Financial Tracking Service Tutorial:

Using Data Search

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WHAT IS DATA SEARCH?

Data Search gives you access to all the data in our database. Our data can help answer questions such as:

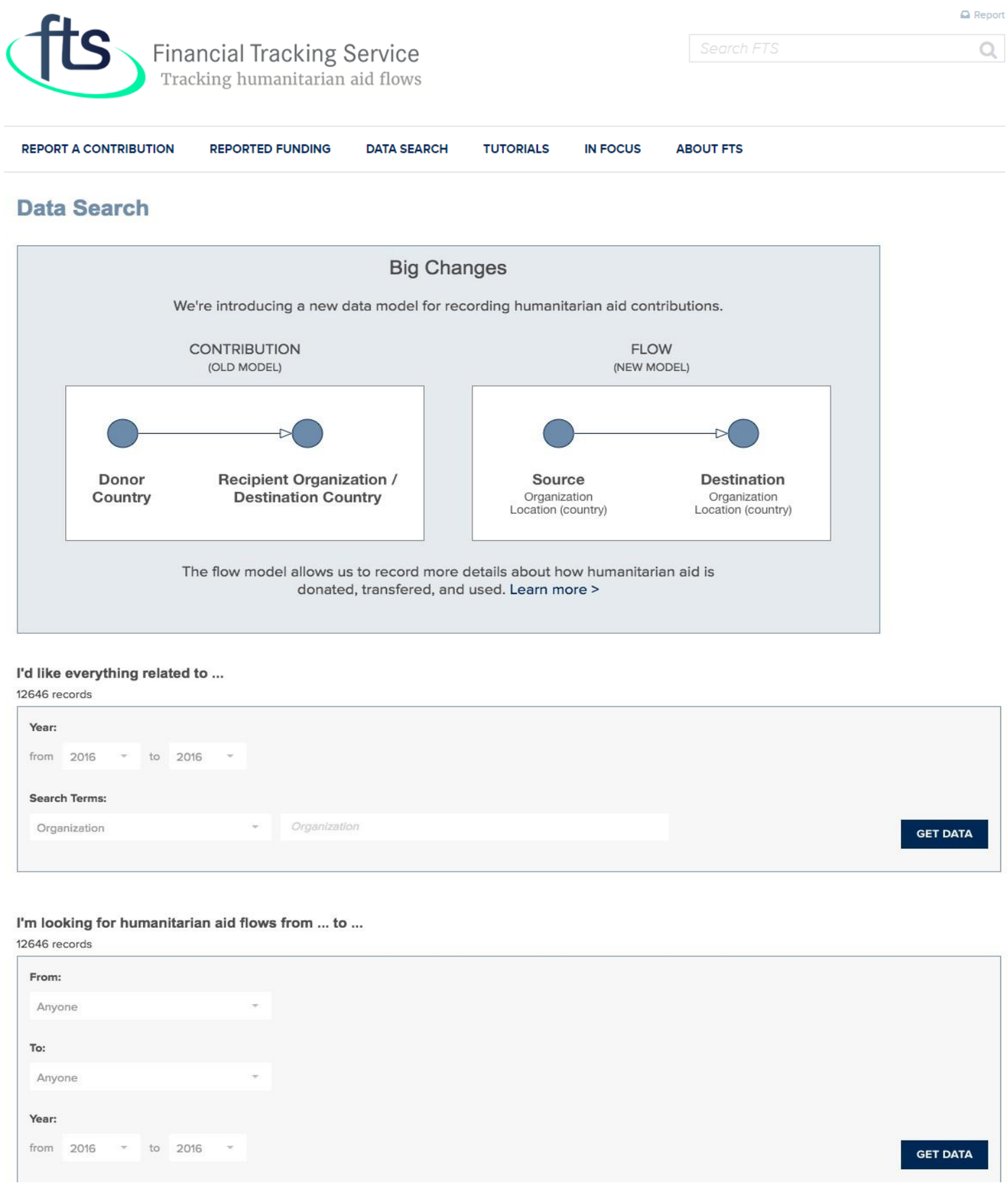
- How much did the United States of America (US) provide UNICEF in Syria in 2015?
- Which project in the Iraq Humanitarian Response Plan 2016 have yet to receive funding?
- How much did each sector receive in Libya in 2014?

When humanitarian contributions are reported to FTS, the details are recorded as a funding “flow”. You can view, organize, and download these flows using Data Search.

1. SEARCH PAGE

Start your search by navigating to the Data Search page of the Financial Tracking Service website: https://fts.unocha.org/datasearch/

Data Search is best used on larger device screens.



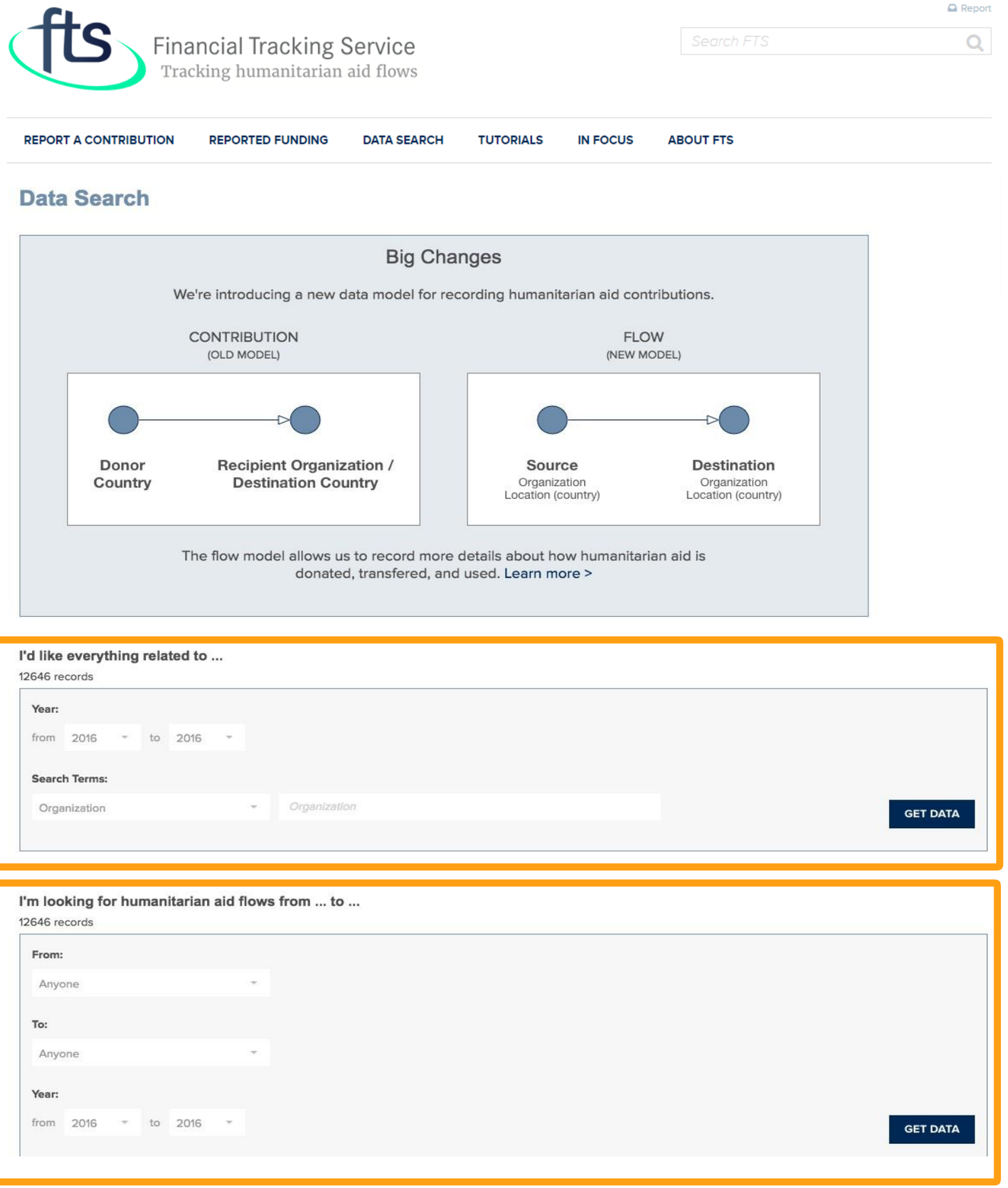
2. SEARCH OPTIONS

There are two ways to search our database.

“I’d like everything related to...” The first search tool allows you to find every financial flow related to your search. For example, when you search for the World Food Programme (WFP), you will see all flows that the WFP received, transferred internally, or distributed to other organizations.

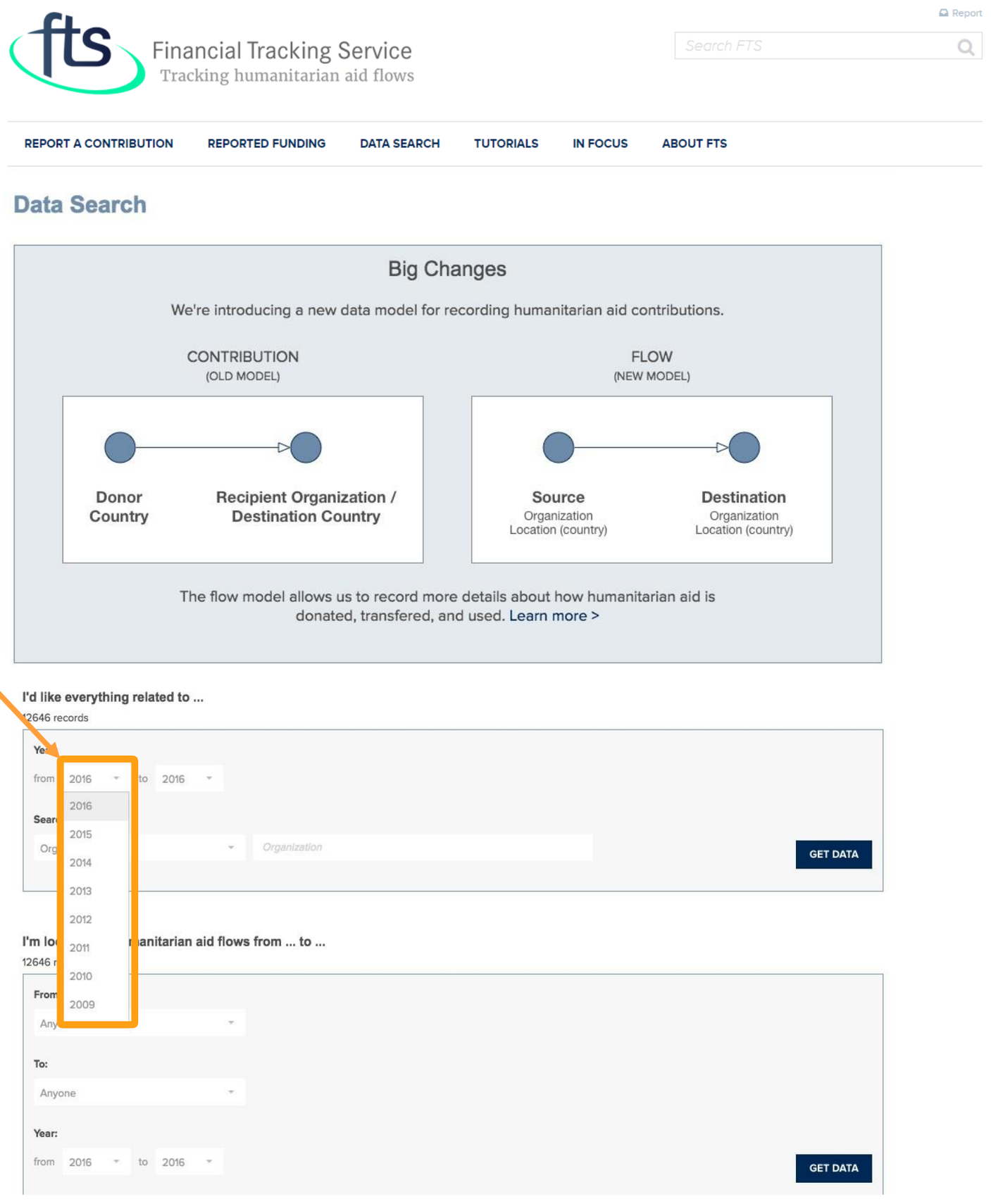
“I’m looking for humanitarian aid flows from [source] to [destination]”

The second search tool helps you narrow your search when you want a specific source or destination. For example, you might search for all flows from the United Kingdom to UNICEF. This is similar to our original custom search tool.



