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PEOPLE, RULES, AND ORGANIZATIONS SUPPORTING THE PROTECTION OF ECOSYSTEM RESOURCES (PROSPER)

QUARTERLY REPORT, FY16 Q1
1 October – 31 December 2015



JANUARY 2016

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Front Cover Photo: Community members from the Bintowain Crop Diversification group working in their USAID-PROSPER supported field. Part of the Gba Community Forest

Photo Credit: Othello Weltee, PROSPER Transportation Specialist

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Principal contacts:

Paul Meadows, Chief of Party, Tetra Tech ARD, Monrovia, Liberia, Paul.Meadows@tetratech.com
Vaneska Litz, Project Manager, Tetra Tech ARD, Burlington, Vermont, Vaneska.Litz@tetratech.com

Implemented by:

Tetra Tech ARD
People, Rules and Organizations Supporting the Protection of Ecosystem Resources (PROSPER)
19th Street and Payne Avenue, Sinkor
Monrovia, Liberia

Tetra Tech ARD
P.O. Box 1397
Burlington, VT 05402
Tel: 802-495-0282

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ACRONYMS

ACC	Agriculture Coordinating Council
AGRHA	Action for Greater Harvest
AML	ArcelorMittal Liberia
APM	Advanced Participation Methods
ASNAPP	Agribusiness in Sustainable Natural African Plant Products
AYP	Advancing Youth Program
BCC	Behavior Change Communication
BGF	Big Gio Forest
BOTPAL	Botanical Products Association of Liberia
CA	Community Assembly
CDC	County Development Committee
CDSC	Community Development Steering Committee
CDWG	Curriculum Development Working Group
CF	Community Forestry
CFDC	Community Forestry Development Committee
CFG	Community Forest Guard
CFMA	Community Forest Management Agreement
CFMB	Community Forestry Management Body
CFOC	Community Forest Organizing Committees
CFWG	Community Forestry Working Group
CI	Conservation International
CJPS	Center for Justice and Peace Studies
CM	Community Mobilizer
COA	Communications and Outreach Advisor (PROSPER)
COP	Chief of Party (PROSPER)
CPG	Cassava-producing Group
CPOP	Commercial Palm Oil Producers

CRL	Community Rights Law
CSO	Civil Society Organization
CWG	Cocoa Working Group
DCOP	Deputy Chief of Party (PROSPER)
EA	Educational Advisor (PROSPER)
ELI	Environmental Law Institute
ENNR	East Nimba Nature Reserve
EPA	Environmental Protection Agency
ETD	Environmental Threshold Decision
FDA	Forestry Development Authority
FED	Food and Enterprise Development Project
FFI	Fauna and Flora International
FFS	Farmer Field School
FMC	Forest Management Concession
Ftf	Feed the Future
FTI	Forestry Training Institute
GAP	Good Agricultural/Agroforestry Practices
GIO	Gender Integration Officer
GOL	Government of Liberia
GVL	Golden Veroleum Liberia
IEE	Initial Environmental Examination
JCFMB	Joint Community Forestry Management Body
L-MEP	Liberia-Monitoring and Evaluation Project
L/EDOA	Lead for Education Development and Outreach Activities (PROSPER)
L/LEDA	Lead for Livelihood and Enterprise Development Activities (PROSPER)
LA	Livelihoods Advisor (PROSPER)
LAC	Liberian Agriculture Company
LC	Land Commission
LFSP	Liberia Forest Support Program
LRCFP	Land Rights and Community Forestry Program
LTTA	Long-term Technical Assistance

LTTP	Liberia Teacher Training Program
M&E	Monitoring and Evaluation
M&E Specialist	Monitoring and Evaluation Specialist (PROSPER)
MDA	Minerals Development Agreement
MoE	Ministry of Education
NAEAL	National Adult Education Association of Liberia
NBST	National Benefit Sharing Trust
NBSTB	NBST Board
NCCSC	National Climate Change Steering Committee and Secretariat (NCCSC)
NFRL	National Forestry Reform Law
NNBSG	Northern Nimba Biodiversity Stakeholders Group
NRC	Norwegian Refugee Council
NRM	Natural Resource Management
NTFP	Non-timber Forest Product
ODGA	Organizational Development and Governance Advisor (PROSPER)
PES	Payment for Environmental Services
PIDS	Project Information Database System
PMP	Performance Management Plan
PROSPER	People, Rules and Organizations Supporting the Protection of Ecosystem Resources
PUP	Private Use Permit
SADS	Skills and Agricultural Development Services
SAMFU	Save My Future Foundation
SCFA	Senior Community Forestry Advisor (PROSPER)
SCNL	Society for the Conservation of Nature in Liberia
STEWARD	Sustainable and Thriving Environments for West African Regional Development
STTA	Short-term Technical Assistance
TSC	Timber Sale Contract
UNMIL	United Nations Mission in Liberia
USAID	United States Agency for International Development
USFS	United States Forest Service

VPA-SU

Voluntary Partnership Agreement Support Unit

WONGOSOL

Women's NGOs Secretariat of Liberia

EXECUTIVE SUMMARY

To build on previous United States Government investments in the forestry and agricultural sectors, particularly the Land Rights and Community Forestry Program (2007–2011) and the Liberia Forestry Support Program (2011–2012), USAID contracted Tetra Tech ARD in May 2012 to implement a new, five-year program (2012–2017) entitled People, Rules, and Organizations Supporting the Protection of Ecosystem Resources (PROSPER). The overall goal of the program is to introduce, operationalize, and refine appropriate models for community management of forest resources for local self-governance and enterprise development in targeted areas of the country. The three primary objectives of the program are:

1. Expand educational and institutional capacity to improve environmental awareness, natural resource management, biodiversity conservation, and environmental compliance;
2. Improve community-based forest management leading to more sustainable practices and reduced threats to biodiversity in target areas; and
3. Enhance community-based livelihoods derived from sustainable forest-based and agriculture-based enterprises in target areas.

In October, PROSPER began its fourth year of program implementation, and most likely the busiest year for the program as improved cooperation and communication with the FDA will help realize the completion of the Community Forest Management Agreement process with the eight PROSPER pilot sites in Nimba and Grand Bassa. Following a year of staff changes within PROSPER as well as USAID, and multiple implementation complications as a result of the Ebola crisis, Year 4 has started with much more hope, optimism and promise for success in achieving the goals of the PROSPER program.

In August 2015, PROSPER held its Annual Work Planning meeting in Monrovia, which included all of the local and international implementing partners. The four day event paved the way for the final two years of project implementation. In early December, the approved Annual Work Plan was officially presented to the FDA.

