



Integration policies: Who benefits? *The development and use of indicators in integration debates*

Evaluation Research Data Collection Guidelines

CIDOB & MPG

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1. Project background

The project “*Integration policies: Who benefits? The development and use of indicators in integration debates*” (henceforth referred to as the project) is led by the [Barcelona Centre for International Affairs \(CIDOB\)](#) and [the Migration Policy Group \(MPG\)](#). It aims to improve migrant integration processes through knowledge transfer on integration policies. Namely, it provides up to date, clear, well researched and analysed, factual information on migrant integration policies in 7 key areas in participating countries. Consequently, the project has the objective of informing and engaging key policy actors about how to use indicators to improve integration governance and policy effectiveness for legal immigrants.

The project is co-funded by the European Fund for the Integration of Third-Country Nationals. It has started in November 2013 and will finish in April 2015.

1.1. Project outline

The main **objectives** of the project are:

- Update and analyse tendencies and changes in integration policies.
- Offer suggestions for policy improvement in all participating countries.
- Involve immigrants in the debates, with the objective of knowing how the policy changes impact their daily lives.
- Strengthen the capabilities of the policymakers, professionals and of the immigrant representatives through the use of the results in their work.

To achieve these objectives, the project has the following **goals**:

- Identify and measure integration outcomes, integration policies, and other contextual factors that can impact policy effectiveness.
- Describe the real and potential beneficiaries of policies.
- Collect and analyse high-quality evaluations of integration policy effects.

Consequently, the **activities** of the project are:

- Provide detailed and comparable accounts of the most recent policy changes, building on the baseline data gathered in the MIPEX research.
- Collect and analyse statistical information on policy outcomes, context and beneficiaries.
- Identify and analyse evaluations of policy effectiveness.
- Publication and dissemination.



1.2. Integration policy effectiveness: Evaluation research

Currently, it is difficult to say whether specific integration policies have generally succeeded or failed to meet their objectives. The reasons for this uncertainty are many. Most integration policies are relatively new, frequently changing, politically contested, small in scale, and not directly aimed at integration. Another structural reason for this uncertainty is that most evaluations of integration policies are often not reliable enough to measure the impact of the policy. This is perhaps unsurprising given that econometric studies are relatively new in the area of social policy. Studies where migrants' integration related outcomes are systematically compared to their *ex ante* outcomes, or to those of similar groups of non-participants are still rare. Moreover, considerable difference exists with regards quality of studies.

Given the few number of evaluations in most countries, policymakers can only rely on the monitoring of integration statistics and public opinion surveys, which are tempting but unreliable measures of the success or failure of integration policies. This is worrying approach to assume a clear link between specific integration policies and aggregate integration statistics. Because policies are usually adopted in response to “integration problems” justified with these weakly justified links. For example, countries with significant gaps in employment and education outcomes tend to adopt ambitious labour market integration and education policies. Countries with stronger anti-discrimination laws often have publics who believe that discrimination is widespread in society. All this says more about why policies adopt integration policies, but little about how effective these policies are for integration. Without specific policy evaluations, policymakers run the risk of making the wrong decision and setting unrealistic expectations for integration, which may simply perpetuate thinking that ‘integration has failed’ and lead to the scrapping of policies that are actually doing a lot of good.

Despite the scarcity in this body of literature, it is important to recognize that if we manage to bring together all research conducted in the field in various immigration countries; we will be able to draw general conclusions that can help policy makers. This is an important challenge that has not been taken by researchers before, but is of great significance.



2. Methodology of the evaluation research

2.1. Aim of the evaluation research

The methodology of the evaluation research consists of an extensive and systematic literature review on integration policy effectiveness research in different policy areas in the EU as well as some other major immigration countries such as the United States, Canada and Australia. In cooperation with evaluation experts in each country, our objective is to get access to studies on integration policy evaluation that meet the eligibility criteria as will be defined in Chapter 3. Once we have a database composed of all research collected over more than 10 countries, we will assess which policies succeed or fail under what conditions.

We plan to conduct meta-analysis to compare the effectiveness of different policies where high-quality quantitative methods have become the norm in integration policy evaluation. Where the research is more scattered and conducted with non-comparable methodologies, an overall evaluation will be given in a qualitative manner.