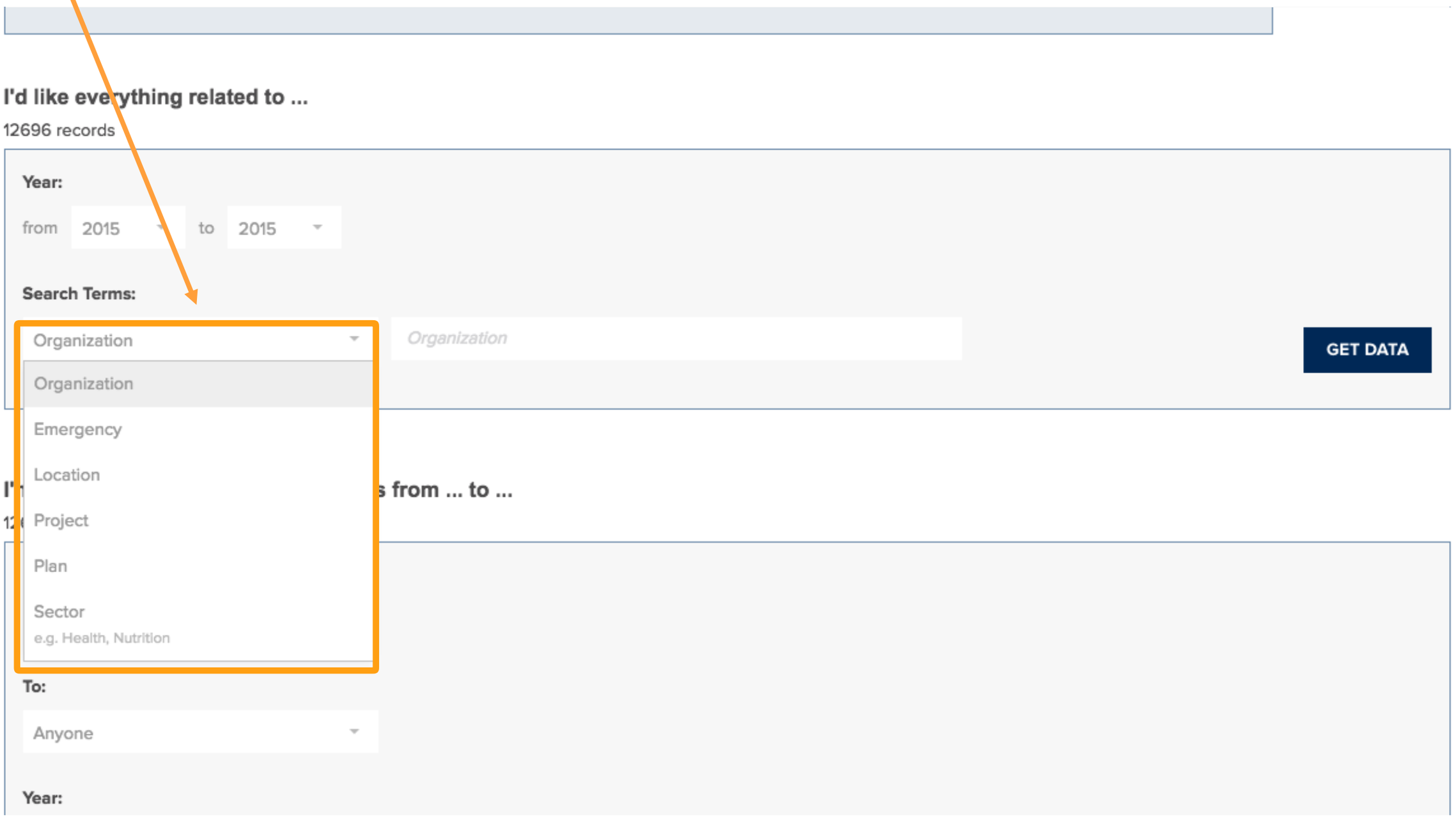
3. YEAR(S)

Choose the year(s) relevant to your search. The year refers to the calendar year the resources were intended to be used, not when resources were allocated.



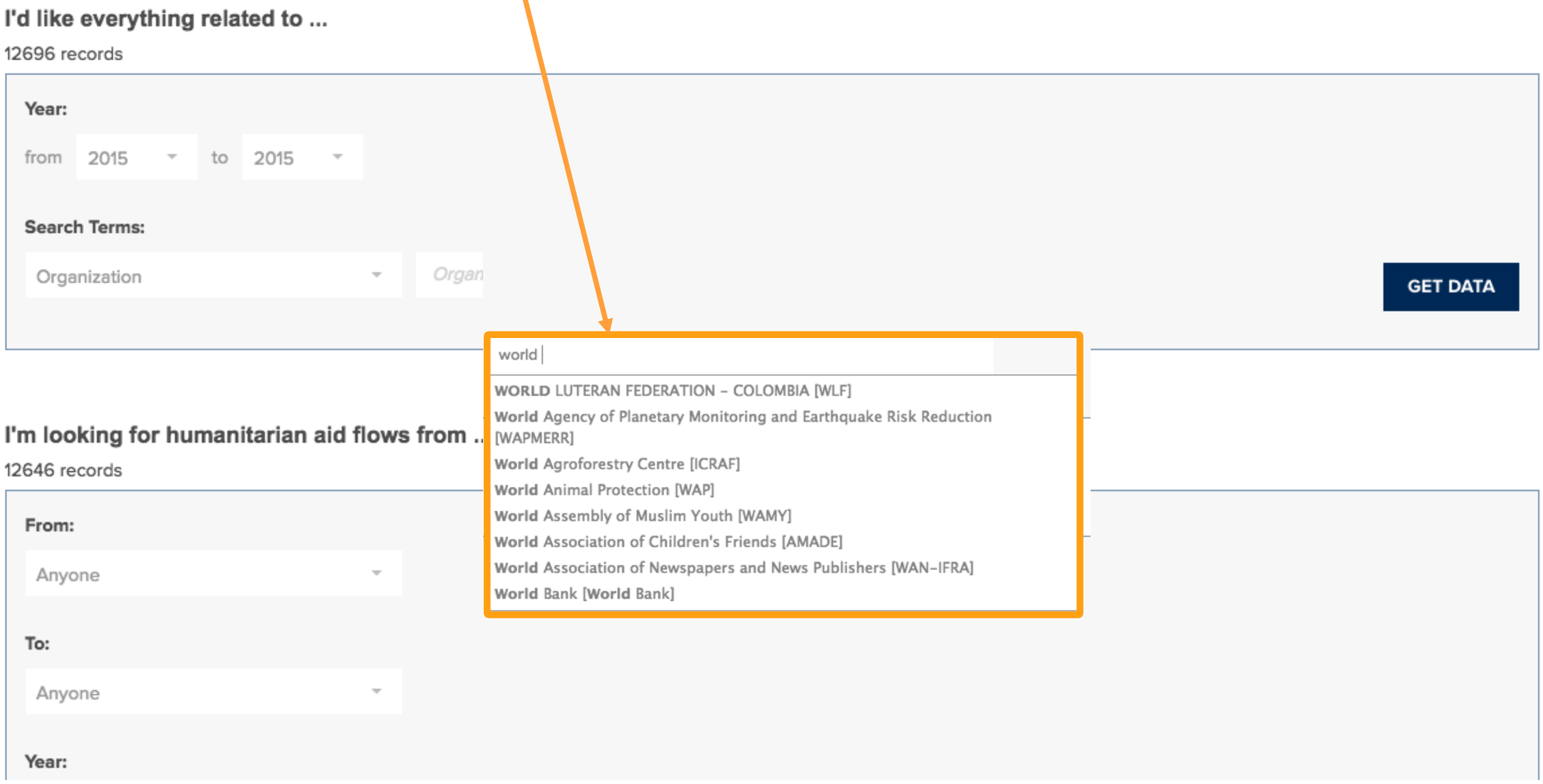
4. SEARCH TERMS

If you're looking for an organization's flows to an emergency, make sure that "Organization" is selected in the Search Terms dropdown. You don't need to define an organization as a source or destination. The results page will help with those distinctions.



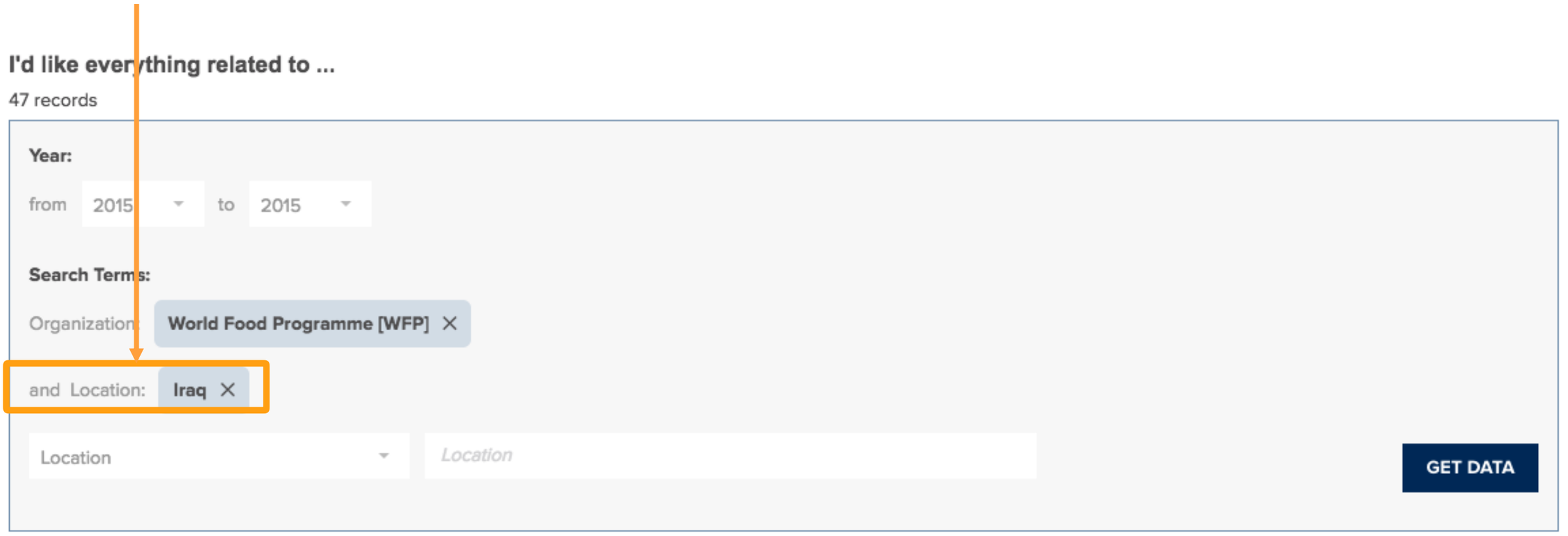
4. SEARCH TERMS (CONTINUED)

In the text box, type the first letters of the organization and then click on a suggestion to make a selection. If you don't find a match, try alternative spellings. If a search term isn't in our database, it's possible we haven't received a report with the data you're seeking.



4. SEARCH TERMS (CONTINUED)

You can enter multiple search terms, one after another. In our example, select “Location” in the Search Term dropdown, then type a few letters from the location name to find a matching location.

