



# MONITORING USE CASES OF THE RAPID GENDER ASSESSMENT SURVEYS ON THE IMPACTS OF COVID-19

Guidance document  
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This guidance document was developed by the Women Count programme, in line with its efforts to monitor and document use cases of programme activities.

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# LIST OF ACRONYMS AND ABBREVIATIONS

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|                    |   |
|--------------------|---|
| <b>A-P</b>         | Asia and the Pacific                                      |
| <b>CO</b>          | UN Women Country Office                                   |
| <b>CSO</b>         | Civil society organization                                |
| <b>ECA</b>         | Europe and Central Asia                                   |
| <b>GEWE</b>        | Gender equality and women's empowerment                   |
| <b>HQ</b>          | UN Women Headquarters                                     |
| <b>LAC</b>         | Latin America and the Caribbean                           |
| <b>MoW</b>         | Ministry of Women   |
| <b>NGO</b>         | Non-governmental organization                             |
| <b>NSO</b>         | National Statistics Office                                |
| <b>RGA</b>         | Rapid Gender Assessment survey on the impacts of COVID-19 |
| <b>RO</b>          | UN Women Regional Office                                  |
| <b>UNCT</b>        | UN country team   |
| <b>Women Count</b> | Making Every Woman and Girl Count                         |

# INTRODUCTION

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In response to the unprecedented situation posed by the coronavirus disease outbreak, also known as COVID-19, governments around the world have adopted different strategies to limit the spread of the pandemic, including social distancing, lockdowns, quarantines and limited movements outside of the home. Early evidence already highlights the negative impact this has had on women's safety, as well as the risks in terms of health, social and economic outcomes, notably for women's participation in unpaid care work, employment in the informal economy and employment in services.<sup>1</sup>

In line with its mandate and efforts to underpin the response to the pandemic, UN Women and its partners, through the UN Women's global gender data programme, Making Every Woman and Girl Count (Women Count)<sup>2</sup>, have initiated primary data collection to provide up-to-date information on trends and analysis on a range of topics related to the gendered impact of COVID-19. As a result, UN Women commissioned Rapid Gender Assessment surveys on the impacts of COVID-19 (RGAs)<sup>3</sup> in various countries. As of December 2020, RGAs have been conducted in at least 52 countries across all regions. Results are available on the gender and COVID-19 landing page of the Women Count Data Hub (<https://data.unwomen.org/COVID19>). In addition, approximately 35 RGAs are presently being planned.

Monitoring how the results of the RGAs are used can demonstrate the relevance of data collected for improving the design and outcomes of COVID-19 programmes and interventions, policy- and decision-making. For this purpose, the Women Count programme has developed this guidance to intentionally document use cases of the data.

This guidance document provides support for UN Women colleagues in Regional and Country Offices (ROs and COs) and others seeking to compile use cases or impact stories. It explains why monitoring use cases is important and offers a reference questionnaire to be administered to target respondent organizations, including tips and guidance. The tool provides simple, straightforward questions regarding:

- information about the survey and the responding user or stakeholder;
- specific uses of the RGA; and
- users' feedback and needs. UN Women ROs and COs may opt to modify the questionnaire, depending on what they deem practical, and with due consideration of their existing priorities.

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1 United Nations. 2020. Policy Brief: The Impact of COVID-19 on Women. Accessed on 14 August 2020. <https://www.unwomen.org/en/digital-library/publications/2020/04/policy-brief-the-impact-of-covid-19-on-women>.

2 UN Women. N.D. Making Every Woman and Girl Count. Accessed 2 April 2020. <https://data.unwomen.org/women-count>

3 UN Women. 2020. Guidance Document on the Rapid Gender Assessment Surveys on the Impacts of COVID-19. Accessed 14 August 2020. <https://data.unwomen.org/publications/guidance-rapid-gender-assessment-surveys-impacts-covid-19>.

## Why monitor use cases of RGA results?

Guided by the growing recognition of the need to promote evidence for better policies, Women Count would like to ensure that RGA results will be used by decision-makers to inform, guide and support response planning and address the gendered impact of the pandemic.

As a logical extension of the RGAs, and in line with its ambition to bridge the gap between data production and use of gender statistics, the Women Count programme is exerting deliberate efforts to monitor and document use cases of RGA results at country, regional and global levels.

Within this framework, the Women Count team collected use cases from some countries in Asia and the Pacific (A-P), Arab States, and Europe and Central Asia (ECA) – the first three regions which rolled out the RGAs (Annex 1). This was initially compiled on an ad-hoc basis; and with the demonstrated value of the initiative, the Women Count programme is now taking a systematic approach to monitoring the RGAs' use cases.

It is also expected that this initiative can serve as a benchmark, or at least a reference, for the broader monitoring and evaluation efforts of the Women Count programme in documenting country case studies on good practices, learnings and impact stories.

## Objectives of monitoring use cases of RGA results

Women Count is leading an initiative to document use cases as well as good practices, lessons learned and impact stories on the results of RGAs for gender-responsive COVID-19 response actions, interventions and policies at national and regional levels.

Specifically, this initiative aims to:

- Develop a practical tool for the systematic reporting and monitoring of use cases of the RGA findings by policy- and decision-makers, researchers, stakeholders and advocates;
- Provide guidance to UN Women colleagues in administering the questionnaire, to systematically report and document use cases at country, regional and global levels; and
- Assess the practicality of the tool for reporting on and monitoring of use cases of RGA results;
- Enhance knowledge on practical ways to best exploit the new gender data produced and research findings for evidence-based policymaking, as well as improving interactions with decision-makers.