In the remainder of this training manual, we discuss the important issues for a good cooperation between the experts and the project research team. The manual begins with defining the selection criteria for literature that is of interest for the research. Next, we explain how the experts can search for literature (Chapter 4), systematically categorize and fill in the necessary information from each study (Chapter 5) and share the data (Chapter 6). Finally, in Chapter 7, information regarding supervision and timeframe of the project is presented.

2.2. Tasks of evaluation experts

- Exhaustive desk search on identifying research on integration policy effectiveness in the country(s) of interest:
 - Identify national evaluations and retroactive and prospective impact assessments in the seven MIPEx policy areas: labour market mobility, family reunion, education, political participation, long-term residence, access to nationality and anti-discrimination
 - Collect quantitative research on integration policy evaluations in line with criteria established by MPG and CIDOB that specifically look at causal relationships between policies in the abovementioned areas and integration outcomes
 - Fill out an Excel information sheet describing in English each study in a systematic and standardized manner
- Communicate regularly with evaluation researchers during the data collection period:
 - Translate in English important information about the studies when necessary
 - Upload Excel information sheet regularly on Drop box account
 - Upload studies included in the Excel information sheet in Dropbox account

The evaluation expert has 8 full working days to carry out the tasks identified above.

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Only in exceptional cases, with the confirmation of Özge Bilgili, up to three extra days can be assigned to the evaluation expert to complete the work.

The division of time for study search and filling in the template is up to the expert's availability and abilities. However, our strong suggestion is that the template filling should not be left to the final days of the fieldwork. The experts are advised to fill in the template every time they find an eligible study. This will help the evaluation researcher to supervise the work concurrently.

Important note: Mid-way through the data collection period, we will also discuss with each expert the progress of their work in terms of finding eligible quantitative research. In cases where quantitative research is almost non-existent, we will discuss the option of including good quality qualitative research. In this regard, while the evaluation experts are encouraged to focus primarily on quantitative research, they can keep qualitative research in their files and share them when necessary.



3. Selection criteria for literature

- The research will look at **effectiveness** in terms of the **impact of the policy** on the outcomes of participants.
- Policy evaluation selection criteria: Refers to the **characteristics** and **qualities** of the policy/program and studies.

Distinguishing features:

- Policies of interest should target the integration of migrants in different domains of life. A wide range of policy interventions and programs are acceptable (See Appendix B).
- The policies should be at national level. That being said, the program can be targeted towards the whole population or migrants only.
- Both long and short term interventions are acceptable. The study is eligible even if the time frame is not known.
- The specific policy areas we are interested in are:
 - Labour market mobility
 - Family reunion
 - Education
 - Political participation
 - Long-term residence
 - Access to nationality
 - Anti-discrimination
- The research methodology should aim to study causality between the specific integration policy/program and integration outcomes, rather than simple association.

Research respondents:

- The research is inclusive with respect to the target population of the policies and studies. There is no specific restriction with regards to type of migrant (labour, student, family formation/reunification etc.), legal status (irregular or regular), citizenship status, years of stay, origin country, gender, age, SES, or education.
- While some studies will have comparisons within migrant populations, other studies will have the native population as a comparison group.
- Policy intervention may define migrants in different ways: by country of origin, foreign citizenship, foreign born individuals, or individuals whose parents or grandparents were foreign born.

Key outcome variables:

- Outcome variables refer to indicators that allow us to measure migrants' integration processes in each policy domain (See Appendix A for detailed list of key outcome variables).
- The evaluation can look at short, medium and long term effects of the policy intervention.

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- The studies should give enough information to identify their source, data, methods and procedures. Below a list of examples concerning each dimension can be found. All studies should have the following information except for the ones which are noted as optional. A detailed description of what is exactly meant with each dimension can be found in Chapter 5.