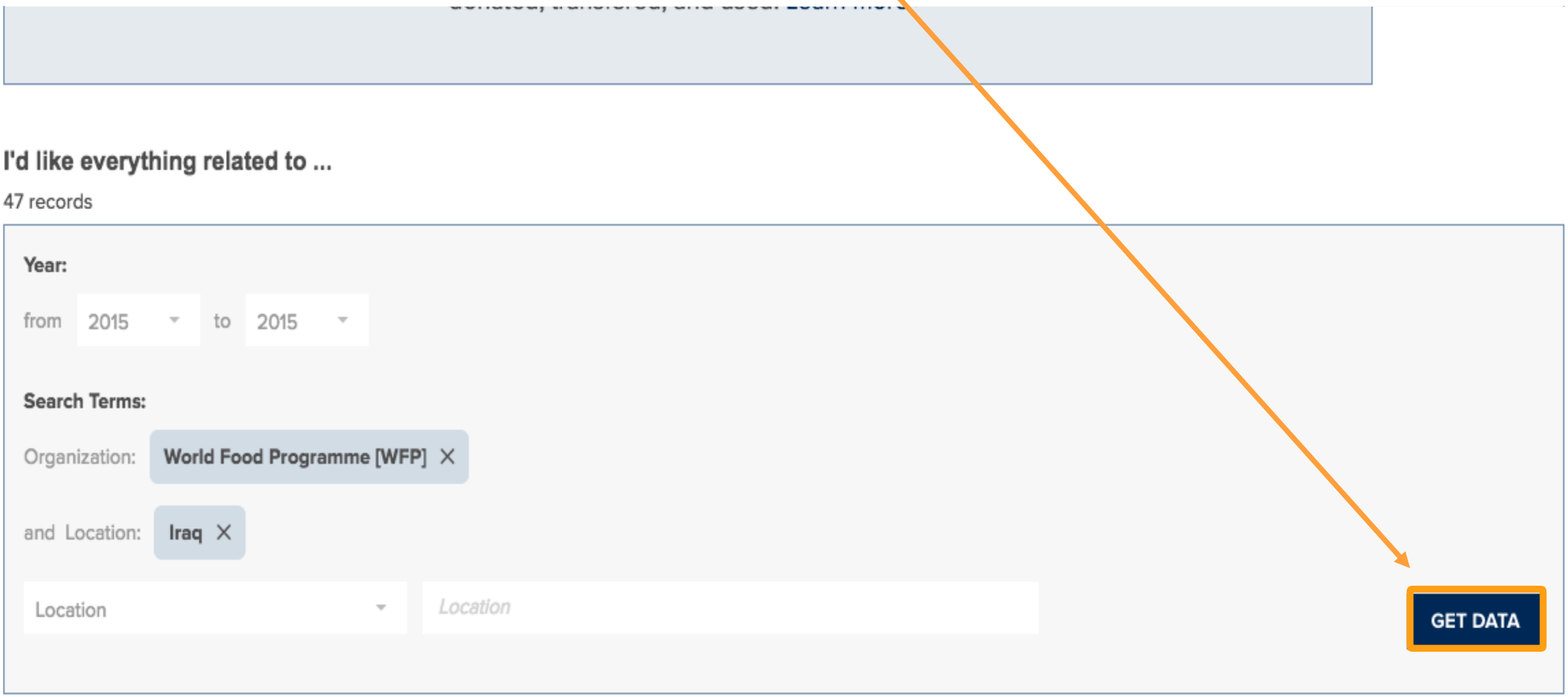


Or humanitarian aid flows from [source] to [destination]

255 records

5. GET THE DATA

When you've entered your search terms, click "Get Data".



Or humanitarian aid flows from [source] to [destination]

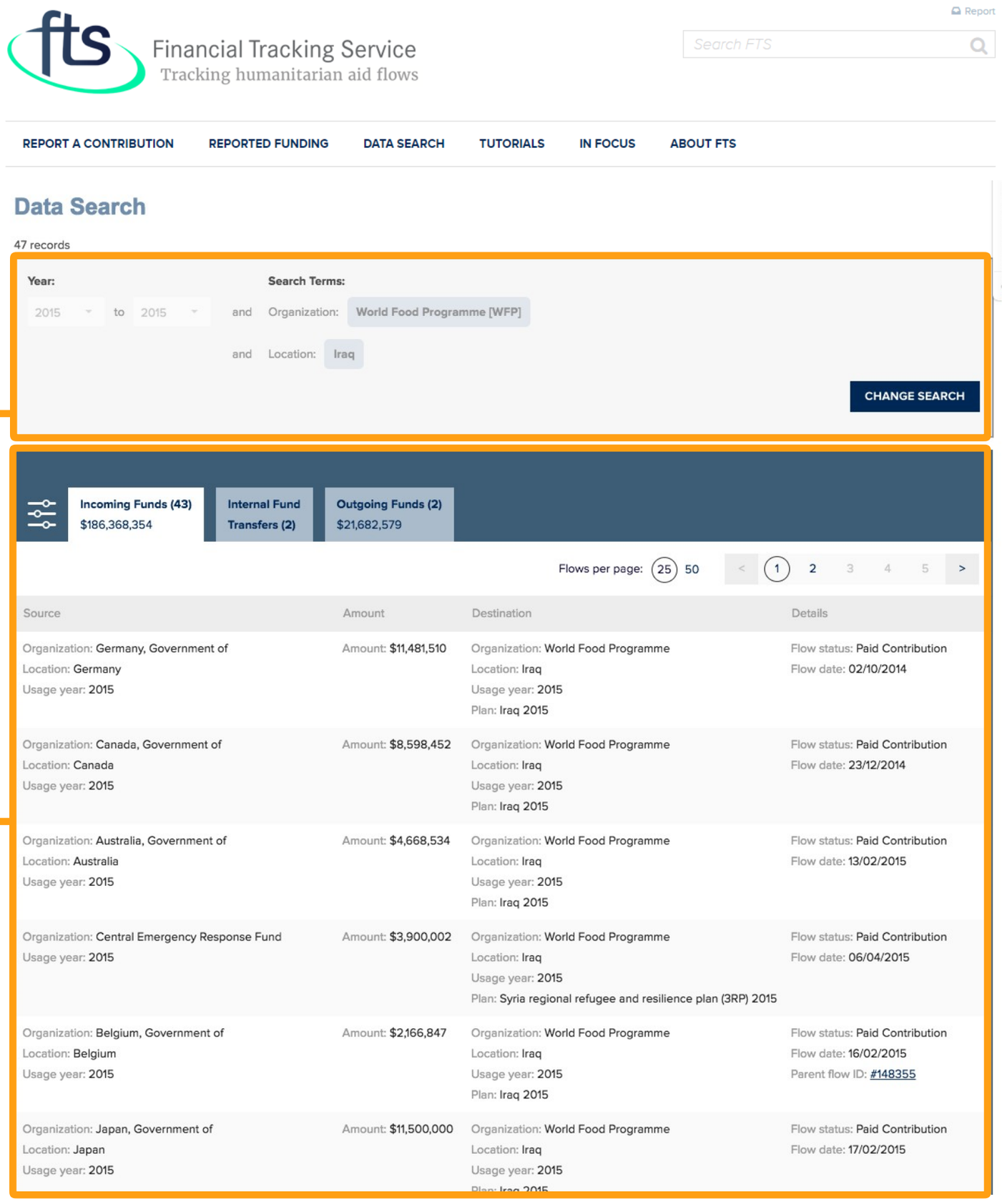
255 records

6. VIEWING THE DATA RESULTS

You'll see your search at the top of the results page followed by a table of all the matching flows. The set of search terms is called the search boundary.

SEARCH

RESULTS TABLE



7. FLOWS (THE DATA)

The flows are listed in the table of search results. You can click on each flow to view more details.

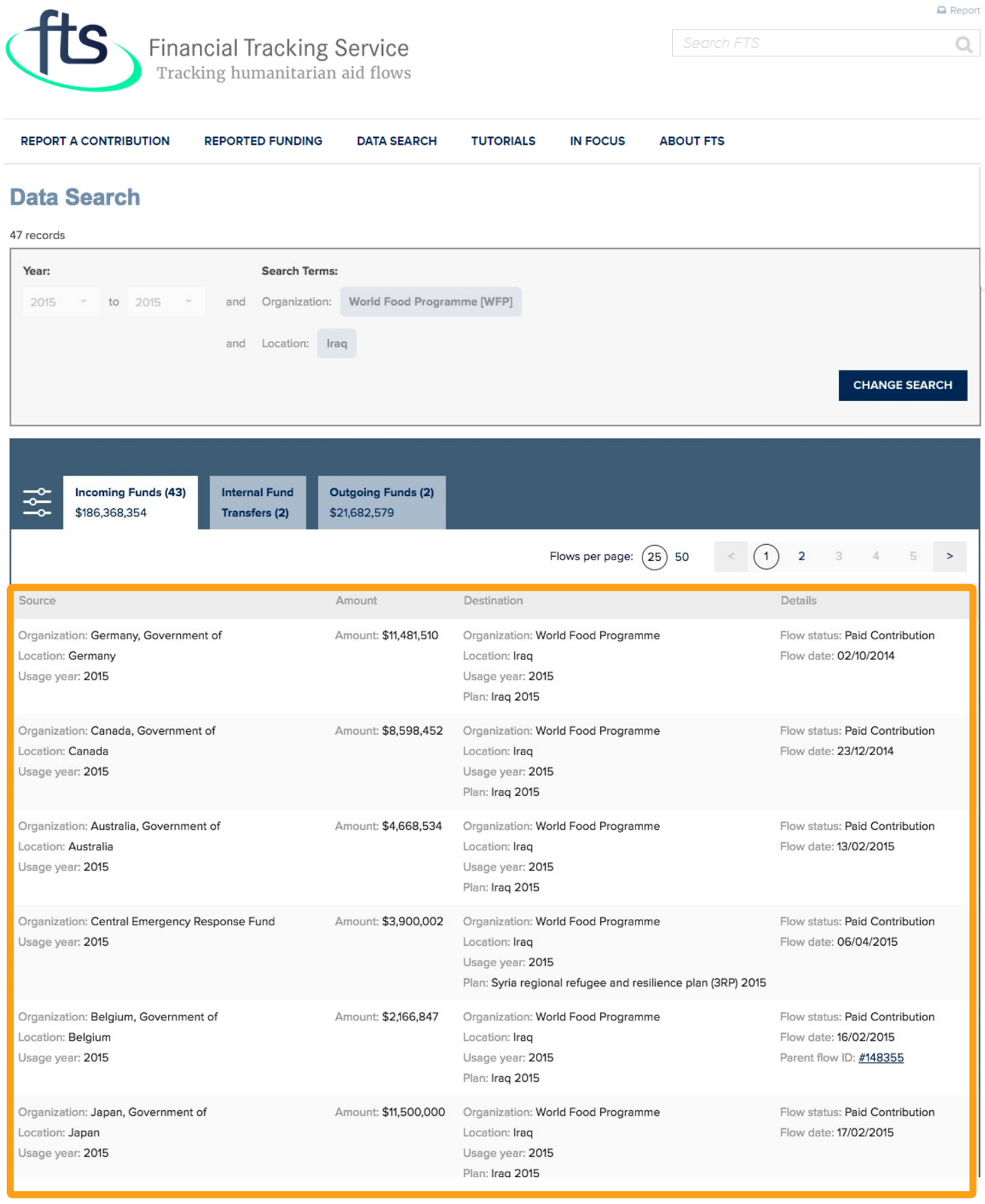
What is a flow?

A flow represents the movement of resources. At minimum, each flow consists of:

- source
- destination
- amount

For example, the first flow in this screen records a contribution of $11,481,510 USD from Germany to the WFP.