In October, following a request from USAID, Tetra Tech ARD submitted a proposal to the mission which, if approved, will expand outreach and awareness campaigns related to community forestry in additional high-threat counties within Liberia. The expanded scope of work will also help build capacity of the Forestry Development Authority's Community Forestry Department through provision of an FDA Advisor and build of a core CF technical team among FDA regional staff. It is anticipated that the expanded Scope of Work will begin in FY16Q2.

There were six deliverables due during FY16Q1. Although none were submitted to USAID for approval, three were completed and are currently being reviewed by PROSPER while three are near completion. All are expected to be submitted in FY16Q2. (See Annex 5)

This Quarterly Report provides a description of the activities undertaken by PROSPER during the first quarter of fiscal year 2016 (FY16Q1), October – December 2015.

FY16 Q1 HIGHLIGHTS

Component 1: Education, Outreach, and Awareness

1. Delivered and distributed Primary Environmental Education (EE) Curriculum materials to MOE
2. Analyzed the results of the Knowledge, Attitude and Behavior (KAB) end-line surveys
3. Facilitated Newspaper Publications and Radio Broadcast on PROSPER activities
4. Initiated preparation for Radio-drama outreach through community radio
5. Capacity building support to FTI faculty in CF curriculum delivery and assessment
6. FTI student participation in Site-based Research Activities
7. Updated Database and website for FTI

Component 2: Forest Management and Biodiversity

1. Supported Management Plan and Rules Template Development for Authorized Forest Communities and defined next steps to promote Permitting Systems
2. Supported the Gba CFMB to re-clean the Gba CF boundary in preparation for zoning the CF
3. Supported the Participation of CFMBs at the Northern Nimba Biodiversity Stakeholders' Forum in Monrovia
4. Provided training to CFMBs in financial policy and business management
5. Consulted with Conservation International and other partners on the potential for piloting Conservation Agreements in the Barconnie Communities
6. Supported the FDA to Ground-Truth the Preliminary Demarcation Conducted at Sehyi CF
7. Supported the CF Governance bodies to participate in County-level Forums
8. Conducted capacity building coordination and cooperation with stakeholders
9. Developed templates for CFMP, CFMA, By-laws and constitutions in collaboration with stakeholders
10. Supported FDA to develop boundary demarcation verification process
11. Provided support to the FDA to compile Findings of the Demarcation Data
12. Provided support to the FDA on the Development of Land Dispute Mechanism
13. Supported Capacity Building for Biomonitoring

Component 3: Livelihood and Enterprise Development

1. The Business Development Advisor assessed five women groups in crop diversification to determine the groups' capacity and their specific training needs
2. Six high performance Crop diversification groups identified for support for dry season vegetable production
3. All six groups received a set of irrigation water pumps and operation packages
4. Provision of technical assistance to twenty four crop diversification groups
5. Training of CFMBs in financial and business management

I.0 PROSPER SITES

The following map and matrices list the established and proposed Community Forests being supported under PROSPER.



	County	Town	Community	Hectares (Approx)	Comments
1	Grand Bassa	Buchanan	Barconnie	240	Pilot Community
2	Grand Bassa	District 4	Kpogblean	11,903	Pilot Community
3	Nimba	Tappita	Gblor	8,176	Pilot Community
4	Nimba	Tappita	Gbear/Gblor	8,834	Pilot Community
5	Nimba	Tappita	Kparblee	10,707	Pilot Community
6	Nimba	Tappita	Boe Quilla	7,675	Pilot Community

7	Nimba	Tappita	Sehzuplay	9,410	Pilot Community
8	Nimba	Sannequellie	Sehyi	667	Pilot Community
9	Nimba	Sannequellie	Gba	10,939	Established CF under LRCFP
10	Nimba	Sannequellie	Zor	1,112	Established CF under LRCFP
11	Nimba	Sannequellie	Blei	614	Established CF under LRCFP

2.0 MANAGEMENT ACTIVITIES

2.1 STAFFING

Personnel changes for FY16Q1 affecting PROSPER included the following:

- I. In November, Field Office Administrator for Sanniquellie, Sam Dugbeh was moved to Monrovia to fill the vacant position of Administrative/Finance Assistant. A new Sanniquellie Field Office Administrator, Benjamin Koffa, was hired to replace Mr. Dugbeh.

2.2 SUBCONTRACT ADMINISTRATION

National Subcontractors

There was no significant administrative action taken with the two national subcontractors, the National Adult Education Association of Liberia (NAEAL) or the Center for Justice and Peace Studies (CJPS).

International Subcontractors

- PCI Media – Contract complete.
- Rutgers University – No significant administrative changes.
- ASNAPP – No significant administrative changes.
- ACDI/VOCA’s contract ceiling was increased with CO approval in May 2015. No other significant administrative changes.
- FFI – No significant administrative changes.
- dTS – No significant administrative changes.

2.3 CROSS-CUTTING TECHNICAL ACTIVITIES

Gender Integration:

Gender Forum conducted at Forestry Technical Institute

In pursuit of one of the goals of the PROSPER program, to integrate gender and motivate women to play a more significant role in the forestry sector, two presentations were delivered at the Gender Forum hosted by FTI at their campus in Tubmanburg City, on October 30 and December 4 2015, respectively.

On October 30, the Deputy Team Leader for the Voluntary Partnership Agreement Support Unit (VPA-SU), Mr. Charles K. Miller, spoke on topic, “The Role of FTI Graduates in Sustainable Community Forest Management”. In his power point presentation, Mr. Miller helped his audience to understand the range of meanings of forest management and the emphasis on sustainable forest management in Liberia. He discussed the competing issues and principles related to sustainable forest management versus sustainable development. He concluded his discourse on the unique roles FTI graduates can play as forestry technicians in sustainable forest management in Liberia.

On December 4, the PROSPER Deputy Lead for Enterprise Development and Livelihood Activities, Mr. Laveto Akoi-Forkpa, presented on the topic, “The Linkages between Livelihood and Enterprise Development with CF Management”. He emphasized that without addressing the livelihoods of adjacent forest populations, even the best forest management regime is bound to fail. He presented some of the lessons learned through the USAID-PROSPER project that both agriculture-based and forest-based livelihood enterprises must be considered when presenting communities with option. He provided examples from PROSPER project sites that demonstrate how these enterprise development options have interacted to provide stability within evolving forest management systems. Such examples included provision of commercial oil palm processors through a cost-sharing scheme, use of cassava grinders to increase processing efficiency, and rehabilitation of cocoa farms in PROSPER sites to increase yields.

Following the respective presentations, interactive question and answer sessions ensued. These were also followed by group participatory quizzes with questions drawn from presentations, the Community Rights Law (CRL) and the CRL Regulations. The topic mostly focused on the 9-Steps process to acquire an authorized forest community status. A total of 18 participants walked away with prizes, including phone cards and outreach print materials on community forestry.