Examples of source descriptors

- Publication form
- Year of publication
- Country of publication, language

Examples of methods and procedures

- Sampling procedures or method (e.g. random probability sample) (*optional*)
- Data type and survey design (e.g. longitudinal, cross-sectional etc.)
- Quality of measures (*optional*)
- Forms of data analysis

Examples of substantive issues

- Sample descriptors (demographics (e.g. SES, age, sex, education, ethnicity), personal characteristics)
- Independent variables (e.g. policy intervention)

Research methods:

- Policy intervention must be evaluated by micro-econometric methods
- The basic methodologies can be summarized as follows:
 - Cross sectional research with comparison group
 - Longitudinal research with comparison group
 - Duration model with comparison group
 - Experimental design
 - More specific examples are: regression discontinuity, propensity score matching, instrumental variable, difference-in-difference
- The evaluation impact findings should identify significant and non-significant relationships as well as the direction of the relationship (positive and negative).
- The evaluation should state the sample size clearly.
- The evaluation can look at separate estimations with respect to country of origin, migrant status, age and gender etc..

Cultural and linguistic range:

- Studies that are written in the language of the country of interest and English are acceptable for this research. When the study is in the language of the country of interest, the experts need to provide the information in English.

Time frame:

- We are interested in studies that are conducted since 1995.
- While the publication date should not preferably be before 1995, the data used in the study can be from earlier years.

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Publication type:

- We include a wide range of publication types: Journal articles, books, dissertations, technical reports, unpublished manuscripts, conference presentations, government reports.
- *Note on unpublished papers:* It is known that the effects reported in published studies are generally larger than those reported in unpublished ones. If we do not include unpublished good-quality papers, we might run into the problem of having an upward bias in our analysis.



4. Literature collection

4.1. Finding references

- Find bibliographic references to potentially eligible studies
 - Obtain copies of these studies and screen them to assess their eligibility
 - If eligible, keep them to code in the Excel database
-
- Aim for an inclusive, and yet relatively focused bibliography
 - Use multiple sources for finding references:
 - ✓ Review articles
 - ✓ References in studies
 - ✓ Computerized bibliographic databases
 - ✓ Bibliographic reference volumes
 - ✓ Relevant journals
 - ✓ Conference programs and proceedings
 - ✓ Authors and experts in the area of interest
 - ✓ Government agencies

4.2. Screening studies

- Skim through studies based on selection criteria discussed in Chapter 3
 - a. Exclude studies that are not eligible for the evaluation research
 - b. Contact evaluation researcher if not decisive about the eligibility of the study
 - c. If study is eligible, enter the data in the relevant databases as described in Chapter 5
- Screening studies at hand is one of the most important parts of this project. Bear in mind that our objective is to have a comprehensive database, and we do not want to miss any important evaluation research.
- There may be multiple studies that do not meet the selection criteria perfectly. In these cases, never hesitate to contact the evaluation researcher. While some studies may not have ALL necessary information for meta-analysis, they may still provide useful information about integration policy outcomes in a given country.

4.3. Remarks about literature collection

- It is possible that the evaluation experts will find more studies in certain policy dimensions than in others.
- When searching for studies, experts are advised to try various keywords that can be considered as synonyms.
 - For example, instead of only typing migrant, try words such as foreigner, first-generation, immigrant, dual-citizen, labour migrant, refugee etc..
 - Do not only use integration, but also concepts such as assimilation and incorporation.
- Please pay attention: Many studies will be on a national level, and migrants will only be part of the analysis as a sub-group. Because of this reason, it may not be directly clear from the abstract if the study includes migrants in the analysis.

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However, a national level study that you do not expect to include migrants may in fact include them as a sub-category.

- Checking the references helps a great deal. Look for references in the text and search for these studies.
 - Experts will also see that when doing these cross checks, at times, it is possible to learn about drawbacks about other studies in studies that refer to them. Any information gathered this way needs to be included in expert notes.
- Once a good study is found, its authors can be contacted to give a lead to find more studies.



5. Data entry and coding (Using Excel)

5.1. Data scheme

Each expert will receive an Excel workbook which will constitute the database for each country. This means for this research there will be 12 Excel workbooks. Within each workbook, there will be 8 sheets, first sheet being the codebook. The sheets are named after each policy dimension.

Each expert is assigned a number, each country and policy dimension has a separate code. It is of great importance that these codes are inserted in each line, in all sheets as later on they will make it possible to merge the worksheets from each country.

The list of codes can be found on the first sheet (Codebook) of the Excel workbook.