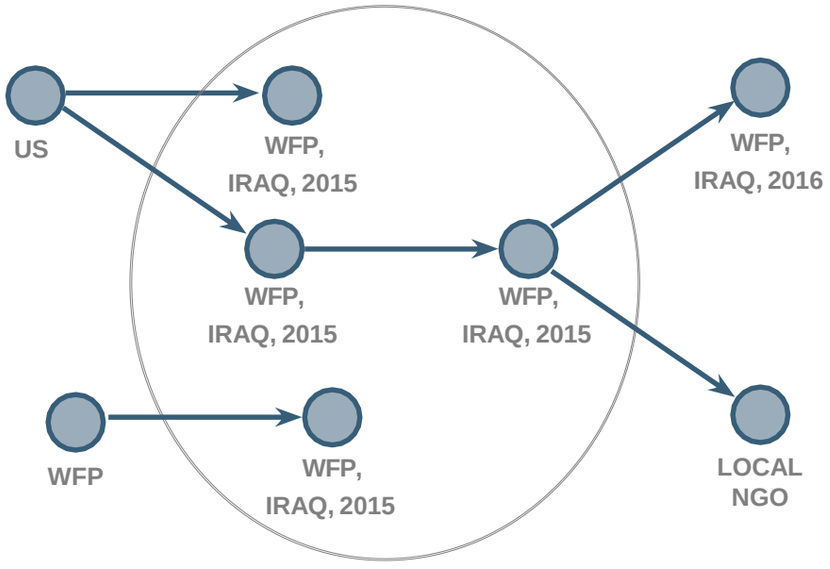
You can learn more about the flow model in this video: https://www.youtube.com/watch?v=Dlh9mQnFlLM

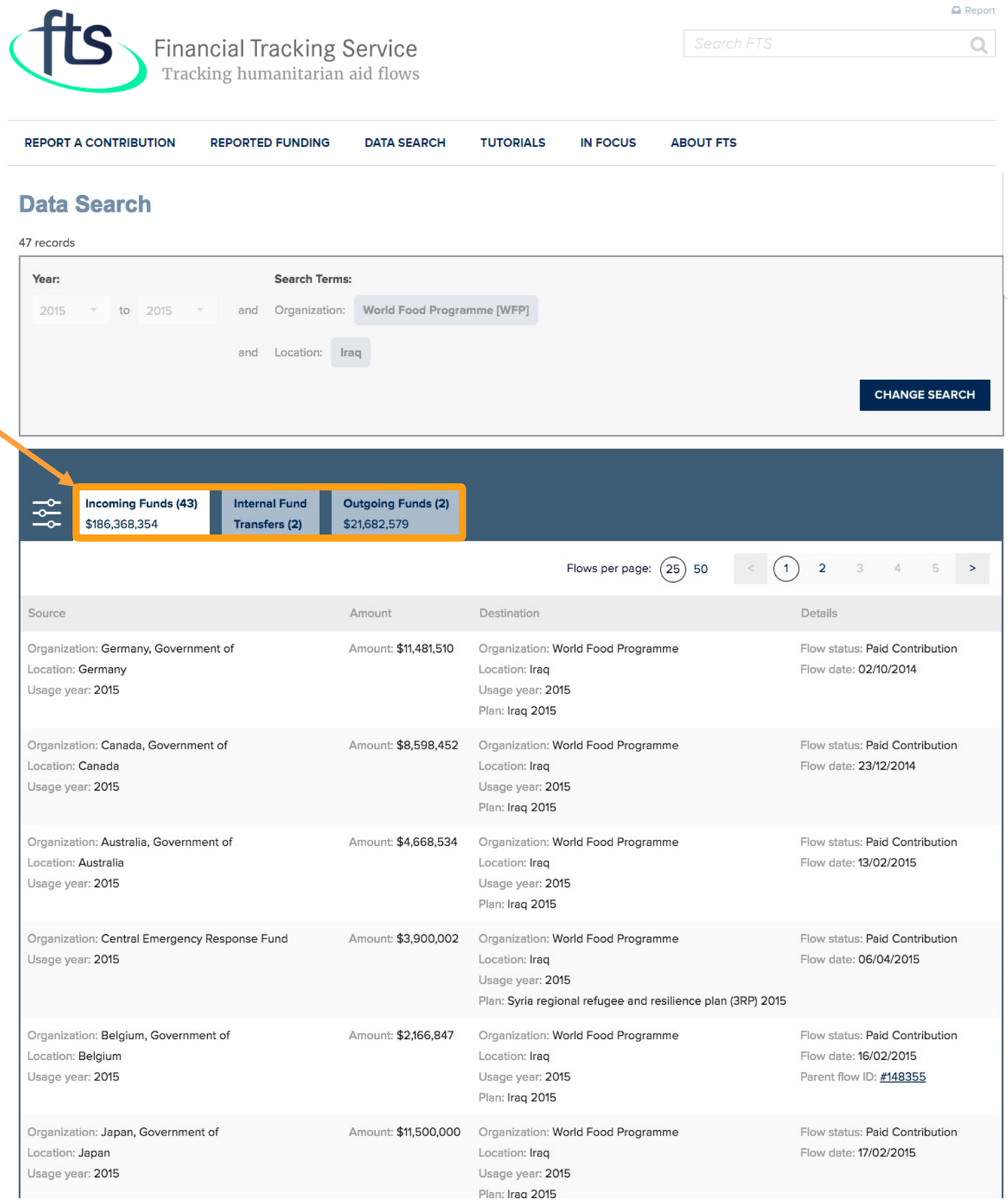


8. TYPES OF FLOWS

The flows are divided into three types that reflect how each flow relates to the search terms: Incoming Funds, Internal Fund Transfers, and Outgoing Funds. By default, flows are sorted by Flow ID number.

Note: The destination of a flow can become the source of another flow.

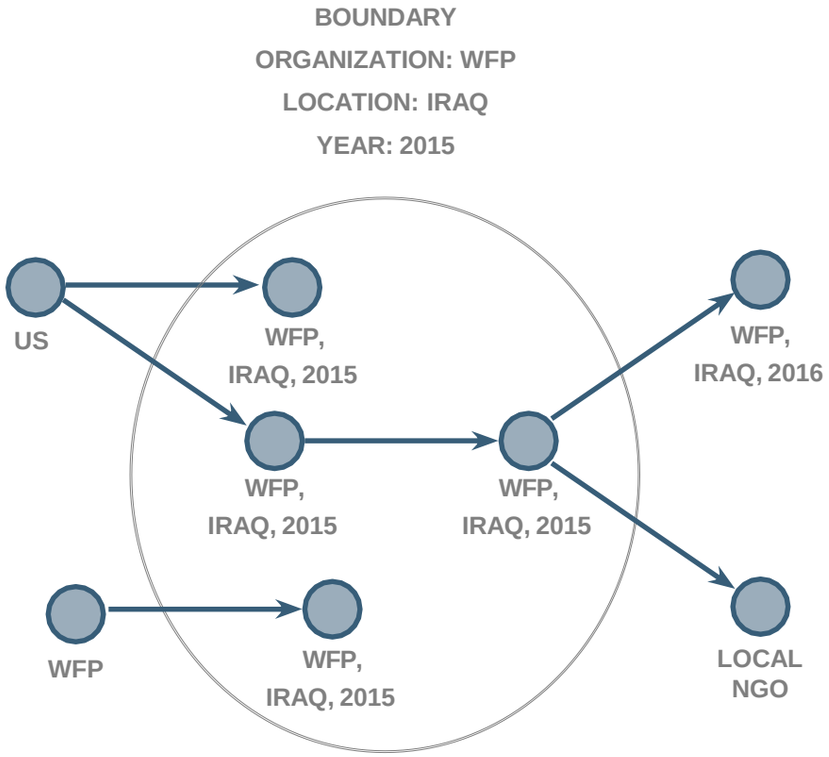


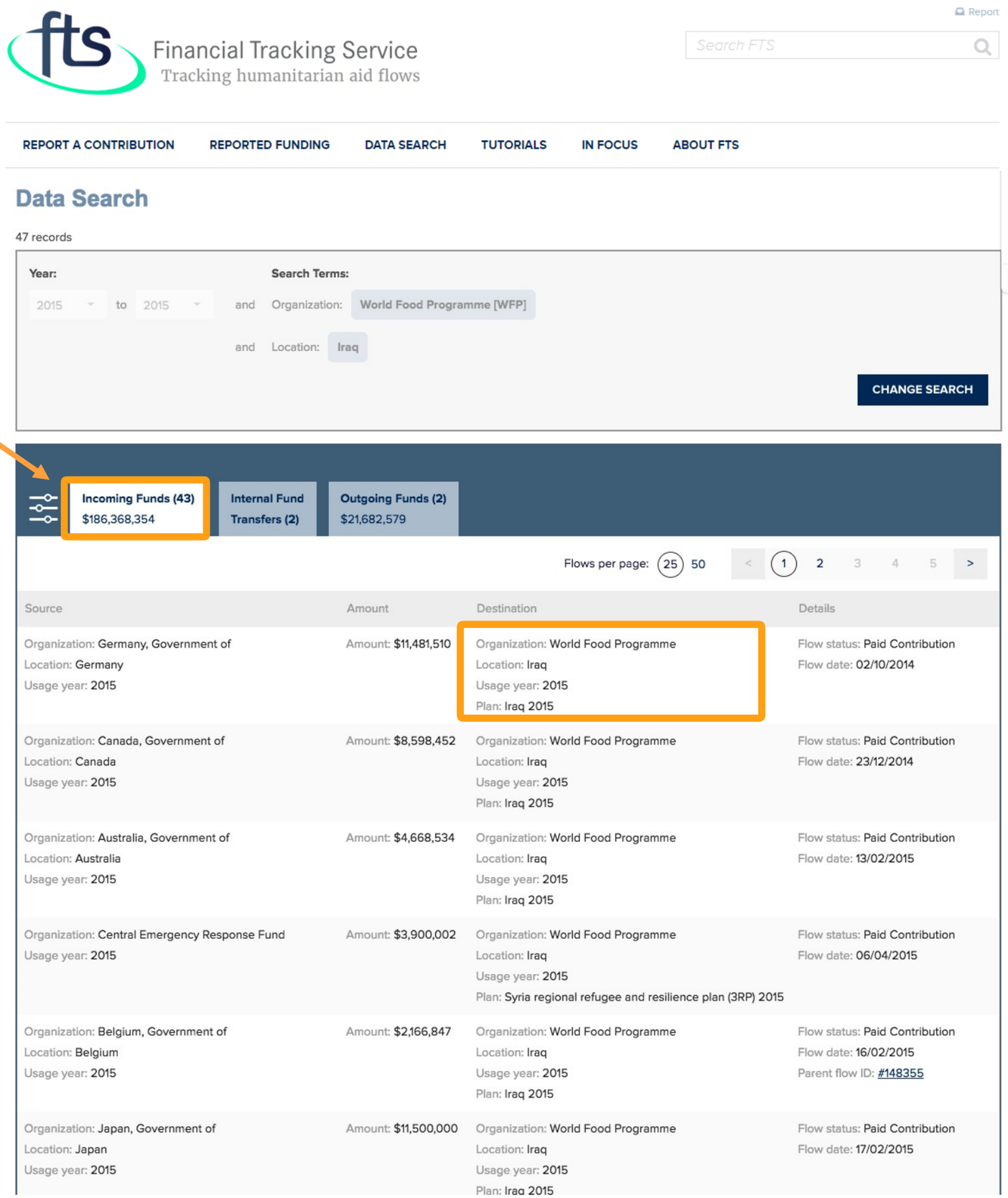


9. INCOMING FUNDS

Flows are designated as Incoming Funds when they originate outside the boundary and terminate inside the boundary.

In the diagram below, three example flows are considered Incoming Funds for the boundary created by the search terms.