Over 120 participants, drawn from the FTI administration, instructors and students attended the forums. At least 45 women participated in each of the forums.

Liaise with WONGOSOL to reach out to other women network members

In keeping with the schedule of gender activities in the PROSPER FY16 Annual Work Plan, a presentation on “PROSPER’s Experiences of Gender Inclusive CF management” was developed and delivered to the members of Women’s NGO Secretariat of Liberia (WONGOSOL), at their monthly meeting on October 28, 2015 held at her YWCA offices on Tubman Boulevard. The forum brought together 18 representatives from various CSOs and CBOs from 6 counties – Nimba, Gbarpolu, Bomi, Margibi, Sinoe, and Montserrado. The PROSPER presentation to WONGOSOL focused on providing information on the role of women, men and youth in sustainable forest management and championing the course of disadvantaged and marginalized groups in forest governance. Also, the PROSPER Gender Integration Officer highlighted various provisions within the CRL and the CRL Regulations that provide opportunities for affirmative women participation, which respective CSOs and CBOs could take advantage of. She also explored ways through which these WONGOSOL network member institutions could participate in ongoing PROSPER activities.

The PROSPER experience sharing presentation was followed by a question and answer session. The forum ended with WONGOSOL and her network member institutions pledging to work more collaboratively with PROSPER so as to gain more insight on community forestry issues in Liberia.

Participated in the 16-Days of Activism Against Gender-based Violence

The PROSPER project supported the participation of a total of 10 women from Northern and Southern Nimba County on the “16-Days of Activism Against Gender Based Violence” celebration, held in Sanniquellie on November 25, 2015. The PROSPER Gender Integration Officer delivered a presentation on the “Role of women in gender inclusive CF management” in the USAID-PROSPER supported



A cross-section of women from PROSPER CF communities on the parade against “Gender-based Violence”, in Sanniquellie

communities. The event was celebrated to acknowledge the call to action against all forms of gender based violence and rally support to stop all forms of discrimination. Approximately 150 women, youth, students and men participated in the celebrations. The Program Manager of WE4SELF, one of WONGOSOL's network institutions, Rebecca Wilson, facilitated the participation of the PROSPER team.

3.0 COMPONENT I: EDUCATION, OUTREACH AND AWARENESS

COMPONENT I STATEMENT

The goal of Component I is to increase educational and institutional capacity to improve environmental awareness, natural resource management (NRM), biodiversity conservation and environmental compliance. Activities under this component support the Ministry of Education (MoE) to develop and pilot test curriculum materials including lesson plans and accompanying teaching and learning aids to strengthen formal primary school instruction on environmental and natural resource matters; engage the Forestry Development Authority (FDA) and civil society organizations (CSOs) to increase public awareness of natural resources and environmental management issues; and support the Forestry Training Institute (FTI) to develop and deliver a community forestry curriculum.

COMPONENT I ACTIVITIES

ACTIVITY I.1: COLLABORATIVELY SUPPORT THE DEVELOPMENT AND/OR MODIFICATION OF PRIMARY, FORMAL AND NON-FORMAL SCHOOL CURRICULA TO INCREASE KNOWLEDGE AND UNDERSTANDING RELATED TO NATURAL RESOURCES, THEIR MANAGEMENT, AND THE RELATED RIGHTS AND RESPONSIBILITIES OF GOVERNMENT AND CITIZENS

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

No contract deliverable due this quarter

Delivered and distributed primary environmental education curriculum materials to MOE ((Result)

Conducted curriculum orientation and developed feedback mechanism for MOE's implementation of the EE curriculum (Result)

Major Achievements

- Delivered and distributed Primary Environmental Education (EE) Curriculum materials to MOE
- Curriculum orientation conducted and feedback mechanisms developed

Delivered and distributed Primary Environmental Education (EE) Curriculum materials to MOE

In early November 2015, PROSPER stepped up its engagements with the MOE through series of meetings and events in its final drive to support the MOE deliver the EE curriculum materials.

As a result of the meetings held with the Deputy Minister for Instruction and other top officials of the MOE, PROSPER facilitated a daylong training of trainers (TOTs) workshop early in November, at the PROSPER office in Monrovia. The MOE Director for Textbook Research and Curriculum Development and the lead Subject Specialists for Math, Social Studies, English Language and Science, respectively,

participated in the training. The main outputs of the TOT included a consensus teacher training/ orientation approach, including vital processes for integration of environmental themes with the National Primary Curriculum (NPC). Through the TOT session, some of the officials who were new to the process gained much needed insight to the added value that the EE curriculum materials would potentially bring to the classroom environment in the delivery of the NPC.

Immediately after the TOT workshop, a public event for the official handing over of the EE curriculum materials to the MOE was organized at the Bella Casa event center in Sinkor through USAID-PROSPER. While the EE curriculum materials had earlier been accepted in principle by the MOE during a previous meeting as reported in quarter four, the MOE, USAID and PROSPER agreed on holding an official handover ceremony in order to highlight the significance of the EE curriculum development process and to appreciate the value of integrating environmental education in the NPC at the very foundation of formal education in Liberia. The handover program was attended by high profile guests and stakeholders in the education sector including representatives of the Environmental Protection Agency (EPA), Deputy Minister of Education for Instruction and officials of the MOE, Acelor Mittal Liberia (AML), Fauna and Flora international (FFI), teachers of the Monrovia Consolidated School System (MCSS) who participated in the development of the initial drafts of the EE curriculum materials and members of the Liberian media.

Curriculum orientation and feedback mechanisms

In mid-November 2015, PROSPER supported the MOE in the conduct of orientation workshops with a total of 50- public school staff within PROSPER zones in Grand Bassa and Nimba Counties. Participants at the orientation workshops included County Education Officers (CEOs), District Education Officers (DEOs), as well as principals, female educators and classroom teachers drawn from each of the fifteen (15) selected primary schools across PROSPER sites. The teachers gained knowledge and basic skills on the use of the EE curriculum materials – including posters, and the process of integration with the National Primary Curriculum (NPC) enhancing the effectiveness of delivery within the classroom. Each participant was provided with a set of the EE curriculum booklets covering the four core subjects including Math, Science, English and Social Studies; and an assortment of posters that were designed alongside the booklets.

The MOE Deputy Minister for Instruction, Dr. Romelle Horton, spent more than a half-day participating with teachers in one of the orientation sessions held in Buchanan. Her gesture further inspired the teachers and her senior staff that conducted the training, and underscored the importance she placed on the support by USAID-PROSPER to her ministry. In her brief statement during the training, Minister Horton urged the teachers and local school authorities to own up to the process as PROSPER's support is one that directly brings to life what they have been struggling with all the time.