# HOW WILL UN WOMEN MONITOR USE CASES?

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## Who will monitor use cases of the RGAs?

### In cases where a UN Women CO is present in the reference country

For UN Women COs that have conducted an RGA, the primary request is to initiate and implement use-case monitoring with their national partners. Specifically, UN Women staff who lead the RGA in a given country are asked to serve as focal points in monitoring its use cases. Considerations should include:

- Staff familiarity with the RGA, including post-survey outreach and advocacy activities undertaken to promote the use of its results
- They should have direct interaction with many of the national partners that have played a significant role in having the RGA conducted, as well as targeted key users of the results
- Staff should have an established network and relationship with partners in the country (prior to or during the pandemic) where the RGA was conducted.

The UN Women CO focal point is requested to:

- Lead the monitoring of use cases of the RGA results at the country level
- Identify target respondents, in consultation with UN Women CO colleagues as well as with implementing or direct partners of the RGAs (e.g., the National Statistics Office (NSO), Ministry of Women (MoW)/National Machinery for Gender Equality and Women's Empowerment (GEWE)/institutional mechanisms for GEWE, research companies or civil society organizations (CSOs), if deemed necessary

- Liaise with respondents in the case of any questions or need for clarification
- Coordinate with the UN Women RO, through the Women Count Regional Advisor on Gender Statistics (hereafter referred to as 'Women Count Regional Advisor')<sup>4</sup> on all aspects of the initiative
- Submit a summary of validated use cases based on submissions of users and stakeholders using the summary template provided in Annex 2 (hereafter referred to as 'summary template'). The process of validation entails a review of the responses provided, e.g., in terms of completeness and means of verification. For example, in reported use of the RGAs, the requested supporting information/details have been provided. In addition, the UN Women CO focal point is also encouraged to request a copy of the policy document or similar documents showing the use and influence of the RGAs. This information is arguably most critical in demonstrating the existing value of the RGA in the country. In terms of non-use of the RGAs, the UN Women CO focal point should ensure that the reason has been provided to guide UN Women in its continuous work to improve the relevance of RGAs to stakeholders.

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4 As of December 2020, the Women Count programme has Regional Advisors in all UN Women ROs, except for the UN Women Latin America and the Caribbean Regional Office (LACRO), as there is no Women Count regional project in these two regions. Nonetheless, the Women Count Team is closely collaborating with LACRO through its Regional Advisor on Gender Statistics; thus, in this case, he/she is expected to fulfil the role of the Women Count Advisor for this initiative.

The UN Women ROs, through the Women Count Regional Advisors, will:

- Coordinate this initiative with UN Women CO focal points and provide technical assistance and support
- Analyse and summarize country submissions to ensure that the information provided is consistent with the summary template, specifically, and with the guidance provided in this document, more generally
- Coordinate with the Women Count HQ team towards a systematic compilation of country submissions.

The Women Count team at HQ, through the Statistics Specialist and the Monitoring and Evaluation Specialist, will:

- Provide guidance and advice to UN Women colleagues, particularly to Women Count Regional Advisors, to ensure the smooth and standard implementation of the initiative
- Analyse and summarize regional submissions to ensure that the information provided is consistent with the summary template, specifically, and with the guidance provided in this document, more generally
- Prepare a global summary report on the use cases of RGA results
- Communicate the findings with partners and donors to promote a greater appreciation of the value of investments made in gender statistics and specifically in RGAs.

### In cases where a UN Women CO is not present in the reference country

The concerned Women Count Regional Advisor will explore options in terms of who they can ask for support among partners, with whom s/he has directly coordinated the RGA in the reference country. This will include partners such as the NSO, MoW/National Machinery for GEWE/institutional mechanisms for GEWE and other UN agencies. Thus, the Women Count Regional Advisor will have to heavily rely on goodwill and relationships established with partners in the process of undertaking the RGAs.

In cases where a partnership for this initiative has been successfully established, the expectations from the Women Count Regional Advisor and the Women Count HQ team will stay the same as is expected when a UN Women CO is present. On the other hand, it is to be expected that there will be cases where a partnership is not feasible, given potential partners' earlier planned work or limited resources.

## Who are the target respondent organizations?

The target respondent organizations will be determined by the implementing UN Women CO and can be categorized into two groups:

### Core respondent organizations

These are users and stakeholders that have been directly involved in an RGA-related activity at any point. For example, this will include, among others:

- Direct partners in conducting the RGA (e.g., MoW/National Machinery for GEWE/institutional mechanism for GEWE, private sector, etc.<sup>5</sup>)
- Users and stakeholders who participated in the launch (if conducted)
- Recipients of the RGA results or report, when released
- The UN Women CO, including Advisors or Specialists from different thematic programmes.<sup>6</sup>

### Non-core respondent organizations

These are users and stakeholders that had access to the RGA results, albeit in a more passive or indirect way. For example, this will include general users and stakeholders of the UN Women CO's products and services, who are included in its general distribution list whenever outputs are released, including the RGAs.

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- 5 While primarily a data producer, the National Statistics Office may also be considered a respondent if they used any aspects of the RGA in other related work (e.g., RGA survey tool was used as a reference in planned data collection activities).
  - 6 Ideally, there should only be one questionnaire for UN Women CO, with the inputs of all concerned Advisors/Specialists compiled. But this depends on the UN Women CO, if it is operationally easier for each programme/thematic area focal point to individually prepare the questionnaire.



The UN Women CO is encouraged to target both groups of respondents. However, in case there is a need to prioritize or limit the target respondents, given the existing resources and priorities, the UN Women CO may opt to limit target respondents to core respondents.