The data scheme consists of different modules. In the following, the details of the data scheme are explained to guide the experts to fill in the data scheme correctly:

Identification: Each section has the code of the expert, country and policy dimension

Expert: Choose expert name from the list.

- If someone different than the main researcher is doing the coding, they need to specify their name.

Country code: In which country is the study conducted?

- If you find studies about other countries (e.g. Denmark, Norway, Switzerland), please contact the evaluation researcher. If the study country is part of the research, we will delegate the work of data entry to the specific country expert. If not, the evaluation expert who has found the study can insert the information about the study in their worksheet.

Policy dimension: What outcomes does the policy intervention relate to? Choose from the list.

ID: Give a unique number to each study.

- In case there are several policy interventions in one study, insert the same ID number and code the information in the next line. In this sense, the database is a multi-level one where information on different policy interventions can be collected in one study (See Module C for more details).

Module A: Reference related information

Authors: Write the last names of the authors

- Write up to three last names

Year: Write the year in which the study was published

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Publication type: Indicate whether the study is peer reviewed or not. For example academic journal articles are peer reviewed, but a working paper or an unpublished manuscript might not have been reviewed.

- If you are not sure if the study is peer reviewed, indicate this with “don’t know” category.

Full reference: Insert the full reference for citation. APA Style preferred (Simple examples: <http://www.library.mun.ca/guides/howto/SampleAPAStyleReferences.pdf>)

Abstract: Copy and paste the abstract. If there is no abstract, summarize the study in your own words in no more than 250 words. If the abstract is not in English, please translate.

Module B: Study related information

Data sources: Most studies make use of multiple survey data. Name all these sources (e.g. Migration and Development Survey 2010). Mention also if the data is specifically collected for the research.

Data type: Define whether the data was collected at one point in time or if it was collected over time at several points in time.

Data period: Write down the year(s) in which the data was collected. Do not mention months.

Total sample size: Write down as indicated in the study

Migrant sample size: Write down as indicated in the study.

- In a study that is conducted among migrants only the total sample will be equal to migrant sample size.
- In studies that include other groups, it will be important to have an idea about the share of migrants in the total sample.

Sampling strategy: Write down the way in which the sampling for the data collection was done. If it is not clear, mention this ambiguity.

- Sometimes these strategies are worded differently. Try to understand to what category the strategy used in the study fits the best.

Methodology: Choose from the list

Methodology description: Give the specific name of the methodology used.

Module C: Policy intervention

Target group gender: Does the study include males or females or both?

Target group age: Mention if the policy is target towards a certain age group.

- In case the age group is not mentioned, but you are sure that the policy is targeted towards the active population, choose answer 2.

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Target group: Who is eligible for the policy intervention?

- Is it a policy for the whole population or a policy targeted towards only migrants or refugees?
- Although MIPEX does not include refugees, in this project, we have decided to include studies regarding programs for refugees as there are quite a few programs and evaluations for this specific group that can be highly informative.
- If the intervention is targeted towards another type of specific category, mention clearly (e.g. individuals with welfare benefit only)

Target group specification: Answer this question only if the policy is targeted towards migrants or refugees.

- If the target group is a migrant community, define what origin countries/regions are selected especially (e.g. Turks, non-Western migrants, non-EU migrants)

Policy intervention type: The complete list of policy intervention types are in Appendix B.

- **Important note:** If there are multiple policy interventions evaluated in one study, make sure that you insert these information and the results module in corresponding lines. That is to say the first policy intervention and outcomes on the first line, the second policy intervention and outcomes on the next line, and the third policy intervention and outcomes on the third line. It is imperative that information about different interventions is not mixed.

Policy intervention full name: Please insert the full name of the policy intervention– both the original and the translated version in English if necessary.

Module D: Results

For each study, we allow for inserting information about 4 time points for three outcome variables. Not all studies will have as many time points. At times, it will be a cross-sectional study where the time point is not relevant. The time points, outcome variables, results and significance levels are numbered. The information needs to be inserted with respect to these numbers.

Time frame: choose from the list to what time period a certain outcome relates to

- The evaluation can look at short, medium and long term effects of the policy intervention. Studies will have different definitions of short, medium and long term effects, therefore rather than defining time periods with these terms; we will include data on exact time frames (e.g. 3 months, 6 months, and 9 months). After having gathered all the information on different time frames, we will make a decision on what time frame we consider as short, medium and long term.