Moving forward, PROSPER will work closely with the MOE Curriculum Division and public school teachers across the sites as they test the implementation of EE curriculum in all five schools.

Strategic Adaptations

During this quarter, the MOE Deputy Minister for Instruction specifically requested USAID-PROSPER's support to the CDWG and MOE to facilitate monitoring of the curriculum implementation process for at least one semester. She also requested that PROSPER facilitate the movement of select MOE staff to enable them distribute the EE curriculum materials. The PROSPER education team views that these level of support do not significantly deviate from the PROSPER annual work plan and allocated resources.

ACTIVITY 1.2: COLLABORATIVELY SUPPORT THE DEVELOPMENT OF OUTREACH CAMPAIGNS TO INCREASE PUBLIC AWARENESS OF NATURAL RESOURCE AND ENVIRONMENTAL MANAGEMENT ISSUES

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

No contractual deliverable due this quarter

Increased environmental knowledge & awareness of Liberian citizens due to dissemination of new outreach programs that educate Liberians about the importance of the country's natural resources, particularly in implementation sites **(Result)**

Improved capacity of CSOs to provide leadership in the promotion of community and citizen rights with regard to land tenure, property rights, protection and management of forest resources **(Result)**

Major Achievements

- Analyzed the results of the Knowledge, Attitude and Behavior (KAB) end-line surveys
- Facilitated Newspaper Publications and Radio Broadcast on PROSPER activities
- Initiated preparation for Radio-drama outreach through community radio

Analyzed the results of the Knowledge, Attitude and Behavior (KAB) end-line surveys

Following the Knowledge, Attitude and Behavior (KAB) surveys carried out in September FY15 by PROSPER, in collaboration with the Community Forestry Working Group (CFWG) and the Forestry Development Authority (FDA), the results of the survey were analyzed by the PROSPER M&E team.

The surveys were conducted to assess the effectiveness of outreach and awareness approaches and audio-visual materials constituting the communications deliverables – 11, 15 and 17, respectively. These deliverables are comprised of materials launched and rolled out during the three annual outreach campaigns conducted by the CFWG and FDA with support from USAID-PROSPER since 2013. The respondents targeted during the KAB surveys were the community forestry governance bodies (CFMBs, CFOCs, CAs and ECs); forest user groups (hunters, NTFP collectors, mangrove harvesters and chainsaw operators); agriculturists within the forest landscape (farmers and agri-businesses); and community members involved in other activities associated with threats to forest biodiversity (miners and fishers).

The KAB survey reports are available from the project office. They generally showed increase in knowledge of community rights and responsibilities over the management of their forest resources as provided by the CRL and CRL Regulations. There is also an increased awareness of the value of forest biodiversity to the wellbeing of communities, and the need to minimize their contribution to the threats to forest biodiversity. Overall, the desired change in attitudes and behaviors could be seen from the results. These outcomes will inform the planning and subsequent implementation of the Fourth Annual Outreach campaign in Q2 of FY16.

Conducted Lessons Learned Workshop

As part of the assessment of the PROSPER communications Deliverables 5, 11, 15 and 17, PROSPER in collaboration with the FDA and the CFWG conducted three lessons learned workshops in December, in Tappita, Sanniquellie and Buchanan. The workshops also doubled as part of the phased approach used by PROSPER to progressively refine its communications strategy for successive outreach campaigns. Over the past three years, PROSPER in collaboration with FDA and the CFWG developed series of campaign messages, a range of public outreach and awareness building approaches; designed and produced outreach materials including t-shirts, brochures, posters, radio programs, video products, music and theater to support the campaign launch and rollout at the community level. During the

lessons learned workshops, PROSPER solicited feedback from key audiences including representatives of the FDA, EPA the CFWG, CF leaders and forest user-groups on the efficacy of the products created and the effectiveness of the awareness approaches implementation during the three campaigns.

Feedback was generally positive. In the older sites, the communities would like to promote messages on their CFMPs and community forest rules and permitting systems. In the newer sites, they would like to promote messages around formation of forest governance system as provided for in the CRL and the CRL Regulations.

The next step for this activity in FY16Q2 will include a formal assessment of these deliverables to produce Deliverables 5a, 11a, 15a and 17a.

Facilitated Newspaper Publications and Radio Broadcast on PROSPER activities

In November 2015, PROSPER was featured in the press. The Education and Outreach team, invited the print and electronic media to cover the handing over ceremony in which PROSPER presented the Environmental Education curriculum materials to the MOE. The Liberian media published several articles that week, including FrontPage Africa and the New Republic, which are online newspapers. Major newscasts on the National Broadcaster, LBS, and the Renaissance radio and TV [Truth FM and Real TV] also reported on PROSPER’s support to the MOE. Publication of newspaper articles, radio broadcasts and production of newsletters are communication activities captured in the PROSPER annual work plan to increase visibility of the program and USG support to the forestry sector in Liberia.

Initiated preparation for Radio-drama outreach through community radio

In December 2015, PROSPER and PCI Media Impact, STEWARD’s communication partner, concluded collaboration on the production and airing of 42-episodes of radio drama serials. In preparation for the broadcast of these dramas on community radio stations in PROSPER zones in Grand Bassa and Nimba Counties, the Component One team has reformatted and sequenced them for broadcast commencing in Q2.

ACTIVITY 1.3: DEVELOP A CF CURRICULUM AND SUPPORT CAPACITY DEVELOPMENT OF FTI STAFF TO IMPLEMENT

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

No contractual deliverable due this quarter.

Increased capacity of FTI instructors to implement Community Forestry curriculum **(Result)**

Participation of faculty and students in field research activities **(Result)**

Major Achievements

- Capacity building support to FTI faculty in CF curriculum delivery and assessment
- FTI student participation in Site-based Research Activities
- Updated Database and website

Capacity building support to FTI faculty in CF curriculum delivery and assessment

The PROSPER point of contact worked closely with the FTI Faculty and administration and developed a schedule to conduct in-class observation on the delivery of the CF curriculum. This schedule was implemented successfully. In Q2, largely coinciding with the second term at FTI, only the two first year Rangers classes will continue with Community Forestry.

FTI student participation in Site-based Research Activities

As highlighted in the FY16 PROSPER annual work plan, PROSPER hired a consultant, Dr. Ken Bauer, to provide support and training to develop the applied research capabilities of FTI students and faculty by designing and supervising field research at Barconnie. This work coincided with the Charcoal Study, carried out by Dr. Roy Hagen, providing the trainees with an Applied Research opportunity.