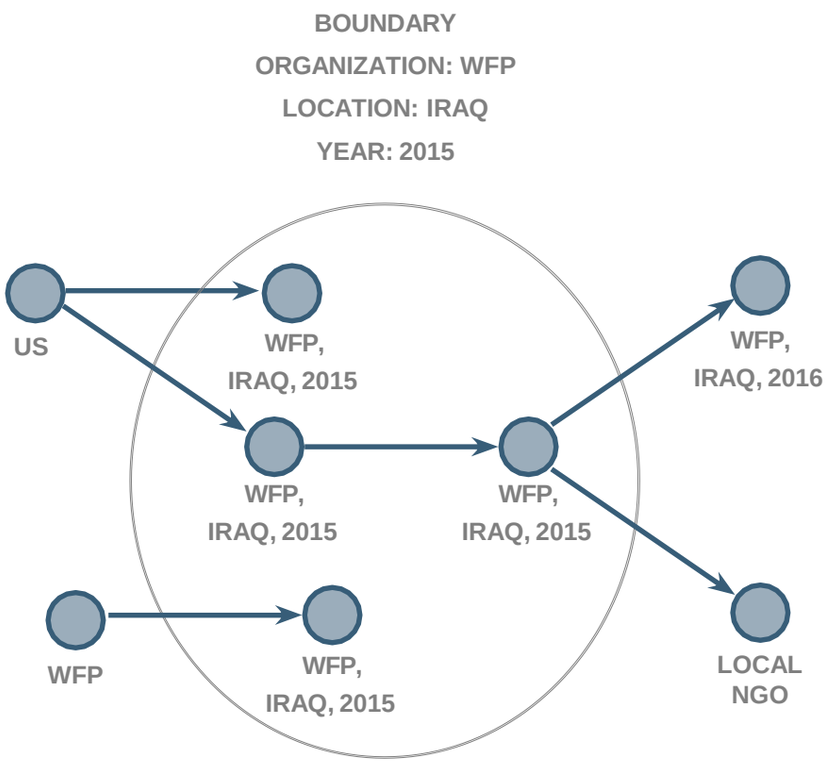


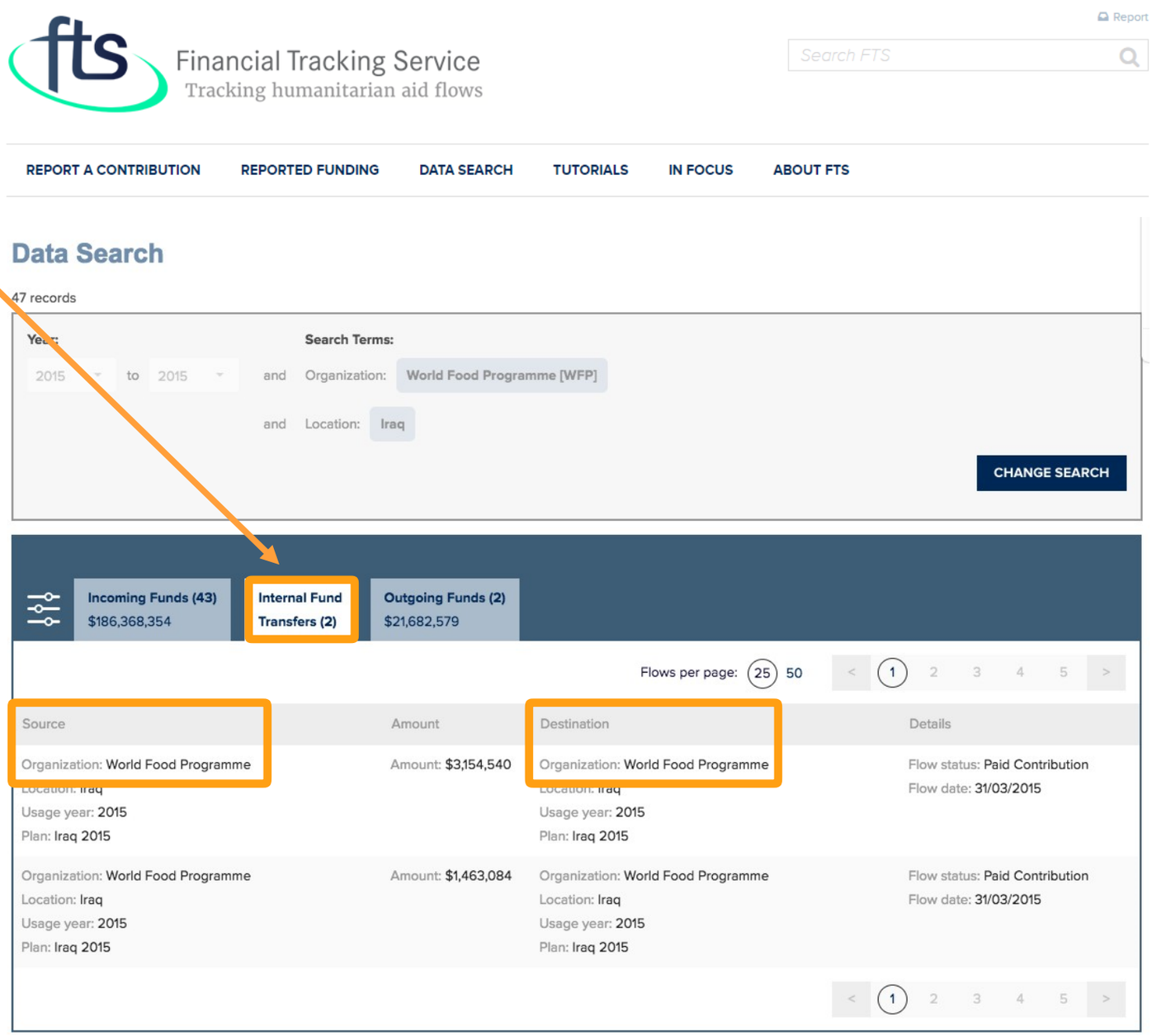


10. INTERNAL FUND TRANSFERS

Flows are designated as Internal Fund Transfers when they originate and terminate inside the boundary.

In the diagram below, one example flow is considered an Internal Fund Transfers for the boundary created by the search terms.

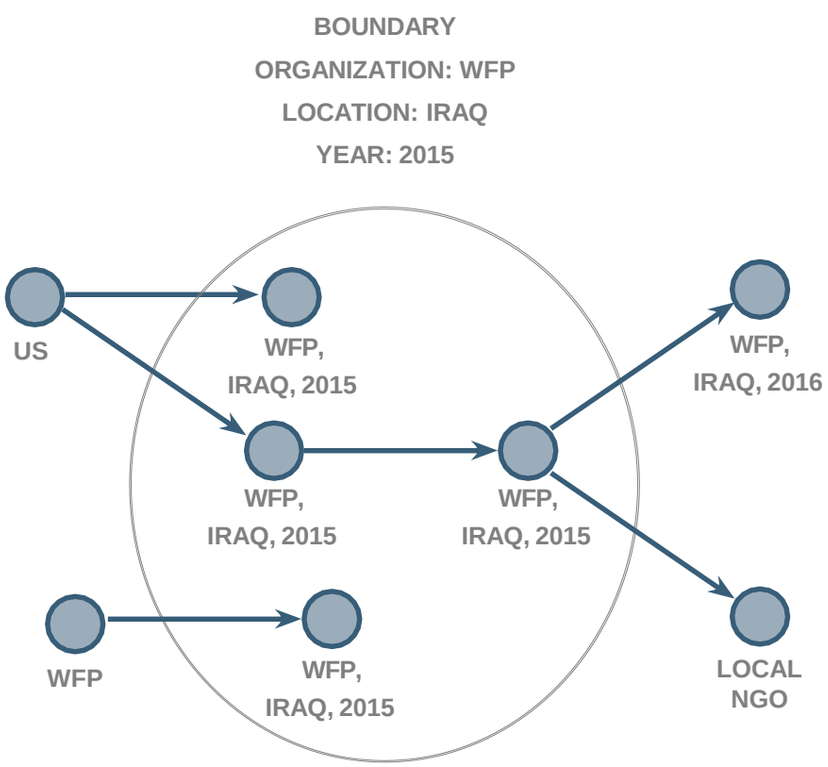


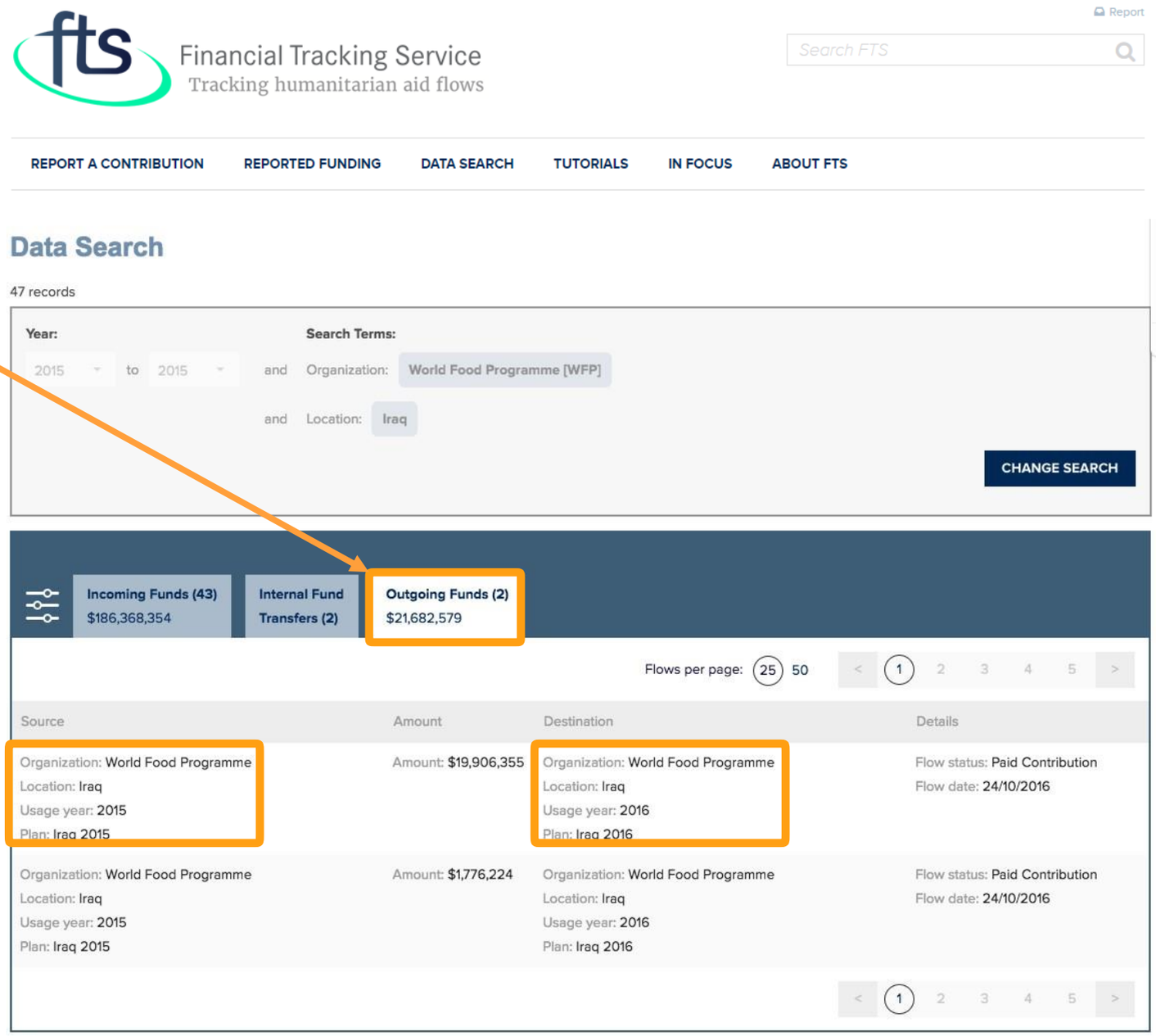


11.OUTGOING FUNDS

Flows are designated as Outgoing Funds when they originate inside the boundary and terminate outside the boundary.

In the diagram below, two example flows are considered Outgoing Funds for the boundary created by the search terms.





12. FLOW DETAILS

By clicking on a flow, you can view further details. This detail page includes all available data for the selected flow.