It is important to underscore that UN Women should also serve as a respondent of this initiative. It is most important that UN Women itself should be among the first users of the RGA results. It is thus suggested that UN Women CO Advisors and Specialists on various thematic topics be tapped as respondents. This will validate not only the extent of the use of RGA results within UN Women COs, but equally important, it can capture their perspectives on how the RGAs – if conducted again soon – can be improved to better capture the normative or programmatic priorities of the UN Women CO.

## How to use a reference questionnaire to monitor use cases?

The reference questionnaire, provided in Annex 3, aims to take stock of use cases as well as good practices and helpful feedback from users and stakeholders of the RGA results. The reference questionnaire was prepared by the Women Count team, specifically at HQ, A-P and ECA<sup>7</sup>. It has been developed for ease of reference by UN Women colleagues in the field as well as to facilitate the aggregation and analysis of information obtained from respondents.

The reference questionnaire is short and concise, to minimize respondent fatigue. The goal is that the respondent should take no longer than 20 minutes to complete the questionnaire. The tool is divided into three sections:

- **Section A:** Information about the survey and the respondent organization
- **Section B:** Specific use of the Rapid Gender Assessment survey on the impacts of COVID-19

7 Statistics Specialists and the Monitoring and Evaluation Specialist of the Women Count global project and the Women Count Regional Advisors in A-P and ECA. Women Count Regional Advisors have been involved considering that RGAs were first rolled out in their regions and consequently, they had the first experiences of documenting use cases of their respective RGA results.

- **Section C:** Better understanding users' and stakeholders' needs

More details are provided in the succeeding subsections.

Presently, the questionnaire is in English. Depending on the dominant language/s used in a country, it may be necessary to translate or contextualize the questions based prior to distributing the questionnaire. However, for the purpose of analysing the data at the regional and global levels, the validated data will be summarized in English and provided by the collecting UN Women CO focal point to their respective UN Women RO and HQ colleagues, using the template provided in Annex 2. The collected information will be consolidated and will feed to a living reporting document to be showcased on the Women Count Data Hub ([data.unwomen.org](http://data.unwomen.org)) and regularly shared with donors and partners through quarterly updates, the Annual Report, Steering and Donor Committee meetings, among others.

### Section A: Information about the survey and the respondent organization

This section collects information on the UN Women Country Office (item A1), the respondent organization/institution (item A2), and whether the respondent organization/institution used the RGA results (item A3).

#### Item A1: Information on the RGA and UN Women CO focal point

Item A1 should be completed by the UN Women CO focal point before sharing the questionnaire with the target respondent organizations/institutions. Specifically, the following information should be provided:

- **A1.a:** The official title of the RGA to avoid any ambiguity or misunderstanding regarding what the questionnaire refers to, with due consideration of the other COVID-19 data collection activities conducted in the reference country.
- **A1.b:** The collaborating organizations/institutions in due recognition of those who have directly supported the RGA.

- **A1.c:** The reference data collection period of the survey in case there have been at least two rounds of the RGA in the reference country. This will specifically identify which RGA the questionnaire pertains to.
- **A1.d:** The date of dissemination of preliminary results and publication/report to give UN Women an indication of the period between dissemination of the RGA results and their use by the respondent.
- **A1.e:** The frequency of implementing the initiative/exercise refers to the number of times the UN Women CO will ask partners to share information regarding their use of RGA results. It is strongly recommended that this initiative not be a one-off exercise as the Women Count team foresees that use cases will arise at different points in time (and should thus be seen as part of a continuous process). Thus, choices provided are: quarterly or semi-annual distribution of the questionnaire, considering how quickly things are developing in the context of COVID-19. It is, however, important to stress that the aforementioned frequency is not prescriptive. Ultimately, what COs deem practical and reasonable is their own decision.
- **A1.e** also requests for information on the reference period of the questionnaire on use of RGA and the designated focal point of the respondent organization for this initiative for reference and ease of coordination, especially in cases of follow-up or the need for further information or clarification.

The UN Women CO is also asked to identify and provide the name and email address of the CO focal point.

#### **Item A2: Information on the respondent organization**

- **A2.a:** The name and email address of the respondent from the organization/institution.
- **A2.b & A2.c:** The type and full name of the organization/institution where the respondent is affiliated.
- **A2.d:** The date the RGA results or report were received or accessed by the respondent organization/institution, to give UN Women an indication of the urgency or the need for the RGA results, as well as their responsiveness to the immediate needs of users and stakeholders. This information also gives UN Women an indication of the availability or

accessibility of the RGA results, which in turn can provide context regarding the use (or non-use) of these results.

- **A2.e:** The means by which the respondent organization/institution received the RGA results to assess the most effective platform for UN Women to disseminate or communicate the RGA resources.

#### **Item A3: On whether the respondent organization used the RGA results**

This serves as a filtering question to direct the respondent to Section B if they used the RGA results or Section C if they did not.

### **Section B: Specific uses of the RGA surveys on the impacts of COVID-19**

This is the central point of the reference questionnaire. The responses provided are most crucial to the success of this initiative.

#### **Item B1: How the respondent organization used the RGA results**

The respondent organization/institution is presented with the following options as to how they used the RGA results:

- For emergency response, including in policies and programmes
- For longer-term planning, policy formulation, or targeting programme beneficiaries
- For budgeting
- For advocacy and influencing other decisions
- For resource mobilization (including proposals)
- For reporting (including national reports, SDG reports)
- Other uses, which the respondent organization may specify.