In early December 2015, PROSPER facilitated the participation of an FTI faculty, two final year students and two past FTI students currently working with PROSPER, in the Charcoal study led by Dr. Hagen. He incorporated the FTI personnel in his team of field researchers in Barconnie and surrounding Communities in Grand Bassa County. At the end of their study, the team was met in the field by Dr. Bauer and his team of six students and one faculty. They spent a half-day exchanging presentations, including findings from the field, feedback and examining appropriate research approaches for specific questions. Dr. Bauer's team spent an additional week in the field following up on the experiences of Dr. Hagen's team, while they developed concrete research methodologies, and possible community forestry questions that could be researched. Once back on campus in the second term, the students will finalize their work with Dr. Bauer by writing up their findings. Accordingly, the FTI database and website has been updated.

The outputs from the field research have been uploaded to the FTI canvas digital learning platform at: <https://canvas.instructure.com/courses/851452>

Lessons Learned

Our initial intent in bringing in the FTI faculty was to ensure teaching continuity. However, we realized that they possess strong resource capability for both phases of the exercise, especially with the charcoal study. They were very good with tree identification, both the local and scientific names. They could further serve as an important resource for the supervising of forest inventories.

Strategic Adaptations

The initial logic for the training of the students was to start off with the research methodologies with Dr. Bauer and then get them to work on the applied research with Dr. Hagen. Unfortunately, Dr. Hagen's schedule changed and the project could only bring him earlier. We tried to adjust this by bringing in the past FTI students who were already working with PROSPER and embedded them with both consultants. With their experience, and being field technicians, they were able to grasp the concepts faster and communicate them easily to their colleagues.

ACTIVITY 1.4: WORK WITH CIVIL SOCIETY INSTITUTIONS AND COMMUNITIES TO SUPPORT POLICY DIALOGUE, DEVELOP COMMUNICATION AND COORDINATION STRATEGIES, AND SUPPORT EFFECTIVE STAKEHOLDER ENGAGEMENT IN THE DEVELOPMENT OF NRM, LAND AND ENVIRONMENTAL POLICY

With USAID concurrence, since FY14 AWP, Activity 1.4 has been combined and reported with Activity 2.2. For activity details, please see Component 2.2.

ACTIVITY 1.5: SUPPORT THE FDA TO IMPROVE THE PROCESS OF ISSUING NEW COMMUNITY FORESTRY MANAGEMENT AGREEMENTS

Activity 1.5 would be more appropriately found under Component 2 activities. However, when this activity was added in FY15Q3 to the PROSPER work plan, through Modification 4, it was incorrectly labeled as Activity 1.5 instead of Activity 2.5.

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

Community Forestry Issuance Handbook including checklists produced and in use by the FDA
Community Forestry Department to guide the due diligence processes in the issuance of new
Community Forestry Management Agreements and its annual revision (**Deliverables 9 & 9a**)

Improved capacity of FDA to responsibly issue new Community Forestry Management Agreement

Major Achievements

- There is no activity to report for this activity during Q1, however, this deliverable is the culmination of several STTA works. Considerable progress is expected towards the completion of this deliverable in Q2 and Q3.

4.0 COMPONENT 2: FOREST MANAGEMENT AND BIODIVERSITY

COMPONENT 2 STATEMENT

The goal of the forest management and biodiversity component is to develop viable models of community-based forest management that lead to more sustainable forest management practices and reduced threats to biodiversity in target areas. Activities under this component seek to build the institutional and human capacity of communities, FDA, and CSOs to implement sustainable forest management while developing an enabling legal framework that is informed by stakeholder experience.

COMPONENT 2 ACTIVITIES

ACTIVITY 2.1: BUILD COMMUNITY CAPACITY FOR FOREST MANAGEMENT

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

Community Forest Management hand book that outlines the development, registration, operations and management of community forests is developed and made available to communities, FDA, civil society, private sector actors and other stakeholders (**Deliverable 12**) – *In process*

Build capacity of CF governance bodies in Northern Nimba on the effective management of their respective CFMPs

Capacity building program for CFMBs in business planning and development skills in place and being implemented (**Result**)

Major Achievements

- Supported Management Plan and Rules Template Development for Authorized Forest Communities and Defined Next Steps to Promote Permitting Systems
- Supported the Gba CFMB to re-clean the Gba CF boundary in preparation for zoning the CF
- Supported the Participation of CFMBs at the Northern Nimba Biodiversity Stakeholders' Forum in Monrovia
- Provided training to CFMBs in financial policy and business management
- Consulted with CI/Partners on the potential for piloting Conservation Agreements in the Barconnie Communities
- Supported the FDA to Ground-Truth the Preliminary Demarcation Conducted at Sehyi CF
- Supported the CF Governance bodies to participate in County-level Forums

Deliverables due during this quarter

- a) Community Forest Management hand book that outlines the development, registration, operations and management of community forests is developed and made available to communities, FDA, civil society, private sector actors and other stakeholders (Deliverable 12). This deliverable is currently being completed by an STTA. Two complimentary STTAs have also contributed to writing two

chapters in the handbook last quarter. A draft of the handbook was presented to the CFWG, including the FDA, in November and their inputs have been incorporated.

Continued Support to CFMBs in Older Sites in the Gba, Blei and Zor Communities in Northern Nimba

Supported Management Plan and Rules Template Development for Authorized Forest Communities and Defined Next Steps to Promote Permitting Systems

During the quarter, the PROSPER Project Manager, Vaneska Litz, provided STTA in support of the development of management plan and rules template for Authorized Forest Communities and to define the next steps to promoting permitting systems.

She reviewed and finalized the Zor Community Forest Management Plan (CFMP) with the Zor Community Forest Management Body (CFMB) and Executive Committee (EC). During the review sessions, it was found out that implementation of the CFMP was difficult due personnel turnover within the governing bodies, which led to a loss of institutional memory. Additionally, literacy challenges and large CF guidance documents proved to be difficult for many individuals to fully comprehend. It underscored the need identified by PROSPER for the development of simple templates that could easily be understood and used by CFMB. The consultant proposed a simplified template that focus on management activities and minimize legal language.

The consultant reviewed and finalized the Zor community forest rules with the Zor Community Forest Management Body and Executive Committee. The review revealed that there had been little effort by the communities that leads to the promotion of forest rules beyond direct support by PROSPER. There were also similar limiting circumstances such as high turnover among the leadership, difficulty to decipher the difference between rules and laws, low logistics capacity, and interference by local authorities. The consultant proposed a template that provides both guidelines and draft language that can be used by CFMB and FDA (or other organizations providing technical assistance) to develop their rules. The Zor CFMB finalized their rules with the Community Assembly, which was approved by the EC. The rules were passed on to the FDA for final review. An action plan for implementation of the rules was put in place by the Community Assembly.