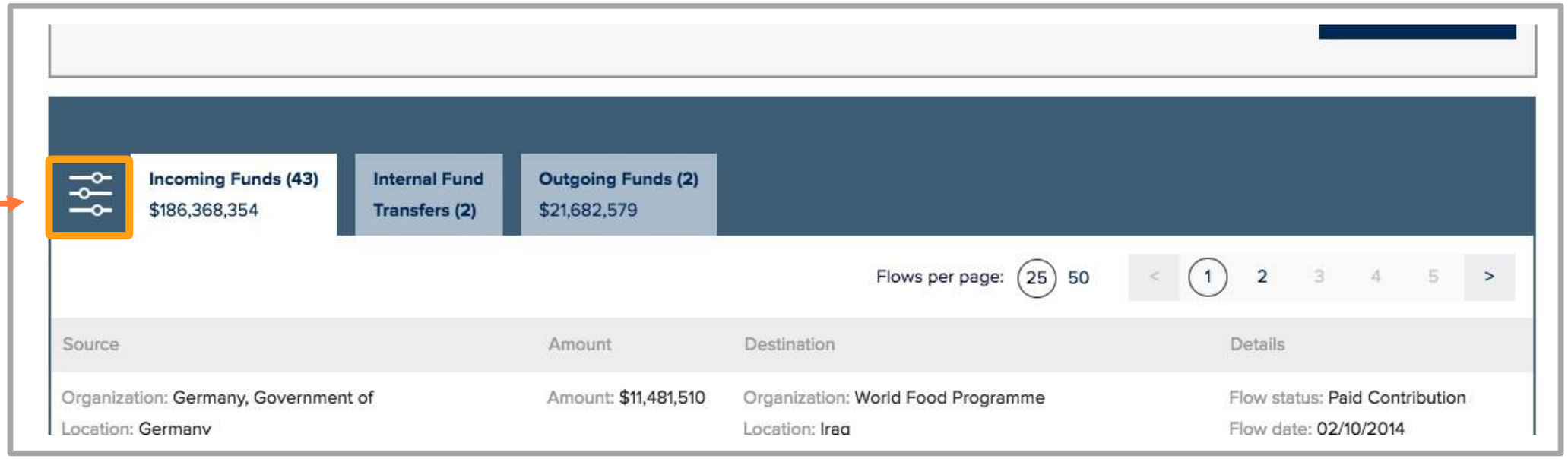
The new flow model allows us to link flows. A flow may have a parent flow, indicating that the funds originated from another source. A flow may also have a child flow, indicating that the funds continued on to another destination.

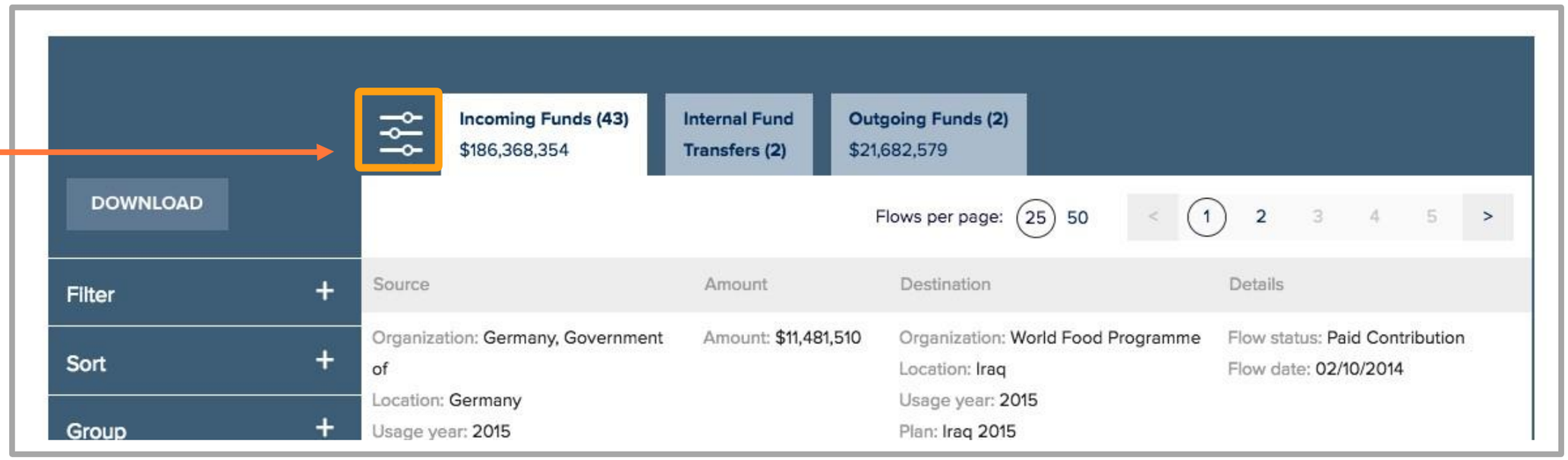
You can navigate to any linked parent by clicking «Parent flow», or to any linked child by clicking «Child flow(s)»

To add fields displayed here to your search result, see page 24.

13. CONTROL OPTIONS

You can open and close the control panel by clicking on the controls icon to the left of the tabs in the results box.

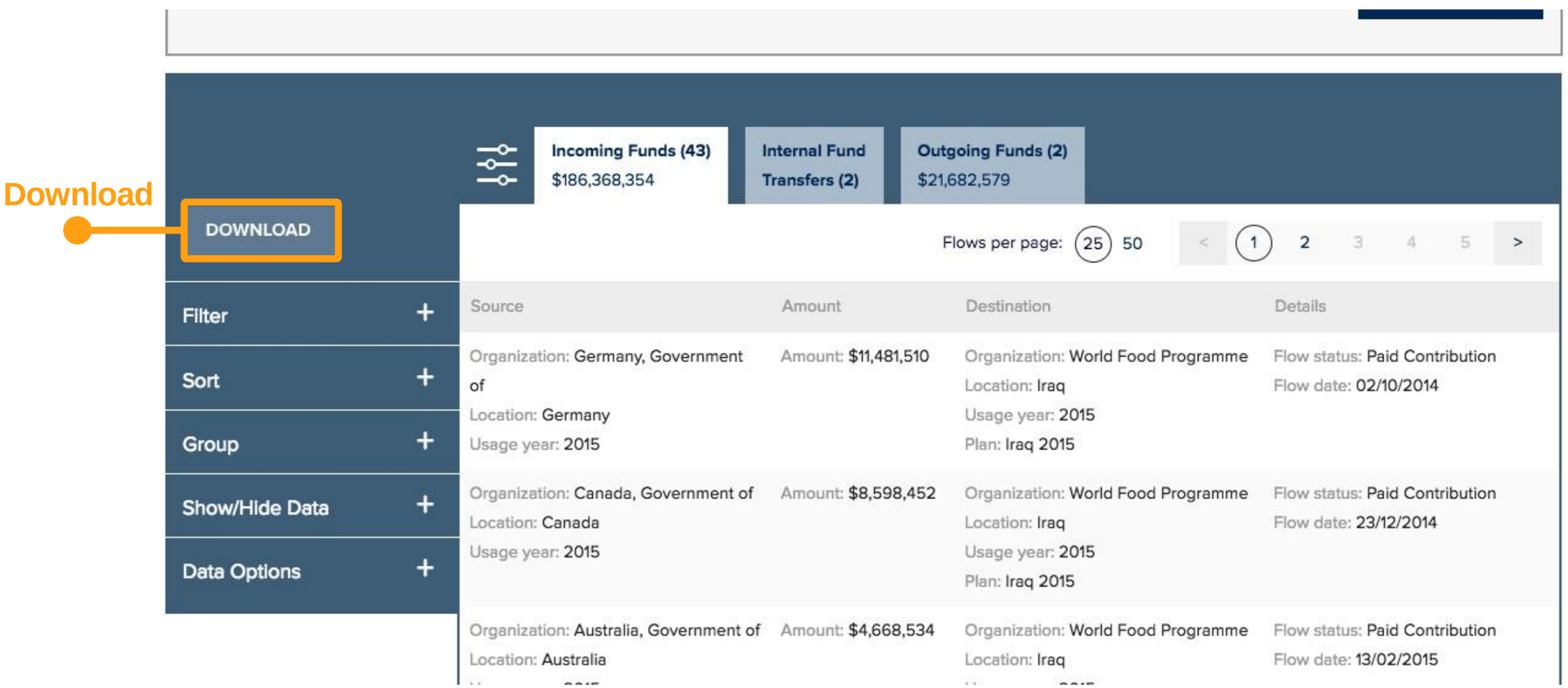




14. DOWNLOAD

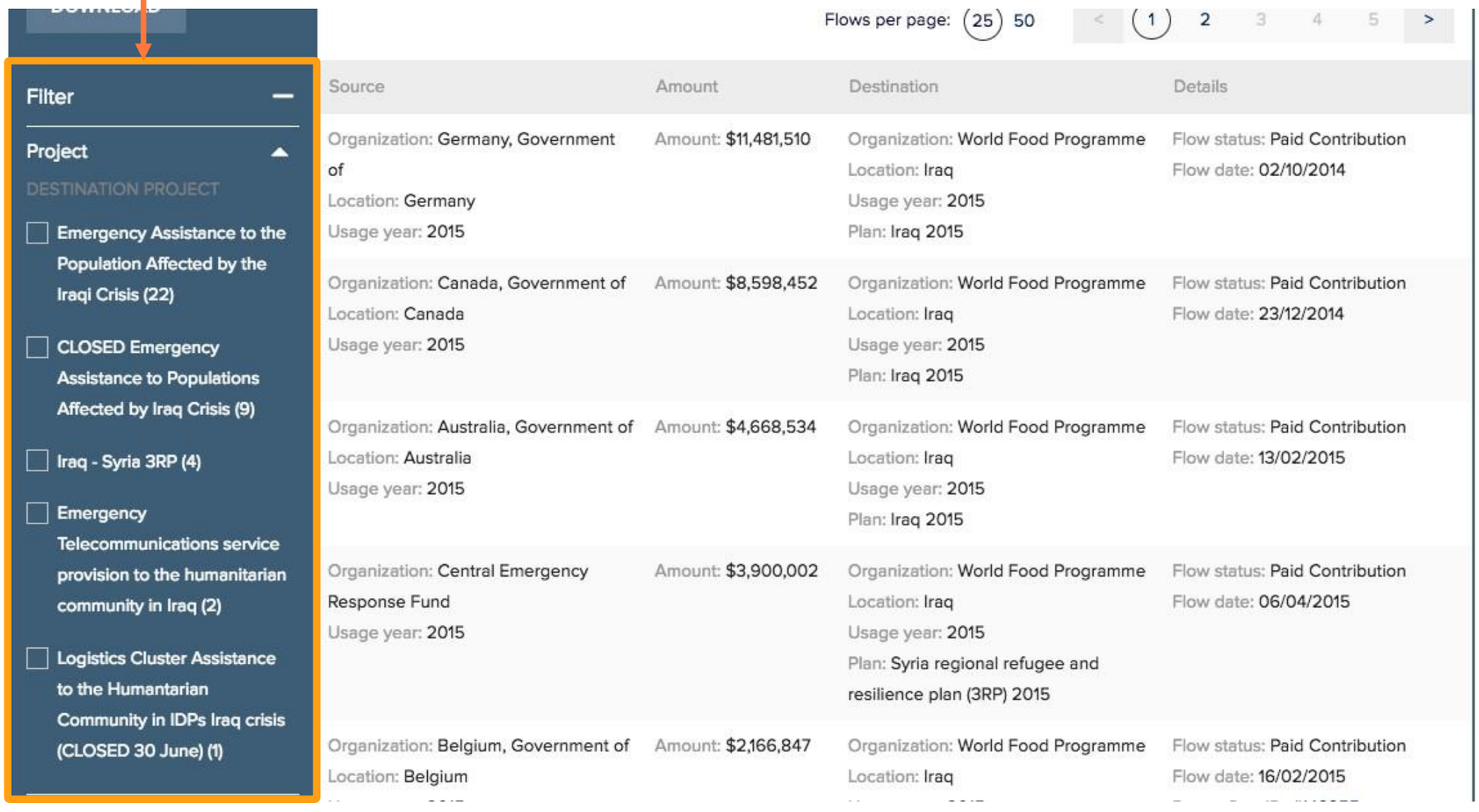
Data search is designed to make the most efficient use of standard screen widths. For this reason, all Source values for a flow are displayed in a single Source column, as are all Destination values in a single Destination column.

All data in your search is available to download in the XLS file format by clicking the "**Download**" button. Unlike in data search on screen, your download will include one column for each Source and Destination field.