The respondent organization/institution is asked to choose all options that apply to them but, most importantly, specific details are requested for better appreciation of the use case(s) of the RGA results with respect to their organization/institution. Depending on whichever is relevant, details to be provided may include the following:

- The title of national policy document or strategy, its objectives and target beneficiaries, as well as

how the RGA results were used or integrated in the document

- The specific programme, its objective and target beneficiaries, as well as how the RGA results were used or integrated in the programme
- How the RGA results were used or integrated in the budget, including the share of the budget allocated to gender-responsive policies, strategies and recovery plans
- How the RGA results were used or integrated in outreach, advocacy or lobbying to influence policy changes or programme interventions
- The title of the project for which the RGA results were used for resource mobilization, its objectives, budget and target beneficiaries
- The title of reports (including national and SDG reports) and other documents where RGA results were used or integrated
- Details of how the RGA results were used in other aspects, such as data collection, partnership-building and media stories.

#### **Item B2: List of thematic topic/s of the RGA results that was/were used**

For UN Women to assess the extent of usefulness of the RGA results on the various thematic topics it covered, the respondent organization/institution is asked which among these topics have been used:

- General knowledge and information on COVID-19
- Employment and livelihood resources
- Time spent on activities for own household
- Personal and family experiences during COVID-19 (e.g., physical or mental health, migration, school cancellation)
- Access to basic health and medical goods and services (e.g., medical as well as sexual and reproductive health supplies and services)
- Access to other basic goods and services (e.g., food, water supply, public transport, social services/ assistance).

Other thematic topics may be included in the questionnaire on use cases by the UN Women CO to reflect the complete list of topics covered by their country-specific RGAs.

#### **Item B3: Level of satisfaction with the RGA results/ report**

The respondent organization/institution is asked to provide their level of satisfaction on the RGA results, considering the following quality aspects:

- Relevance (i.e. the extent to which it meets their needs)
- Timeliness
- Accessibility of data
- Presentation of data.
- Responses to this subsection will give UN Women an indication of the enablers or barriers to the use of RGA results and areas for improvement in future RGA-related efforts.

#### **Section C: Better understanding users' and stakeholders' needs**

Section C aims to better understand the needs of both users and non-users of the RGA results to guide UN Women's future RGA-related work. UN Women strives to be responsive to the needs of its users and stakeholders and obtaining feedback from both will be crucial to make this possible.

Specifically, the following information is collected from both types of respondents – except for C1, which is only intended for those who have not (yet) used the RGA results:

- C1: Among those who have not (yet) used the RGA results, to provide the reason why they did not use the information (yet)
- C2: Indication of use of the RGA results that can be anticipated in the future, or concrete plans to use them
- C3: Sharing of the RGA results with other organizations, and which ones
- C4: Insights on which areas or aspects of the RGA (i.e., tool, topics covered, results) could be improved

#### **End of the questionnaire**

The UN Women CO or partner organization/institution should provide the same information as provided in item A1.e (frequency of implementing the initiative/ exercise) to its focal point.

## How will data be collected?

Several data-collection options are presented. UN Women COs will choose the modality depending on what is most practical or feasible for them:

- Online survey (e.g. Google or Survey Monkey)
- Fillable PDF form to be shared to target respondents through email
- Direct coordination with the target respondents through a meeting, phone conversation or video conference.

Regardless of the data-collection modality, the information to be provided by respondent organizations will be validated and summarized using the summary template provided in Annex 2.

## How often will the questionnaire be administered?

As mentioned in Item A1, it is strongly recommended that this initiative be repeated to maximize response. Ideally, it would be conducted on a quarterly or semi-annual basis; but ultimately, the UN Women CO will decide what is most practical and reasonable for them as well as for target respondent organizations.

## Who to partner or collaborate with?

Within UN Women, there should be close coordination between the Statistics Specialists (or focal points) and the Monitoring and Evaluation Specialists at all levels – COs, ROs and HQ. Both areas of specialization are needed to make this initiative successful.

External partner coordination will vary from country to country. In most cases, UN Women COs are likely to undertake this initiative on their own. In some cases, as mentioned earlier, it may be done jointly with select national partners or UN agencies. Further, partnerships with CSOs, non-governmental organizations (NGOs), and the private sector will help in reaching a broader network.

# KEY CONSIDERATIONS

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## Technical coordination within UN Women offices

To ensure well-coordinated and coherent efforts during data-collection activities in the field, it is strongly suggested that UN Women COs' plans – particularly on administering the questionnaire and compiling submitted information – be consulted with their respective UN Women ROs, through the Women Count Regional Advisors. The latter are likewise encouraged to coordinate this with UN Women HQ, through the Statistics Specialist and Monitoring and Evaluation Specialist of the Women Count Programme.

## Timing of monitoring

This guidance note recognizes that not all countries are at the same phase of conducting RGAs. As mentioned, countries in A-P, the Arab States and ECA regions conducted RGAs during the period from April to June 2020. Regional reports were then released between July and August 2020. On the other hand, the Africa and LAC regions started to implement (or at least plan for) RGAs in July 2020.

Timing of monitoring use cases of RGAs will thus be determined by when the RGAs are conducted and when their results are made available and accessible to target respondent organizations. It is suggested that the monitoring of use cases be initiated by the UN Women CO at least a month after the official release of their country's RGA results.

## Submission period

With regards to administering the questionnaire on the use of RGAs on the impacts of COVID-19, the general aim is to obtain information as soon as possible, given the urgent need to further advocate for the use of gender data in COVID-19-related policy responses and strategies.

With regards to the period to be given to respondent organizations to complete the questionnaire, they should be given at least two weeks to respond. After

the second week, a reminder should be sent by the UN Women CO focal point.