The consultant worked with the CFMB and EC to define a process to strengthen the permitting system. The permitting system was introduced in the Zor community primarily as a means to control use and access by non-community members that were using the community forest. This has since evolved to a forest user registration system. While this is positive for forest resource and rules monitoring, it has the potential to create conflict with local authorities, or could be perceived as such. The CA has put in place a road map to eventually register all forest users. This will start with consultations and awareness sessions with local administrations and local authorities. Forest users will be given a three month grace period once registration starts to ensure that sufficient opportunities are given to all. The Zor CFMB and CA continues to provide leadership for this with support from PROSPER.

Supported the Gba CFMB to re-clean the Gba CF boundary in preparation for zoning the CF

The PROSPER team provided training for the Gba CFMB in using the GPS to retrace their forest boundaries. The training was conducted to prepare the community for retracing and re-cleaning their community forest boundaries. The training was provided in two phases. The in-class phase was designed to equip the CFMB and Community Forest Guards (CFG) in the general approach to conduct forest

demarcation, the effective use of a GPS, hand held compass and use of data sheets to record GPS waypoints. The second phase was the field demonstration. The output of the process will help to minimize encroachment into the Gba CF by other competing land-users.

Supported the Participation of CFMBs at the Northern Nimba Biodiversity Stakeholders' Forum in Monrovia

The quarterly Northern Nimba Biodiversity Stakeholders Forum was organized and hosted by the FDA in Monrovia on December 8, 2015. PROSPER facilitated the attendance of six (6) representatives drawn from the Zor, Gba and Blei Communities in Northern Nimba, including three (3) women. Stakeholders presented reports on their specific activities in the Northern Nimba landscape, with specific focus on coordinating activities and support to community initiatives.

Provided training to CFMBs in financial policy and business management

The Business Development Advisor (BDA) continued business management training for CFMBs in Northern Nimba to enhance their capacities in the use of the Business Management Planning and Financial Policy. The draft financial policy with the accompanying training modules developed during the previous quarter was used as a reference point for the training. The PROSPER BDA will provide further training to the CFMBs to develop proposals for the use of funds in line with the draft financial policy.

Consulted with CI/Partners on the potential for piloting Conservation Agreements in the Barconnie Communities

PROSPER continued to explore the feasibility of introducing Conservation Agreements into community forest areas. So far, there has been little progress with Conservation International (CI). In Quarter-I, the PROSPER field team in Grand Bassa County consulted with the Society for the Conservation of Nature in Liberia (SCNL). They are leading the Conservation Agreement project in Barconnie, in collaboration with CI. In November, the PROSPER field team and SCNL exchanged updates of their activities in the Barconnie Community. During the meeting, SCNL revealed that they had commenced work with 12 towns along the coast. They are currently conducting feasibility studies and as well conducting capacity building and awareness activities in the community. However, the SCNL highlighted that the communities had not identified a specific landscape for which a conservation agreement would be sought. It emerged that SCNL is only working in a handful of the towns that constitute the Barconnie community, meaning that they do not cover all the towns in contact with the PROSPER program. There would be further engagement by PROSPER with both CI and SCNL.

Supported the FDA to Ground-Truth the Preliminary Demarcation Conducted at Sehyi CF

Following the development of ground truthing/demarcation verification approached, PROSPER supported a team that comprised of FDA GIS and Remote Sensing Division, FDA CF Department, and PROSPER's technical team to pilot the process in the proposed Sehyi community forest. Consistent with the CRL and its Regulation, the CF demarcation verification exercise was led by the FDA, and supported by PROSPER. Key community members, and representatives from Land Commission (LC) and Ministry of Internal Affairs (MIA), also participated. These decentralized arms of the LC and MIA also participated in the preliminary demarcation/mapping exercise. The findings showed that the data transferred from the field were accurate, the total man-days were re-run and verified, and minimal overlaps on some private farm lands were identified at the fringes of the forest boundaries. Various geo-physical features of interest, including rock formations, distinct vegetation types and private properties were identified. It was noticed that though there were streams and mountains in the CF, the Beni qhyee creek was the only natural feature partially along the demarcation line. Additional way points were collected to correct deviations and/ or to prepare the basis for dispute resolution in the event that they arise. PROSPER will continue to work with FDA to produce the best drafts that will be posted in communities for community verification.

All Community Forest Sites

Supported the CF Governance bodies to participate in County-level Forums

The County Steering Development Committee (CSDC) meetings, chaired by the respective County Superintendents or their designees were not held in both the Nimba and Grand Bassa Counties. Notwithstanding, during the quarter, PROSPER field teams in Sanniquellie and Tappita in Nimba County; and Buchanan in Grand Bassa County, supported community CF leaders to develop their presentations on activities carried out for the period. The team also provided coaching for the CF leaders and prepared them for the presentation.

ACTIVITY 2.2 AND 1.4: STRENGTHEN CAPACITY OF FDA, EPA, AND CSOS TO SUPPORT SUSTAINABLE FOREST MANAGEMENT

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

No Deliverables to report

Increased capacity of GoL agencies and CSO to support and implement community forestry in Liberia **(Result)**

Major Achievements

- Conducted capacity building coordination and cooperation with stakeholders
- Developed templates for CFMP, CFMA, By-laws and constitutions in collaboration with stakeholders
- Supported FDA to develop boundary demarcation verification process
- Provided support to the FDA to compile Findings of the Demarcation Data

In spite of the delay of the demarcation process by the FDA August, 2015, USAID-PROSPER actively continued to provide technical support to FDA at the national level, paving the way for the pilot communities to go through the 9-STEPS process to qualify for a CFMA.

Conducted capacity building coordination and cooperation with stakeholders

During the quarter, PROSPER had series of coordination meetings with the FDA to improve communication between the project and FDA. A string of meetings was held to address the issues surrounding the latest stop work order issued by the FDA Managing Director at the end of August, 2015. It emerged that the issues raised were unfounded and based on breakdown in the FDA's internal communication, the CF Technical Manager's lack of response to communication to partners, including PROSPER, and the failure to review documents sent to the FDA in order to provide feedback. The Deputy Managing Director of Operations (DMDO), Hon. Darlington Tuagben, lifted the stop work order on the 9-Steps process, and work has continued since.

Following USAID's approval of the PROSPER Annual Work Plan, PROSPER set up a meeting with the FDA and presented the plan. Unfortunately, FDA had a conflict on the day of the presentation and the participation of the DMDO and other Technical Managers was cut short. The CF Department was conversant with the plan since they participated in its development. They provided suggestions on approaches that could enhance effectiveness of some of the activities. These were noted and are being addressed.

