	Individuals	Voivodeship	No Disaggregation
Participatory programme involvement	# individuals directly involved in consultations, interviews, or surveys in participatory manner to shape programs according to the needs of affected population	Quarterly	Individuals	Voivodeship	Gender (Male / Female)
Training on AAP	# of personnel of government, non-government organizations, volunteer networks or community members trained on AAP standards	Quarterly	Individuals	Voivodeship	No Disaggregation

b. Basic Needs

Activity Name	Indicator	Reporting Frequency	Unit	Geographical Level	Disaggregation
Provision Multi-Purpose Cash Assistance	# of individual receiving multipurpose cash assistance	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Provision of food & water items	# of individuals receiving food assistance (in kind)	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Provision of non-food items	# of individuals benefitting from housing kits (kitchen sets, appliances, furniture)	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Provision of non-food items	# of individuals who received general clothing	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Provision of non-food items	# of people who received non-food items	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Provision of non-food items	# of individuals who received hygiene kits, including first aid kits	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Provision of non-food items	# of individuals who received winter clothing / winter items	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Provision of Shelter and housing assistance	# of actors (i.e. local authorities, municipalities) reached with advocacy activities about housing policies	Quarterly	Individuals	Voivodeship	No Disaggregation

Activity Name	Indicator	Reporting Frequency	Unit	Geographical Level	Disaggregation
Provision of Shelter and housing assistance	# of Collective Centers and/or private accommodation renovated/upgraded and/or supported financially with running costs	Quarterly	Facilities	Voivodeship	No Disaggregation
Provision of Shelter and housing assistance	# of individuals provided with accommodation in collective centers	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Provision of Shelter and housing assistance	# of individuals provided with cash for rent for individual accommodation	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Provision of Shelter and housing assistance	# of individuals provided with information on housing including research, interpretation services etc.	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Provision of Shelter and housing assistance	# of individuals provided with non-cash assistance for short term (up to 30 days) individual accommodation	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Provision of Shelter and housing assistance	# of site managers provided with capacity-building activities (i.e. trainings, workshops)	Quarterly	Individuals	Voivodeship	No Disaggregation

c. Child Protection

Activity Name	Indicator	Reporting Frequency	Unit	Geographical Level	Disaggregation
Case Management	# of children who have received individual case management	Quarterly	Children	Voivodeship	Gender (Male / Female)
Child Protection Services	# of children at risk identified and referred to specialized child protection services	Quarterly	Children	Voivodeship	Gender (Male / Female)
Child Protection Services	# of children supported with specialized child protection services (e.g., family reunification and/or alternative care arrangements for unaccompanied and separated children)	Quarterly	Children	Voivodeship	Gender (Male / Female)
Child Protection Services	# of UASC in need who were provided with alternative care	Quarterly	Children	Voivodeship	Gender (Male / Female)
Communication and Advocacy Campaigns	# of children benefitting from communication campaigns or advocacy activities on child protection.	Quarterly	Children	Voivodeship	Gender (Male / Female)
Safe Spaces	# of children assisted in other safe spaces, protection and support hubs (for countries without Blue Dots)	Quarterly	Children	Voivodeship	Gender (Male / Female)
Training on child protection and children's right	# of participants trained on child protection and children's right	Quarterly	Individuals	Voivodeship	No Disaggregation

d. Education

Activity Name	Indicator	Reporting Frequency	Unit	Geographical Level	Disaggregation
Capacity development	# of education personnel trained or receiving support to better respond to the needs of refugee learners	Quarterly	Individuals	Voivodeship	No Disaggregation
Education Support	# of children benefiting from subsidized school transportation	Quarterly	Children	Voivodeship	Gender (Male / Female)
Education Support	# of education personnel remunerated	Quarterly	Individuals	Voivodeship	Gender (Male / Female)
Education Support	# of schools and learning centers receiving furniture	Quarterly	Schools	Voivodeship	No Disaggregation
Education Support	# of schools and/or learning centers in which the physical infrastructure has been improved	Quarterly	Schools	Voivodeship	No Disaggregation
Education Support	# of schools and/or learning centers provided with ICT equipment	Quarterly	Schools	Voivodeship	No Disaggregation
Formal Education	# of individuals receiving cash grants for education	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Formal Education	# of students receiving tertiary education scholarships	Quarterly	Children	Voivodeship	Gender (Male / Female)
Learning materials	# of children receiving learning materials	Quarterly	Children	Voivodeship	Gender (Male / Female)

Activity Name	Indicator	Reporting Frequency	Unit	Geographical Level	Disaggregation
Non-Formal Education	# of children participating in activities promoting social cohesion	Quarterly	Children	Voivodeship	Gender (Male / Female)
Non-Formal Education	# of children participating in structured Ukrainian language classes	Quarterly	Children	Voivodeship	Gender (Male / Female)
Non-Formal Education	# of children supported to continue studying the Ukrainian curriculum in non-formal settings	Quarterly	Children	Voivodeship	Gender (Male / Female)

e. Gender-based Violence (GBV)