## Data privacy and legal considerations

Data privacy is very important to UN Women, which is guided by the Principles Governing International Statistical Activities<sup>8</sup>, particularly the confidentiality principle. That is, information collected from respondent organizations will be kept strictly confidential and used exclusively for statistical purposes.

## Publishing use cases of the RGAs on the impacts of COVID-19

To feed into a global repository of all the data and resources arising from the RGAs, the results from this initiative will be published on the Women Count Data Hub ([data.unwomen.org](https://data.unwomen.org)). It should, likewise, be publicly accessible on the official websites of the implementing UN Women ROs and COs.

## Guidance as a living document

This guidance document is not set in stone as a definitive guide to monitoring use cases of RGAs on the impacts of COVID-19. Rather, it should be treated as a dynamic document that will be continually updated as UN Women ROs and COs receive regular feedback from national partners on the usefulness of the RGAs.

As more countries monitor use cases of their respective RGAs, this document will be enriched with helpful inputs, resources, as well as learnings from the earlier group of UN Women ROs and COs (e.g., in A-P, Arab States, and ECA). Thus, additional countries will be better informed – not only with the help of this guidance document but, equally important, with insights from the experiences of the earlier group of countries.

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8 Committee for the Coordination of Statistical Activities. Principles Governing International Statistical Activities. Accessed 2 April 2020. [https://unstats.un.org/unsd/ccsa/principles\\_stat\\_activities/](https://unstats.un.org/unsd/ccsa/principles_stat_activities/).

# ANNEX 1. USE CASES OF COVID-19 RAPID GENDER ASSESSMENTS

These use cases were compiled from Asia and the Pacific and Europe and Central Asia Women Count projects (as of December 2020).

## General uses of RGAs in countries

In most if not all cases, RGAs have been conducted in coordination with national partners (State and non-State actors) as well as with UN country teams (UNCTs), agencies as well as other development partners. As a result, the findings from RGAs are often utilized by the UN Resident Coordinator to guide inter-agency discussions to advise the national government on potential emergency responses to the crisis. UNCTs also utilize the RGA findings to inform the UNCT Socio-Economic Assessment for the country, which forms the basis for the national response to the crisis.

UN Women Country Offices are often leading the implementation of the RGAs in the field together with national partners and in coordination with their respective UN Women Regional Office and HQ. This provides opportunities for the organization to have a serious seat at the table in advocating and achieving the integration of gender in the COVID-19 response.

## Some country-specific uses of RGAs

### Policy-response formulation

#### *Maldives*<sup>9</sup>

The NSO and the UNCT used the results of the RGA to inform the country's socioeconomic impact assessment, which forms the basis of integrated policy responses to COVID-19 and is used for designing

mitigation strategies. In addition, the Government of the Maldives used the RGA findings in the following ways:

- The findings on women's informal workers losing their jobs and working less hours than men as a result of COVID-19 were used by the Ministry of Employment to inform response policies, such as the extension of the government's COVID-19 Income Support Allowance to those who are self-employed and in the informal sector.
- The findings on how women are disproportionately affected by mental health concerns were used to better assess the situation on the ground and complement information generated by a mental health helpline established by the Government.
- A COVID-19 Recovery Team was established by the President's Office and the Social Recovery Group within this team used the survey information to inform recovery plans for the social sector, with a Population Team created that focused specifically on safeguarding the rights of women and girls. A special report and video were prepared by the Population Team that showcased the findings of the survey, and a high-level panel discussion with the Ministry of Gender, Family and Social Services and the Ministry of Planning, Housing and Infrastructure was held to discuss the importance of continuing to produce gender data to inform policy responses, including for COVID-19.

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<sup>9</sup> UN Women. Women Count Data Hub. Accessed on 31 May 2020. <https://data.unwomen.org/resources/surveys-show-covid-19-has-gendered-effects-asia-and-pacific>

## Pakistan

The Ministry of Women is considering the results of the RGA in the design of the country's gender-responsive COVID-19 policy response (the process is still ongoing but a joint document highlighting the findings is expected to be published<sup>10</sup>).

## Targeting of programme beneficiaries

### Jordan

The results have been disseminated widely and in discussed in key policymaking forums, such as the Inter-ministerial Committee for Women, the Humanitarian Development Partners Forum and others. The results are being used to inform UN Women's COVID-19 emergency response in targeting cash assistance and gender-based violence services.

### Georgia

The RGA has been a highly useful tool for the UN Women Georgia CO to advocate and shape the content of the Government-commissioned complex COVID-19 Impact Assessment Study. Specifically, the CO has brokered a stronger emphasis within the study on the impact of COVID-19 on domestic workers, on women who are employed in the health-care sector as front-line responders, as well as a deeper look at the use of qualitative methods to assess the impacts of COVID-19 on violence against women/domestic violence.

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10 As of September 2020.

## Resource mobilization

### Ukraine

Following the RGA conducted in the first half of April 2020,<sup>11</sup> Global Affairs Canada extended its financial support by CAD 1 million to integrate a COVID-19 response into an existing project on "Advancing Gender Equality and Women's Empowerment through Decentralization Reform in Ukraine."

### Georgia

In July – August 2020, UN Women Georgia CO mobilized GBP 73,000 from the Government of the United Kingdom's Conflict, Stability and Security Fund to implement a three-month project entitled "Maintaining support for the Women, Peace and Security agenda in Georgia, ensuring adaptation and responsiveness to COVID-19 to inform longer-term responses". The project aims to address and respond to the immediate needs of internally displaced and conflict-affected women in terms of their access to information and services caused by the COVID-19 outbreak in Georgia (including Abkhazia).