PROSPER also held a meeting with the FDA MD, DMDO and all Technical managers and briefed them on ongoing PROSPER project activities, remaining project timeline, and proposed Cost and Activity Extension of PROSPER. They provided insight on possible support a CF Advisor could provide for them within the period. Their inputs validated most of PROSPER's proposed scope of work for the FDA Advisor, with a few additional comments.

Over the period, PROSPER held a series of meetings with partners developing or working on projects that are related to community forestry. These included the VPA, World Bank and the USAID Forest Income for Environmental Sustainability (FIFES) project, among others. These coordination forums have been valuable in maintaining a common message on various aspects of community forest authorization, governance and management.

Developed templates for CFMP, CFMA, By-laws and constitutions in collaboration with stakeholders

Through the quarter, PROSPER supported the FDA to develop templates and protocols for Community Forest Management Plans (CFMPs), Community Forestry Management Agreements (CFMAs), By-laws and Community Assembly Constitutions. These were done through STTA support with participation from the FDA, VPA and other forestry/ conservation stakeholders.

The consultants developed the templates for these instruments, including the approval/renewal processes, guide for populating specific sections, and a compendium of guide questions. Following a series of consultations by the respective STTAs with key stakeholders, the consultants reviewed related and relevant laws, legal agreements and governing instruments, and integrated documents produced by PROSPER or earlier USAID forestry projects the FDA to date. The redundant provisions were removed or harmonized with those in the CRL and CRL Regulations. Importantly, simple and precise language was used so that the final document can be accessed by the FDA and used to inform CF applicant communities.

As part of the approach, the first draft of the different templates was produced and disseminated amongst experts for comments and recommendation following which a final draft was produced and submitted to USAID for comments.

These documents will eventually be turned over to the FDA for their endorsement and adoption into the official community forestry governance and management processes.

Supported FDA to develop boundary demarcation verification process

In July 2015, FDA approved a community forest demarcation approach that guided the demarcation process initiated thereafter in all pilot sites. The approach includes three phases;

Phase one is the launch of the demarcation process, wherein there is formal communication to the county, district, Chiefdom and community leadership; and relevant government institutions (Land Commission, Ministry of Internal Affairs, etc.)

Phase two is the preliminary mapping, which involves orientation of representatives designated by the community to support FDA in the demarcation process, and conducting the field exercise of collecting way points. These points are uploaded to produce a polygon, which is superimposed on a cadaster to identify discrepancies.

Phase three is the ground-truthing/ verification of the preliminary map. This process was developed in conjunction with the FDA GIS Department. The verification process includes:

- Retrace of the demarcation line to validate the accuracy of the GPS way points collected during the preliminary mapping
- Identification and documentation of some major features that will be clearly shown on the 1:5000 scaled map for posting.
- Verification of identified overlaps and forthwith establish separate mechanism to handle issues of perceived overlaps and other complications that may arise.

- Conduct interviews to understand community’s perspectives of the demarcation process and compile suggestions for possible intervention in potential conflicts, as indicated in Step #7 of the nine steps to obtain CF status

Provided support to the FDA to compile Findings of the Demarcation Data

Only three of the eight pilots had completed their preliminary demarcation when the stop work order was given by FDA. The full data-set generated from the two Grand Bassa County sites and the Sehyhi in Northern Nimba County was analyzed. The data was sent from the field offices via the Text tab file delimited format and Keyhole Maker language (KML) file formats, respectively, and later exported into ArcMap GIS software for onward map production. Folders were created for each county while specific site contained folder of the individual CFs names with file format of each patch of forest undergoing the demarcation.

In Grand Bassa County, the proposed Barconnie community forest is made up of five patches of forests. The Matro and Kortro forests are located in the District #4. In Northern Nimba County, there is only the Sehyi Forest.

The analysis, which involved superimposing the preliminary maps on the cadaster of concessions, showed that the Liberia Agriculture Company (LAC) concession and a proposed FMC overlapped huge portion of the Kpogblen Clan, thus overlapping a portion of the Martro forest.

Due to these identified overlaps, the FDA has asked PROSPER to proceed with the seven sites, while FDA determines how to proceed with Matro and Kortro.

Lessons Learned

The findings from the preliminary demarcation might be frustrating for the community members of District #4 in Grand Bassa County, however, it demonstrates that the approach proposed by PROSPER is working effectively in identifying discrepancies.

From this point forward, PROSPER will not consider that the CFMA verification process for the Kortro and Matro will move in the same time frame as the others. Though the Kortro is overlapping with only a proposed FMC, FDA is approaching the matter as if it is a bona-fide concession.

PROSPER will remain ceased on the matter, while urging FDA to at least inform the community.

ACTIVITY 2.3: SUPPORT DEVELOPMENT OF LEGAL FRAMEWORK FOR CF AND LTPR

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

No contractual deliverables due this quarter

Increased capacity of Community Forest stakeholders, including civil society to interact routinely with national-level decision making bodies to provide recommendations to improve the legal regulatory framework for CF **(Result)**

Major Achievements

- Provided support to the FDA on the Development of Land Dispute Mechanism

Provided support to the FDA on the Development of Land Dispute Mechanism

So far, there has been no significant progress in passing the Land Rights Act to implement the Land Rights Policy. Therefore PROSPER could not rely on taking advantage of the development of a land dispute mechanism through that process. Also, the Forest Grievance Redress Mechanism to be

developed under the Norway Agreement to address grievances arising from REDD+ activities is yet to be developed.

In PROSPER's discussion with FDA on approaching the Land Commission to develop the land dispute mechanism, particularly as it applies to community forests, the FDA intimated that they have had non-responsive communication with Land Commission so far. PROSPER proposed to FDA that a forum for the presentation to the Land Commission on the 9-Steps process and its current status could be an option to explore. The objective of the presentation would be to emphasize the importance of the LCs role in developing an Alternate Dispute Resolution (ADR) mechanism, targeting community forestry. The FDA CF Technical Manager welcomed the idea and will work with PROSPER to realize it in Q2.

ACTIVITY 2.4: INCREASE KNOWLEDGE OF FOREST ECOSYSTEMS AND DESIGN APPROPRIATE INTERVENTIONS

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

Annual revision of Deliverable 13 (Biodiversity Monitoring Handbook for Community Forest Managers is revised/developed and available for communities and their partners) **(Deliverable 13a)**

Outreach materials produced on biodiversity, priority threats and sustainable forest management **(Result)**

Increased capacity among community members and other forest stakeholders to understand threats to biodiversity and how the impact of such threats could be monitored and communicated at various levels **(Result)**

Major Achievements

- Supported Capacity Building for Biomonitoring

Deliverables due during this quarter

Annual revision of Deliverable 13 (Biodiversity Handbook for Community Forest Managers is revised/developed and available for communities and their partners (DELIVERABLE 13a).