Activity Name	Indicator	Reporting Frequency	Unit	Geographical Level	Disaggregation
Awareness raising sessions on GBV related issues	# of persons participating in community awareness sessions aimed at preventing or mitigating GBV	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Awareness raising sessions on GBV related issues	# of persons participating in empowerment and life skill sessions / initiatives for women and adolescent girls	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Capacity building on GBV prevention and response	# of trained humanitarian response actors and government personnel on GBV Knowledge on Prevention, Response, and Risk Mitigation Measures	Quarterly	Individuals	Voivodeship	No Disaggregation
GBV case management and support	# of individual supported through GBV Case Management	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women

f. Health and Nutrition

Activity Name	Indicator	Reporting Frequency	Unit	Geographical Level	Disaggregation
Health consultations	# of health consultations provided to refugees	Quarterly	Consultations	Voivodeship	Boys / Girls / Men / Women
Support to health facilities	# of health facilities supported, with medical equipment, medicines, supplies etc.	Quarterly	Health Facilities	Voivodeship	No Disaggregation
Support to health facilities	value in USD of medicine and health product items procured	Quarterly	Amount ($)	Voivodeship	No Disaggregation
Targeted health information	# of individuals reached by health promotion and health literacy information materials, including refugee access to health care and disease prevention	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Targeted health information	# of refugee individuals attending health educational training or community engagement sessions	Quarterly	Individuals	Voivodeship	Gender (Male / Female)
Targeted health information	# of refugee individuals counselling sessions on accessing health services (e.g., in community centers/ blue dots, health hotlines etc.)	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Training of health care providers	# of health care providers trained to provide health services to refugees	Quarterly	Individuals	Voivodeship	No Disaggregation

Training of health care providers	# of people (non-health professionals) trained to support the refugee health response	Quarterly	Individuals	Voivodeship	No Disaggregation

g. Livelihoods and Socio-economic inclusion

Activity Name	Indicator	Reporting Frequency	Unit	Geographical Level	Disaggregation
Entrepreneurship and financial inclusion support	# of individuals who received support in entrepreneurship and financial inclusion	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Livelihoods and Economic Inclusion Assessments	# of Assessments on labour market demand and private sector needs in areas with high concentration of refugees	Quarterly	Assessments	Voivodeship	No Disaggregation
Skills Development and Training	# of individuals who received support in language training to access livelihood and job opportunities	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Support an enabling environment for the socio-economic inclusion of refugees	# of private sector actors capacitated to better address and facilitate the socio-economic inclusion of refugees in the communities	Quarterly	Initiatives	Voivodeship	No Disaggregation
Support entrepreneurship and financial inclusion	# of individuals benefitting from support for entrepreneurship, business creation, and financial inclusion	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Support in Access to Employment and Skills	# of individuals who received support in accessing employment (information,	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women

	counselling, coaching, mentoring, job-matching) and skills (skills assessment, skills recognition, upskilling)				
Support in Access to housing	# of individuals who received support in access to mid- or long-term independent housing	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women

h. Mental Health and Psychosocial Support (MHPSS)

Activity Name	Indicator	Reporting Frequency	Unit	Geographical Level	Disaggregation
Consultations	# of consultations of focused individual and group psychosocial support	Quarterly	Consultations	Voivodeship	No Disaggregation
Consultations	# of consultations of specialized services	Quarterly	Consultations	Voivodeship	No Disaggregation
Individuals	# of individuals that participated in community and family supports	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Individuals	# of individuals who participated in focused individual and group psychosocial support	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Individuals	# of individuals who participated in specialized MHPSS services	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
MHPSS Trainings	# of individuals trained in MHPSS topics or approaches	Quarterly	Individuals	Voivodeship	No Disaggregation

i. Prevention of Sexual Exploitation and Abuse

Activity Name	Indicator	Reporting Frequency	Unit	Geographical Level	Disaggregation
Training on PSEA	# of government representatives trained on PSEA	Quarterly	Individuals	Voivodeship	No Disaggregation
Training on PSEA	# of staff and associated personnel provided with in-country training (UN agencies, international non-governmental organizations, local organisations and volunteers) on PSEA	Quarterly	Individuals	Voivodeship	No Disaggregation
Training on PSEA	# of UN personnel who have completed the mandatory UN PSEA e-learning	Quarterly	Individuals	Voivodeship	No Disaggregation

j. Protection

Activity Name	Indicator	Reporting Frequency	Unit	Geographical Level	Disaggregation
Awareness raising	# of individuals receiving information on services and refugees' rights in a relevant language	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Awareness raising	# persons trained on protection principles	Quarterly	Individuals	Voivodeship	No Disaggregation
Legal assistance	# of individuals provided with individual legal counseling	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women
Targeted protection assistance to persons with specific needs	# Persons with Specific Needs provided with targeted protection assistance	Quarterly	Individuals	Voivodeship	Boys / Girls / Men / Women

7. Contact details

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