To: Survey respondent

CC: any technical points of contact listed in the survey

Subject line: Mercy Corps GIS Landscape Assessment

Dear [colleague],

I hope that you are doing well. We are conducting an internal assessment of geospatial data collection and use to help us understand how Mercy Corps is currently using spatial (GIS) data and what some of the opportunities and constraints are for using it more effectively for monitoring and evaluation purposes.

In the MEL Tech survey you indicated that [one or more of your programs] is using spatial data to map your program implementation locations and/or participant locations. We would appreciate if you could answer a few brief additional questions about this, specifically:

* What decision or motivation led you to collect this data? *For example, was this data collected as part of a routine project activity (i.e. baseline, endline, etc.) just for reference, or was it specifically collected for an analytical purpose?*
* What kind of data was/is collected? *Did you collect GPS coordinates, boundaries/shapes (e.g. polygons) or something else? What physical feature did the data record, i.e. households, distribution points, etc.?*
* Did you use the map to answer a question, make a decision, or inform the program in some way? *If so, please briefly describe.*

If you don’t know the answers to these questions, we would appreciate it if you could forward them to someone who may be able to answer? The exact details of responses will remain strictly internal to Mercy Corps, but we will summarize information received from all programs to generate a summary assessment report. This report will be checked to ensure anonymity and then shared with GeoField partners and external stakeholders. If you have any questions or concerns about these protection steps, please feel free to message me on Teams or respond here.

Thank you in advance for your input!