The preliminary findings of the RGA informed the focus of the project. Specifically, the RGA found that the major source of information about COVID-19 for the Georgian population has been TV. Thus, through this project, the UN Women CO Georgia is trying to expand the reach and use of online media and social networks by internally displaced and conflict-affected women for trustworthy COVID-19 information-sharing purposes.

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11 UN Women Country Office in Ukraine. Rapid Gender Assessment of the Situation and Needs of Women in the Context of COVID-19 in Ukraine. May 2020. ([https://www2.unwomen.org/-/media/field%20office%20eca/attachments/publications/2020/06/rapid%20gender%20assessment\\_eng-min.pdf?la=en&vs=3646](https://www2.unwomen.org/-/media/field%20office%20eca/attachments/publications/2020/06/rapid%20gender%20assessment_eng-min.pdf?la=en&vs=3646); accessed on 10 June 2020)

# ANNEX 2. SUMMARY TEMPLATE ON VALIDATED USE CASES

This template is based on submissions from users and stakeholders of UN Women country offices.<sup>12</sup>

## Monitoring uses of Rapid Gender Assessments on the impacts of COVID-19

Country: \_\_\_\_\_

Name of UN Women CO/Partner organization: \_\_\_\_\_

Title of RGA: \_\_\_\_\_

Email Address: \_\_\_\_\_

| Serial Number | Name of the responding organization/institution | Type of organization/institution | Respondent's Name | Respondent's email Address | A2d) When did you or your organization/institution receive or access the RGA results or report? (MM/YY) | A2e) How did you or your organization/institution receive or access the report? |
|---------------|---|----------------------------------|-------------------|----------------------------|---|---|
| 1             |   |                                  |                   |                            |   |   |
| 2             |   |                                  |                   |                            |   |   |
| 3             |   |                                  |                   |                            |   |   |
| 4             |   |                                  |                   |                            |   |   |
| 5             |   |                                  |                   |                            |   |   |
| 6             |   |                                  |                   |                            |   |   |
| 7             |   |                                  |                   |                            |   |   |
| 8             |   |                                  |                   |                            |   |   |
| 9             |   |                                  |                   |                            |   |   |
| 10            |   |                                  |                   |                            |   |   |

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<sup>12</sup> Note to UN Women colleagues: This will only be applicable if the implementing UN Women CO decides to share the questionnaire on use cases outside of the Survey Monkey platform (e.g., as editable PDF document shared through email, phone conversation or meeting with the target respondents). The Survey Monkey form, if used, will automatically generate the summary table. In both cases, the UN Women CO will still need to validate the responses before sharing with their respective UN Women Regional Advisor on Gender Statistics.



## Monitoring uses of Rapid Gender Assessments on the impacts of COVID-19

Country: \_\_\_\_\_

Name of UN Women CO/Partner organization: \_\_\_\_\_

Title of RGA: \_\_\_\_\_

Email Address: \_\_\_\_\_

| Serial Number | A3: Did you or your organization/institution use any information from the RGA?<br><br>Note: if response is "No", skip to C1 | A4: Which aspect of the RGA did you or your organization/institution use?<br><br>Note: if response is "Methodology or questionnaire", skip to B2 | B1: Please select how the RGA results or report were used from the options below (check all that apply): | B1_1: If used for emergency response, including policies and programmes, please provide more details, such as the title of the policy/plan/programme, objectives and target beneficiaries. | B1_2: If used for long-term planning, policy formulation, or targeting programme beneficiaries, please provide more details, such as the title of the policy/plan/programme, objectives and target beneficiaries. | B1_3: If used for budgeting, please provide details, such as how the results were used, share of the budget allocated to gender-responsive policies, strategies and recovery plans. |
|---------------|---|--|--|--|---|---|
| 1             |   |  |  |  |   |   |
| 2             |   |  |  |  |   |   |
| 3             |   |  |  |  |   |   |
| 4             |   |  |  |  |   |   |
| 5             |   |  |  |  |   |   |
| 6             |   |  |  |  |   |   |
| 7             |   |  |  |  |   |   |
| 8             |   |  |  |  |   |   |
| 9             |   |  |  |  |   |   |
| 10            |   |  |  |  |   |   |

## Monitoring uses of Rapid Gender Assessments on the impacts of COVID-19

Country: \_\_\_\_\_

Name of UN Women CO/Partner organization: \_\_\_\_\_

Title of RGA: \_\_\_\_\_

Email Address: \_\_\_\_\_

| Serial Number | B1_4: If used for advocacy and influence, please provide details on the outreach and advocacy initiatives that influenced policy changes. | B1_5: If used for resource mobilization, please provide details such as the title of the project, objectives, budget and target beneficiaries. | B1_6: If used for reporting (including national reports, SDG reports), please provide details such as title of the report and integration of RGA results in the report. | B1_7: If used for other purposes (for example, data collection, partnership-building, and media stories), please provide details of target beneficiaries. | B2. Which thematic topic/s of the RGA was/were used? | B3_a: Please share with us your or your organization's level of satisfaction on the RGA results/report on the following aspects:<br><br>[Relevance (extent it meets your needs)] |
|---------------|---|--|---|---|--|--|
| 1             |   |  |   |   |  |  |
| 2             |   |  |   |   |  |  |
| 3             |   |  |   |   |  |  |
| 4             |   |  |   |   |  |  |
| 5             |   |  |   |   |  |  |
| 6             |   |  |   |   |  |  |
| 7             |   |  |   |   |  |  |
| 8             |   |  |   |   |  |  |
| 9             |   |  |   |   |  |  |
| 10            |   |  |   |   |  |  |