Outcome variables: Choose the outcome variables looked at in the study. The full list of outcome variables can be found in Appendix A. If the outcome variable is not in the list, you can insert it as indicated by the study.

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Results: Choose the main statistical result on an outcome dimension based on the empirical analysis

- As you will see in the Excel workbook, for each outcome we allow for you to indicate results for 4 time points, and the current structure includes 3 outcome variables since we assume that most studies do not have more than 3 outcome variables. However, there will be studies with more outcome variables. If you need to insert more outcomes, you can copy and paste and include as many outcome variables as needed.
- To insert additional outcome variables, you may copy columns AR to AY and insert them before 'other important results'. Please make sure that you change all the 'outcome 3's and 'result 3's for each time frame to 'outcome 4' and 'result 4'.

Other important results: In the main results part, we need to have a general overview of the impact of a policy on immigrants. In addition to these results, some studies provide more detailed information by looking at different sub-categories of immigrants. For instance, the impact of a policy can be given for male/female immigrants or immigrants from different age groups. When such results are indicated in research, we would like to have a summary of these results and learn if the policy impact is different for sub-categories of migrants. Additionally, you can also insert any other result that you think is of significance.

Module E: Quality evaluation

Robustness checks: List different types of checks done

- Studies include robustness checks, to assess if the results hold under different conditions or in different cases. In most cases authors specify several robustness checks done at different stages of the analysis. Please list them all. Robustness checks not only include the ones conducted before the analysis, but also multiple models run to check the strength of the models.

Evaluation independence: What is the researchers' relation to stakeholders? (Independent agency or not?)

Remarks on sampling: Mention the specific issues that the authors paid attention to regarding sampling. In what ways the sample is representative? Are there problems with the selection of the sample?

Your remarks on validity: Any remark that the expert would like to share with us to evaluate better the quality of the study

Remarks on validity noted in study by authors: Mention any relevant information that may help us evaluate the soundness of the study

Remarks on validity by any external expert review/critique of study: If there is any other information that could help us evaluate the quality of the study, please share.



5.2. Remarks about data entry

- Once the information for the first three columns are inserted, it is advisable to make Column D the first column and freeze it (*view – freeze panes – freeze first column*) in order to avoid mistakes and make sure that the information is written on the correct line.
- Coding the scheme may become a complicated task at times. If it is an option, we would advise the experts to discuss coding challenges with other colleagues. When faced with complex information and have problems, experts can also always contact Özge Bilgili.
- For categorical questions, to choose the correct answer, please use the little arrow on the right of each box. This will avoid typos and let us have consistency in answers.
- In categorical questions, if you need to write something different than in the list (other (specify) is a reminder for this), type in the answer.
- For open-ended questions, please be clear and concise.
- In the coding scheme, we have aimed to be as comprehensive as possible, but when working with so many different countries, in fact it may be difficult to categorize some of the information in advance. In other words, we need to be aware that we will be facing many exceptions and at the end of the data collection period, some of the data will need to be recoded. To be able to do this, we need to have as much information as possible from the expert about the exceptions. Therefore, please make use of the “Other (Specify)” categories clearly and precisely.
- **IDENTIFICATION:** This section is of great importance. If you have multiple policies, and hence multiple lines for a single study, please have the information of the ‘identification’ section on each line. Basically, the first four columns should always be fully filled. This way, when the whole database is complete, we will be able to merge the data from different countries and policy dimensions more easily.



6. Data sharing

- The evaluation researcher will share with each expert a folder in Dropbox. The experts are asked to download all the studies in the database to this folder – in each specific policy dimension. Each expert will have a folder for their country. The experts are also asked to upload the Excel workbook frequently in this database. The evaluation researcher will follow up the work and check the database regularly.
- In some cases, we already have some studies that can be eligible for the research. These are already categorized in Dropbox folders. Experts can start with going through these studies, and take them as a first lead to find other studies. These studies need to be coded in the worksheets by the experts.
- We are happy to discuss future collaboration options if at any point the evaluation expert is interested in contributing to the writing of the outcomes of this research or in working on a specific paper together with the MIPEX research team.