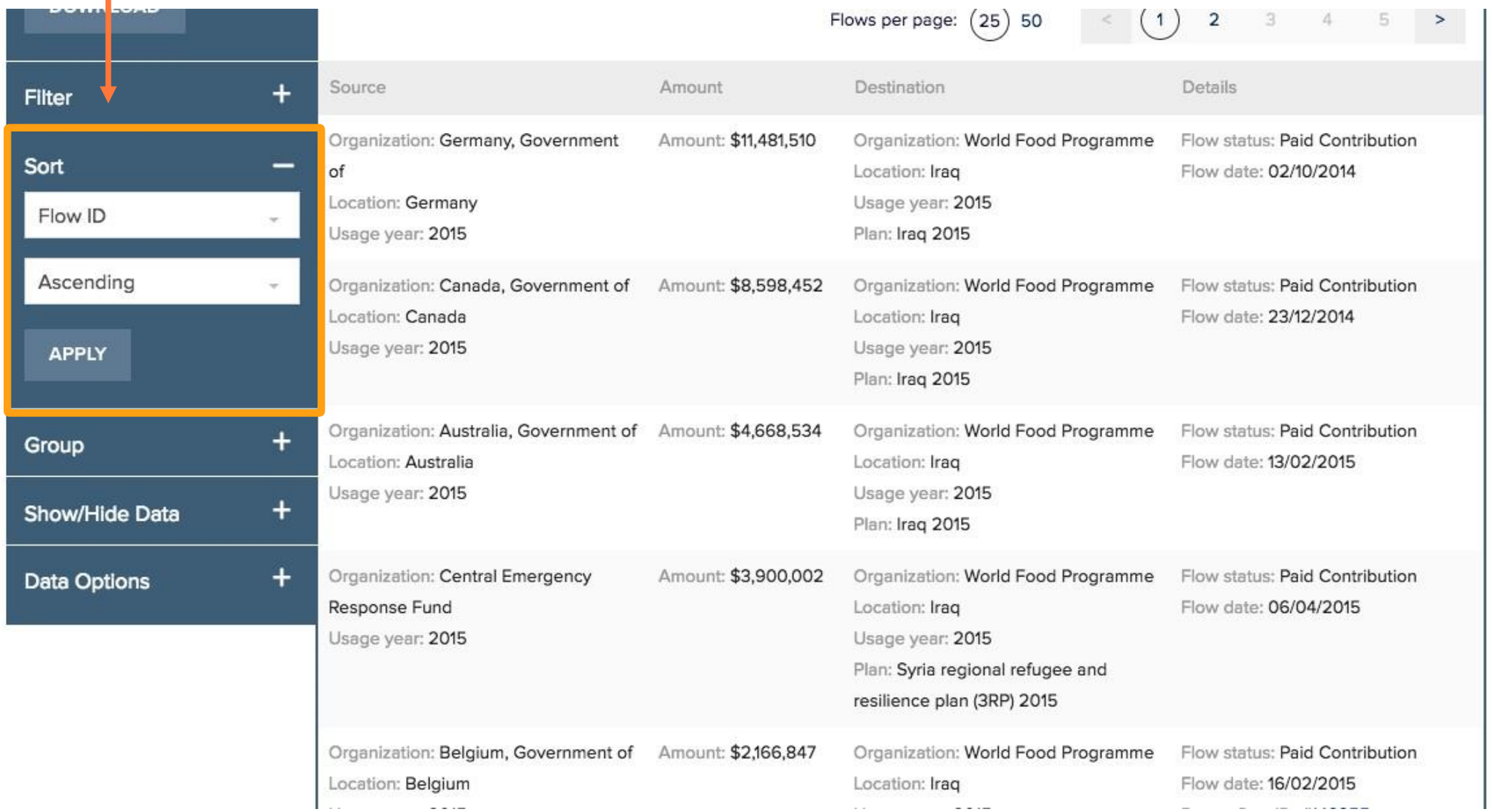
15. FILTERS

Filtering allows you to narrow results to show only flows matching the filter you've selected. You may select as many filters as you wish. For example, if you select a filter for a project, you'll see only flows tagged with that project.



16. SORT

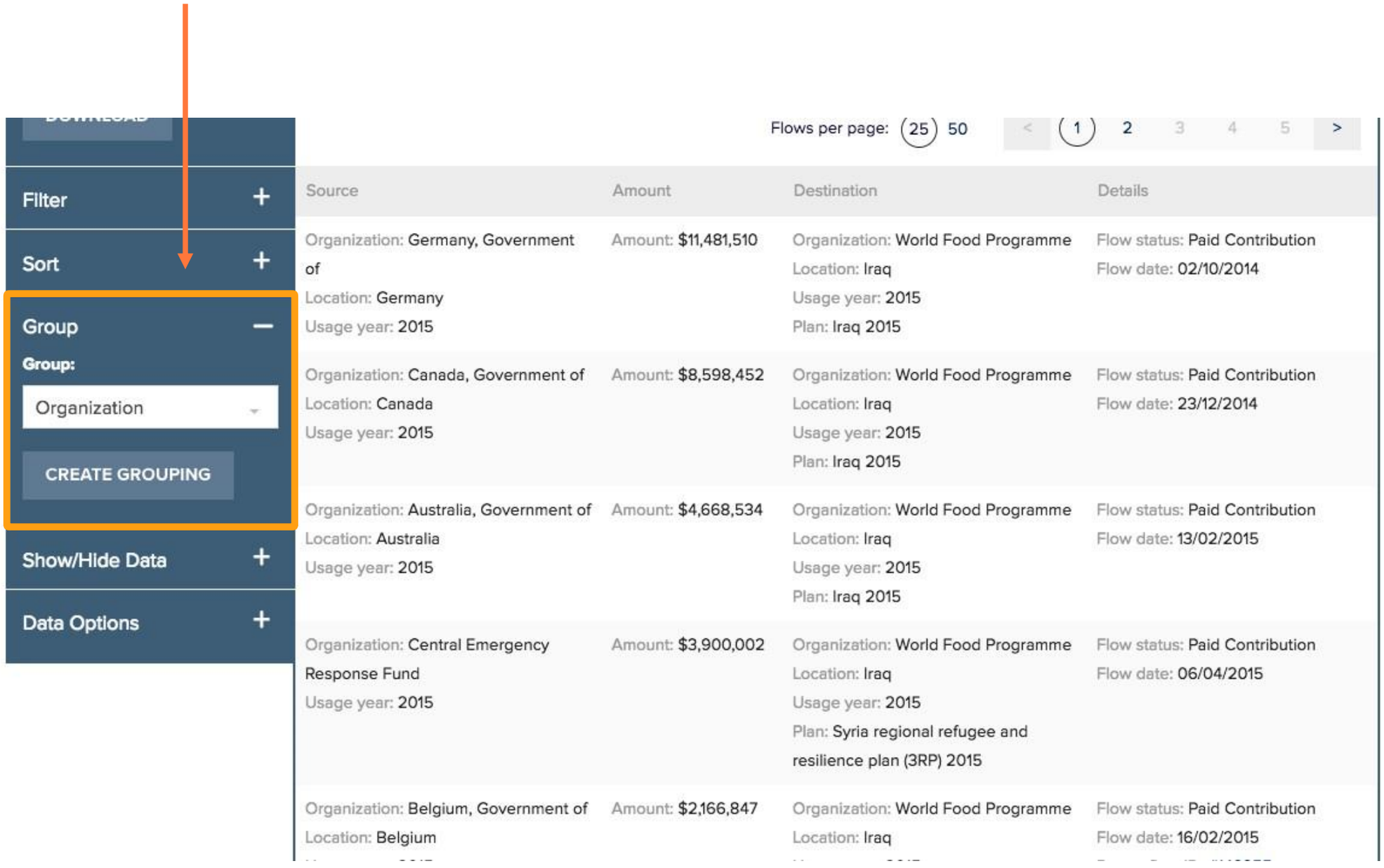
You can sort the flows by data fields such as Amount in descending order or Destination Location in alphabetical order.



17. GROUP DATA

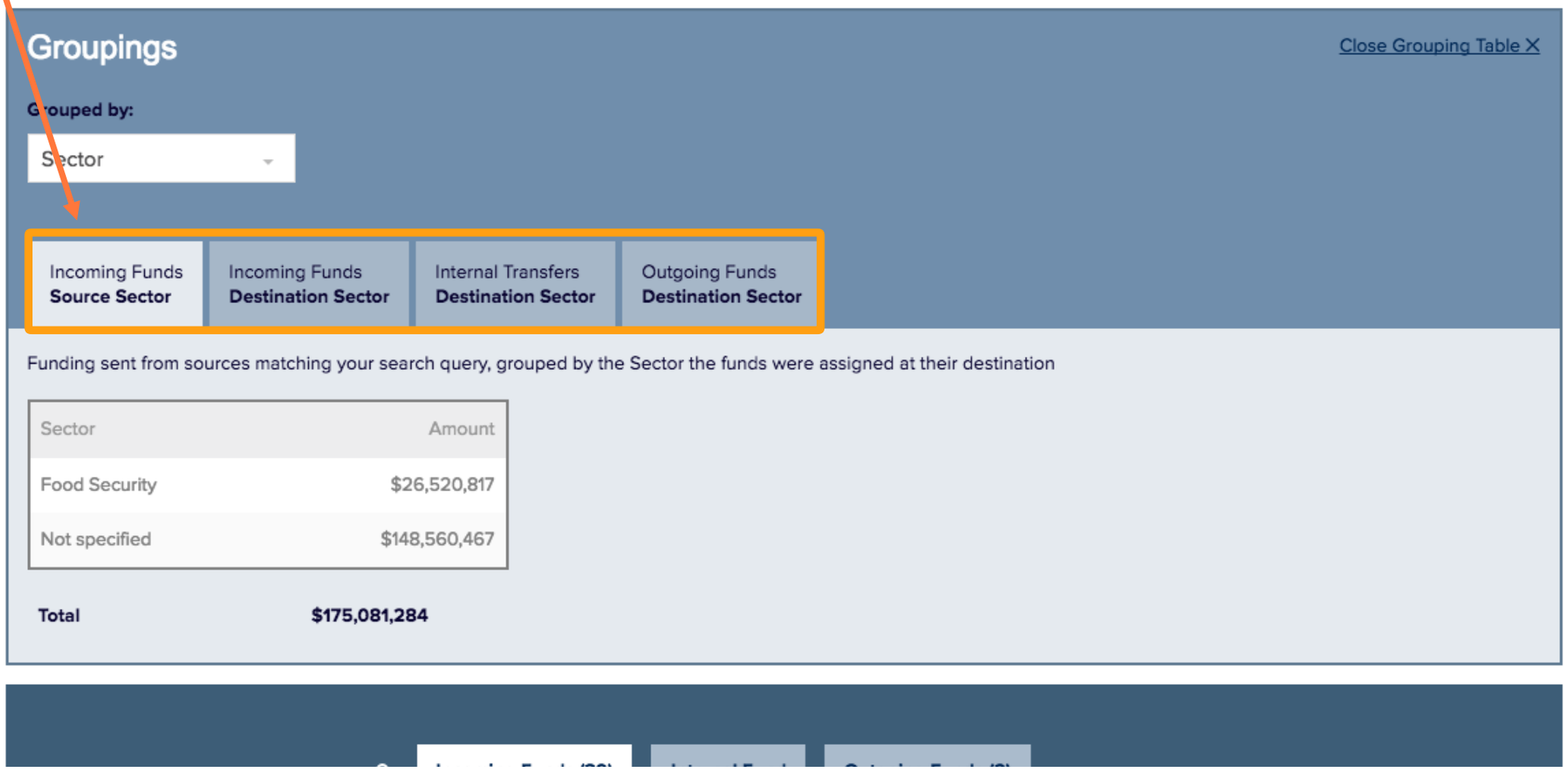
Grouping your results allows you to look at the totals for each group within a data field. You might want to group your search by organization, project, or sector, for example.

When you enable grouping, a new table will appear above your results.



18. GROUPING TABS

Grouping subtotals your result set by the chosen parameter. If you group by e.g. organization, the grouping tables will display one row for each organization in your result set, with values representing the subtotals for each. Four tables are produced that provide groupings for different types of flows in the search: Incoming Funds Source, Incoming Funds Destination, Internal Transfers Destination, and Outgoing Funds Destination.