## Monitoring uses of Rapid Gender Assessments on the impacts of COVID-19

Country: \_\_\_\_\_

Name of UN Women CO/Partner organization: \_\_\_\_\_

Title of RGA: \_\_\_\_\_

Email Address: \_\_\_\_\_

| Serial Number | B3_b: Please share with us your or your organization's level of satisfaction with the RGA results/report, in terms of the following aspects:<br><br>[Timeliness] | B3_c: Please share with us your or your organization's level of satisfaction with the RGA results/report in terms of the following aspects:<br><br>[Accessibility of data] | B3_d: Please share with us your or your organization's level of satisfaction with the RGA results/report in terms of the following aspects:<br><br>[Presentation of data] | B3_e: Please share with us your or your organization's level of satisfaction with the RGA results/report in terms of the following aspects:<br><br>[Other - please specify] | C1: To better understand your needs, please explain why the COVID-19 Rapid Gender Assessment (RGA) results were not used. Please explain how the results could be more useful to your organization. | C2: Do you intend to use the RGA results in the future?<br><br>Note: If response is "No", skip to C3. |
|---------------|--|--|---|---|---|---|
| 1             |  |  |   |   |   |   |
| 2             |  |  |   |   |   |   |
| 3             |  |  |   |   |   |   |
| 4             |  |  |   |   |   |   |
| 5             |  |  |   |   |   |   |
| 6             |  |  |   |   |   |   |
| 7             |  |  |   |   |   |   |
| 8             |  |  |   |   |   |   |
| 9             |  |  |   |   |   |   |
| 10            |  |  |   |   |   |   |

## Monitoring uses of Rapid Gender Assessments on the impacts of COVID-19

Country: \_\_\_\_\_

Name of UN Women CO/Partner organization: \_\_\_\_\_

Title of RGA: \_\_\_\_\_

Email Address: \_\_\_\_\_

| Serial Number | C2_1: Please elaborate how you intend to use the RGA results/report in the future. | C3: Would you recommend, or have you already shared, this data with other organization(s)?<br><br><i>Note: If response is "No", skip to C4.</i> | C3_1: Please provide details regarding recipients of this data. | C4: Do you think the RGA – particularly the survey tool as well as the thematic topics and data items covered – could be further improved?<br><br><i>Note: If response is "No", skip to C5.</i> | C4_1: Please elaborate on where and how you think we can improve the RGA. | C5: UN Women is continuing its work on RGAs, whether on producing more knowledge products or generating new or updated gender and COVID-19 data. Please confirm if we can contact you again in case we need any further information. |
|---------------|--|---|---|---|---|--|
| 1             |  |   |   |   |   |  |
| 2             |  |   |   |   |   |  |
| 3             |  |   |   |   |   |  |
| 4             |  |   |   |   |   |  |
| 5             |  |   |   |   |   |  |
| 6             |  |   |   |   |   |  |
| 7             |  |   |   |   |   |  |
| 8             |  |   |   |   |   |  |
| 9             |  |   |   |   |   |  |
| 10            |  |   |   |   |   |  |

# ANNEX 3. REFERENCE QUESTIONNAIRE

## Monitoring uses of Rapid Gender Assessments on the impacts of COVID-19

In response to the unprecedented situation posed by the COVID-19 pandemic, UN Women and its partners, through the Women Count programme, have initiated primary data collection to provide up-to-date information on trends and analysis on a range of topics related to the gendered impacts of COVID-19.

As a result, UN Women commissioned Rapid Gender Assessment surveys on the impacts of COVID-19 (RGAs). After completing nearly 45 surveys, UN Women would like to assess its usefulness for ministries, other users and stakeholders. Specifically, we would like to collect information on use cases of the RGAs. This will contribute to increasing understanding of the importance of gender data in developing gender-responsive COVID-19 policy responses and strategies. This also aims to assess the extent to which rapid gender assessments have been designed and implemented as a cost-effective and time-efficient tool to support countries in assessing the situation of women and girls during the pandemic.

The survey will take less than 20 minutes.

Your feedback is very important to us. We would appreciate receiving your responses two weeks after you receive this questionnaire. Thank you very much for your anticipated usual support and for participating in our survey.

### Section A: Information about the COVID-19 Rapid Gender Assessment and the respondent

*A1. About the UN Women Country Office (CO) or partner organization/institution administering this questionnaire (To be completed by the UN Women CO or partner organization/institution before being shared with respondents)*

- a) Title of the COVID-19 Rapid Gender Assessment (RGA) conducted: \_\_\_\_\_
- b) Partner/s or collaborating organizations/institutions: \_\_\_\_\_
- c) Reference data collection period of the RGA (MM/YY): \_\_\_\_\_
- d) Date of dissemination (MM/YY)
  - a. Preliminary results: \_\_\_\_\_
  - b. Publication/Report: \_\_\_\_\_

- e) Frequency of administering this questionnaire on the use of RGA:  
 Quarterly                      Semi-annual                      Others (Please specify): \_\_\_\_\_
- a. Reference period of this questionnaire on use of RGA (MM/YY): \_\_\_\_\_
- b. Focal point on this monitoring of use cases
- i. Name \_\_\_\_\_
- ii. Email address \_\_\_\_\_

*A2. About the respondent(s) (To be completed by the respondent(s))*

- a) Respondent
- a. Name: \_\_\_\_\_
- b. Email address: \_\_\_\_\_
- b) Affiliation:
- Ministry of Women / National Machinery for Gender Equality and Women’s Empowerment (GEWE) / institutional mechanism for GEWE
- National Statistics Office    UN agency
- Other government agencies    Other development partners
- Academia    Other government agencies
- Research institution    Media
- NGOs, CSOs    Others (Please specify): \_\_\_\_\_
- c) Name of the organization/institution: \_\_\_\_\_
- d) When did you or your organization/institution receive or access the RGA results/report? (MM/YY): \_\_\_\_\_
- e) How did you or your organization/institution receive or access the report? (Please check all that apply.)