7. Supervision & Timeframe

When the experts receive the training manual, they will have the first week of the data collection to study it and get in contact with the evaluation researcher (Özge Bilgili). The researcher can arrange one-to-one meetings with the experts when necessary to make sure that all steps of the research are well understood by the experts.

The experts will be asked to send their first day of work to the researcher so that the quality of data collection and entry is checked and controlled. After the first round of training, the researcher will maintain regular contact with all experts, and the experts are also expected to communicate any problems and challenges with respect to data collection at all times for the aim of avoiding mistakes before the end of the data collection.

Timeframe for data collection

3 March	Preparation and start of the data collection
3 – 7 March	First week of data collection: Strong supervision and control of data entry
25 April	End of the data collection
28 April – 2 May	Final evaluation of the data collection



Appendix

Appendix A

Codes for outcome variables

Labour market mobility

- 1 employment
- 2 duration of unemployment
- 3 over-qualification
- 4 wages
- 5 income
- 6 welfare dependency
- 7 working hours
- 8 temporary/part time work
- 9 youth unemployment
- 10 public sector employment
- 11 occupational status
- Other (Specify)

Education

- 1 level of educational attainment
- 2 reading literacy
- 3 math literacy
- 4 science literacy
- 5 drop out / early school leaving
- 6 grade repetition
- 7 early school leave
- 8 pre-primary education
- 9 parental involvement
- 10 school expectation of parents
- Other (Specify)

Political participation

- 1 participation in national election
- 2 participation in local elections
- 3 non-electoral political participation
- 4 association membership
- 5 volunteering
- 6 leadership in civil society
- 7 elected representation
- Other (Specify)

Anti-discrimination

- 1 complaints
 - 2 awareness of discrimination
 - 3 reporting
 - 4 knowledge of rights
 - Other (Specify)
-

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Access to nationality

- 1 application for citizenship
- 2 success rate of citizenship
- Other (Specify)

Long term residence

- 1 application for long term residence
- 2 success rate of long term residence
- Other (Specify)

Family reunion

- 1 application for family reunion/formation
 - 2 success rate of family reunion/formation
 - Other (Specify)
-

Appendix B

Codes for policy intervention types

Labour market mobility

- 1 Vocational training
- 2 Subsidised private sector employment
- 3 Subsidised public sector employment
- 4 Job search assistance and sanctions
- 5 General introduction programs
- 6 Language training - general
- 7 Language training - workplace
- 8 Language training - vocational
- 9 Recognition of foreign qualifications/skills
- 10 Financial/ study grants
- 11 Granting access to labour market
- Other (Specify)

Education

- 1 Merit scholarship
- 2 Development of pupils' language skills
- 3 Development of parents' language skills
- 4 Promoting participation in pre-primary education
- 5 Extra support for immigrant pupils
- 6 Remedial policies against early school leaving
- 7 Apprenticeships / transition from school-to-work
- 8 Intercultural and diversity education in school
- 9 Teacher training and professional development
- 10 School mixing policies
- 11 Mother tongue / bilingual language learning
- Other (Specify)

Political participation

- 1 Extension of voting rights
 - 2 Creation of consultative bodies
-

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-
- 3 Support/funding for immigrant associations
 - 4 Promotional measures
 - Other (Specify)

Anti-discrimination

- 1 Promotional measures
- 2 Financial assistance (free legal aid, interpreters)
- 3 Alternative dispute resolution procedures
- 4 Sanctions/ financial compensations for victims
- Other (Specify)

Access to nationality

- 1 Additional requirements for long-term residence
- 2 Granting more rights or residence security to long-term residents
- 3 Introduction of birth-right citizenship
- 4 Acceptance of dual nationality
- 5 Inclusion or exclusion of specific groups from eligibility
- 6 Promotional measures
- Other (Specify)

Long-term residence

- 1 Additional requirements for long-term residence
- 2 Granting more rights or residence security to long-term residents
- 3 Inclusion or exclusion of specific groups from eligibility
- Other (Specify)

Family reunion

- 1 Additional requirements for family reunion
 - 2 Granting more rights or residence security to reuniting families
 - 3 Changes to the definition of the family
 - Other (Specify)
-