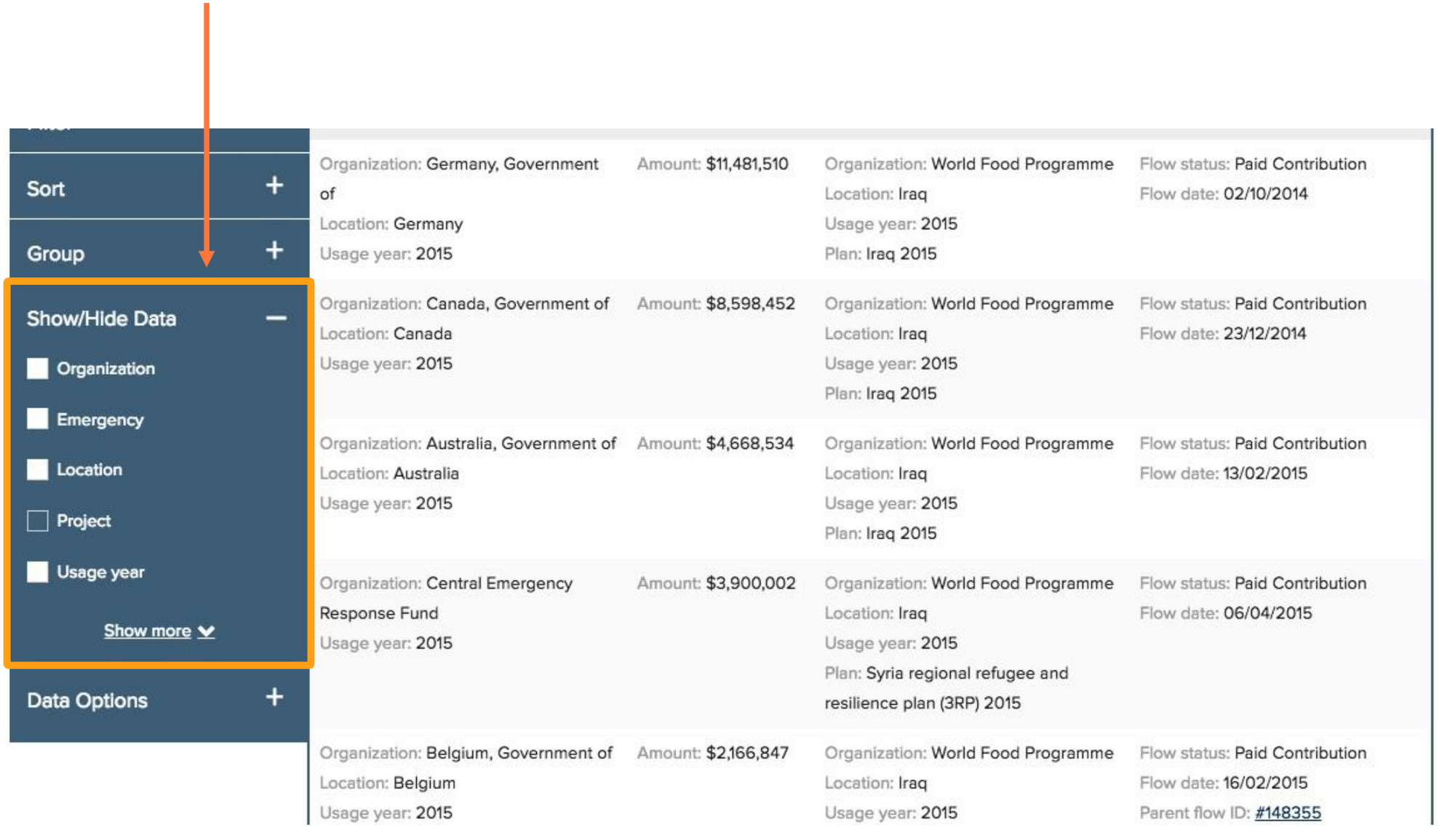


If you download your results while Grouping is enabled, your grouped tables will be added to your download.

19. SHOW OR HIDE DATA

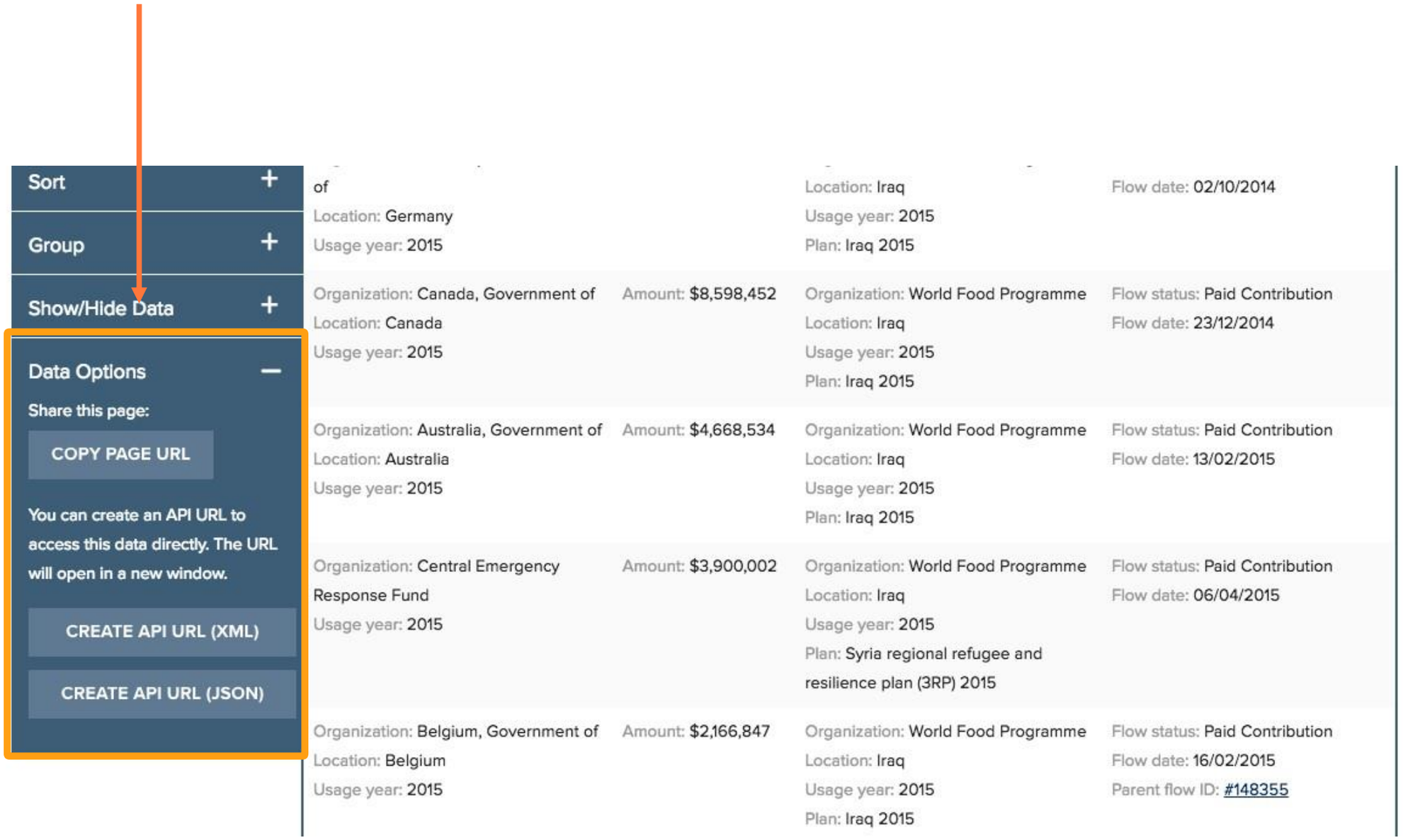
You have the ability to hide or display data in the flows. Because we aim to keep these pages easy to read, some data fields are automatically hidden.

You can choose to display these hidden fields. When you download data, you will receive all data fields, regardless of which fields are currently displayed on the website.



20. DATA OPTIONS

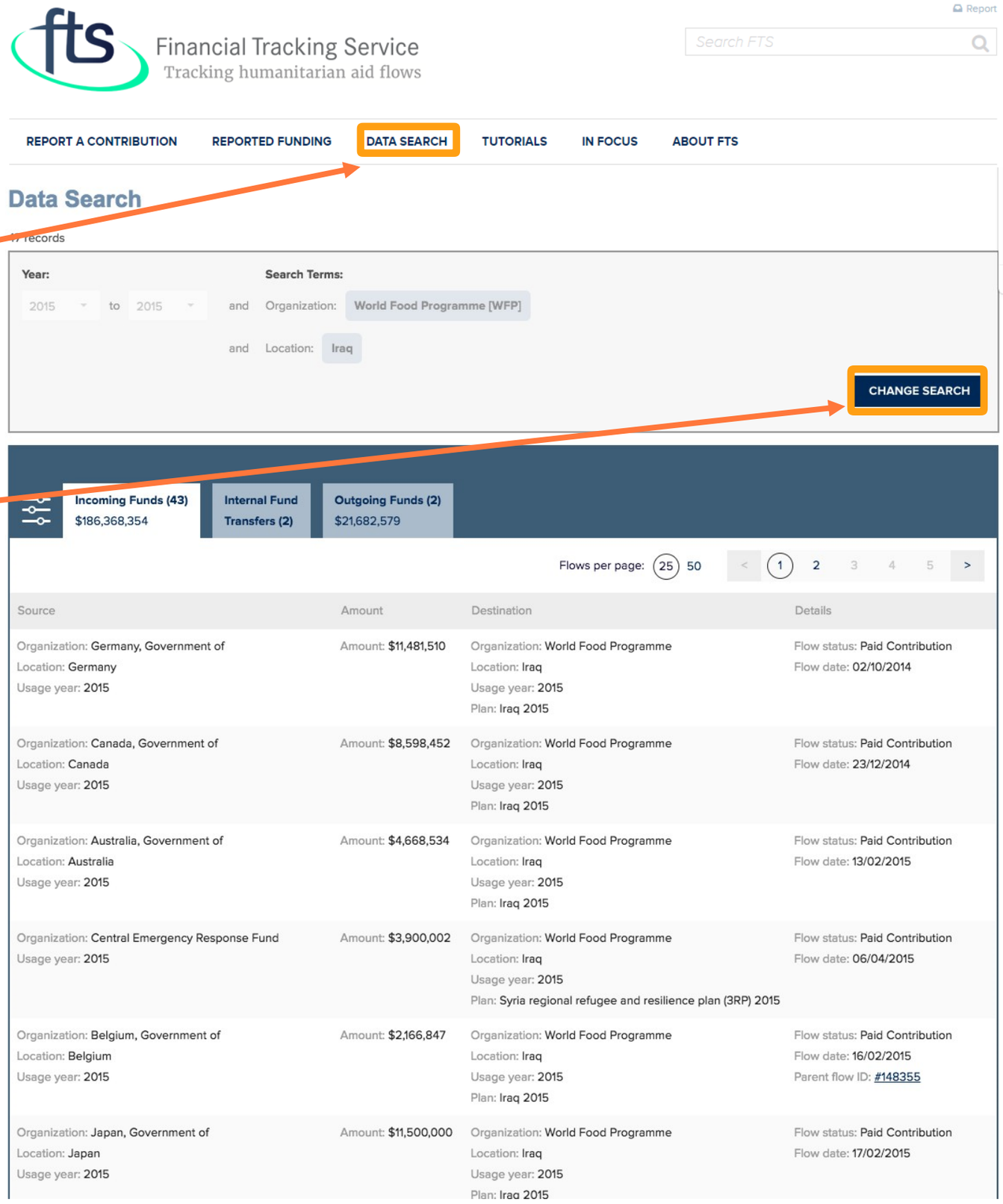
There are additional options for utilizing the data: copying the page URL for saving and sharing and options for creating an API URL. An API URL can be used to automatically fetch the data using your own programs. APIs for our data are available in two formats: XML and JSON.



21. CHANGE YOUR SEARCH

If you want to start over, you can click on “Data Search” in the main menu at the top of the screen.

The top section of the results page shows you your search. Clicking on the “Change Search” button will give you the option to add or replace search terms.



Thank You

Contact us at fts@un.org