- |  |   |
|--|---|
| Launch of the results (including presentation of results in a meeting) | Women Count Data Hub (data.unwomen.org) |
| Email distribution   | Forwarded by someone else               |
| Partner in RGA implementation  | Social Media                            |
| Search engine  | Others (Please specify): _____          |

A3. Did you or your organization/institution use any information from the RGA?

Yes, please proceed to Section A4

No, please proceed to Section C

A4. Which aspect of the RGA did you or your organization use?

Results and findings, please proceed to B1

Methodology or questionnaire, please proceed to B2

Recommendations, please proceed to B1

Others (Please specify): \_\_\_\_\_

## Section B: Specific use of the Rapid Gender Assessment survey on the impacts of COVID-19

B1. Please select from the options below how the COVID-19 RGA results or report were used by the organization or institution, and explain how. (Please check all that apply.)

For emergency response, including policies and programmes

*Note: Please provide details such as the title of the policy/plan/programme, objectives and target beneficiaries*

For longer-term planning, policy formulation, or targeting programme beneficiaries

*Note: Please provide details such as the title of the policy/plan/programme, objectives and target beneficiaries*

For budgeting

*Note: Please provide details such as how the results were used, share of the budget allocated to gender-responsive policies, strategies and recovery plans.*

For advocacy and influencing other decisions (e.g., on policymaking, awareness-raising/media messaging, further data collection)

*Note: Please provide details on the outreach and advocacy initiatives that influenced policy changes.*

For resource mobilization (including proposals)

*Note: Please provide details such as the title of the project, objectives, budget, and target beneficiaries.*

For reporting (including national reports, SDG reports)

*(Reports include the Socio-Economic Impact Analysis or Social Economic Response Framework, UN Common Country Analysis, Gender Equality Brief or Profile, Beijing Platform for Action or CEDAW reporting, Voluntary National Review, Progress Monitoring Report on the National Development Agenda or similar national policy documents.)*

*Note: Please provide details such as title of the report and integration of RGA results in the report.*

Other uses

*Note: For example, data collection, partnership-building and media stories. Please provide details.*

## B2. Which thematic topic/s of the RGA was/were used? (Please check all that apply.)

General knowledge and information on COVID-19

Employment and livelihood resources

Time spent on activities for own household

Personal and family experiences during COVID-19 (e.g., physical or mental health, migration, school cancellation)



Access to basic health and medical goods and services (e.g., medical as well as sexual and reproductive health supplies and services)

Access to other basic goods and services (e.g., food, water supply, public transport, social services/ assistance)

Other country-specific topic(s) included in the COVID-19 rapid gender assessment (Please specify):  
\_\_\_\_\_

**B3: Please share with us your or your organization's level of satisfaction with the RGA results/report in terms of the following aspects:**

a) Relevance (i.e. extent to which it meets your needs)

Not at all satisfied      Slightly satisfied      Neutral      Very satisfied      Extremely satisfied

b) Timeliness

Not at all satisfied      Slightly satisfied      Neutral      Very satisfied      Extremely satisfied

c) Accessibility of data

Not at all satisfied      Slightly satisfied      Neutral      Very satisfied      Extremely satisfied

d) Presentation of data

Not at all satisfied      Slightly satisfied      Neutral      Very satisfied      Extremely satisfied

e) Others (Please specify): \_\_\_\_\_

Not at all satisfied      Slightly satisfied      Neutral      Very satisfied      Extremely satisfied

## Section C: Better understanding users' and stakeholders' needs

**C1. To better understand your needs, please explain why the COVID-19 rapid gender assessment (RGA) results were not (yet) used. (Please respond only if you did not use the RGA results (yet); otherwise, please go to C2.)**

*Note: Please explain how the results could be more useful to your organization. For example, do you find the results not very relevant to your work? Did the RGA not offer new information? Were there concerns about the credibility or completeness of data?*

**C2. What use of the RGA results can be anticipated in the future, or what concrete plans are there to use them? (Please respond regardless of your previous use of the results.)**

Yes, please provide details in the box below.      No

*Note: Please elaborate how you intend to use the RGA results/report in the future.*

C3. Would you recommend or have you already shared the RGA results with other organization(s)? (Please respond regardless of your previous use the survey)

Yes, please provide details to whom (if allowed to share their details) \_\_\_\_\_

No, please proceed to C4.

C4. Do you think the RGA could be further improved? Which areas or aspects of the RGA (i.e., survey tool, topics covered, results) could be further improved? (Please respond regardless of your previous use of the survey)

Yes, please provide details in the box below. No

*Note: Please elaborate on where and how you think we can improve the RGA.*

C5. UN Women is continuing its work on COVID-19 rapid gender assessments, whether on producing more knowledge products or generating new or updated gender and COVID-19 data. Please confirm if we can contact you again for further information, if needed.

Yes No

Thank you very much for your time and valuable inputs! Should you have any questions or need clarifications, please feel free to contact the UN Women Country Office or our partner organization through [UN Women CO focal point's e-mail address](#)



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New York, New York 10017, USA

[data.unwomen.org](http://data.unwomen.org)  
[www.unwomen.org](http://www.unwomen.org)  
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