There was significant progress made on this Deliverable this quarter. The PROSPER biodiversity partner, FFI returned to Liberia and was formally hired to ensure the deliverable is achieved.

Supported Capacity Building for Biomonitoring

The FFI team conducted scoping visits to the Gba, Blehi, Sehyi and Zor communities to seek their feedback on biodiversity issues in their various forests through interviews. The team later did forest walks and camped out in each of the forests to make expert observations and verify some of the feedback received from interviewees. These findings were integrated in the Bio-monitoring handbook.

Based on the updates to the Bio-monitoring handbook, FFI developed a training module and conducted an extensive Training of Trainers (TOT) workshop for a cross-section of FDA field staff, CFMBs, Community forest Guards (CFGs), and PROSPER community mobilizers. The training was thirty percent theoretical and seventy percent field practicum.

Procurement of field materials and equipment to aid biomonitoring activities, including GPS units, compasses and camping equipment completed in December.

A comprehensive report on these activities will be submitted by FFI to PROSPER, including the updated Biomonitoring Handbook (Deliverable 13a) in Q2.

5.0 COMPONENT 3: LIVELIHOOD AND ENTERPRISE DEVELOPMENT

COMPONENT 3 STATEMENTS

A key objective of PROSPER is to identify and scale up sustainable community-based livelihoods and forest-based enterprises in order to support sustainable forest management activities while reducing the threats to biodiversity. This includes the development and strengthening of value chains for non-timber forest products (NTFP) through capacity building of collectors' groups and the introduction of processing equipment to add value and decrease labor demands. Under PROSPER additional activities are piloted to demonstrate other ways by which communities can increase their income while supporting sustainable forest management.

COMPONENT 3 ACTIVITIES

ACTIVITY 3.1 INCREASED NUMBER OF SUSTAINABLE AGRO/FOREST-BASED ENTERPRISES

ANNUAL RESULTS & DELIVERABLES (YEAR 4)
Development and assessment of series of brochures, radio programs, community theater, and video products developed to support community-based forest product and agricultural enterprises in Liberia and annual revision (Deliverable 17 & 17a)
Agriculture and Community Forest Enterprise Management Manual developed that provides overall guidance to individuals and organizations in the development of sustainable natural resource-based enterprises and annual revision (Deliverable 16 & 16a)
CFMBs trained in financial and business management (Result)
Oil palm processing capacity expanded (Result)
Oil Palm Processing Group Based Enterprises establish and operational (Result)

ENTERPRISE DEVELOPMENT ACTIVITIES – WOOD-BASED PRODUCTS

Per the 2015 Annual report, support has focused on providing CFMB members with the skills and knowledge to be able to execute contracting and other business decisions in a transparent manner.

Major Achievements

- Training of CFMBs in financial and business management

In late November 2015, the PROSPER Business Development Advisor (BDA) provided three days financial management training to 11 (3 female, 8 male) members of the Blei and Zor CFMBs in Northern Nimba. The purpose of the training was to equip the CFMBs to be able to manage their financial resources as well as ensure transparency in recording incomes and reporting expenditures, rational use of benefits (profit) and tracking of CFMBs' assets. The training covered various topics including:

cost/benefit analysis of a given business, basic bookkeeping, reporting incomes and expenditures, preparing financial statements and bank reconciliation. Other modules discussed were organizational development focusing on administrative procedures, conflict management, leadership skills, business registration process, etc. At the end of the training, members of the CFMBs recommended that the BDA include in his training the development of a “business plan” that will enable them to write business plan in the future.

In December, the BDA conducted three days TOT training on Financial Policies and Procedures and Business Development to the Joint Community Forest Management Board (J-CFMB) and CFMBs of Blei, Gba and Zor communities respectively. The training was conducted in Zorgowee, which was considered to be a central point for the three communities in the Sanniquelle region in Northern Nimba. This training is part of the capacity building effort of PROSPER to equip the CFMBs to be able to manage their financial resources. The training was attended by 12 (4 female, 8 male) members of the CFMBs who were selected to participate in the TOT based on their willingness to go back into their various communities to pass on the training they had learned. All participants were literate and the majority had at least high school degrees and are considered leaders in their communities. The training provided guidelines for developing financial goals and objectives, making financial decisions, reporting the financial status of the CFMBs and managing the institutions funds. It covered various topics including financial responsibilities of members, conflict of interest, budgeting process, bank reconciliation, financial statements among others.

The training also took the participants through a rigorous review and identification exercises to recognize some basic financial management forms such as petty cash request, cash registry, voucher templates, cash/cheques register template, general ledger, etc that would be used in their day to day running of the CFMBs. Demonstrations were carried out with individual members participating in various types of mock transactions.

Lessons Learned

The training conducted in November with the CFMB members showed different levels of capacity among the CFMB member. As a result of this, selection was made among the CFMB members based on their educational level and understanding of the materials presented, and their willingness to go back to their various communities to pass on the training they had learned. A ToT was then organized for the selected participants to go through another round of business and financial management training.

ENTERPRISE DEVELOPMENT ACTIVITIES – OIL PALM-BASED ENTERPRISES

Oil Palm Nurseries

Major Achievements

The four oil palm nurseries established in FY15 in Beatuo, Behwallay, Old Yorpea and Toweh Town continued to receive management support from PROSPER through Kwakerdoe Cooperative. During the quarter, Kwakerdoe made several visits and provided extension support to the four groups on the management of the main nurseries that were established in September 2015. The oil palm nursery is in two stages; the pre-nursery and the main nursery. The pre-nursery stage is the first 3-4 month period of the seed’s life while the main nursery stage is when the seeds are transferred to larger growing environment (bigger poly bags) and exposed to more sunlight in preparation for out planting. Activities carried out on the four main nurseries during the quarter included training on the use of compost, mulching the bases of the young seedlings with wood saw dust in order to reduce the rate of evaporation, weeding and intensive watering as a result of the beginning of the dry season. Kwakerdoe emphasized the need for constant watering (at least twice a week) which is crucial at this point of the

growth of the seedlings as a result of the increase in size of the seedlings and high water demand, coupled with the onset of the dry season.

Also, Kwakerdoe replaced two hundred sixty eight (268) seedlings reflecting about 9% mortality rate during the pre-nursery stage which is average. The loss occurred because of bad roads condition that caused the breakage of some shoots of the pre-germinated seeds when it was transported from the Liberia-Ivory Coast boarder to the four nursery sites. The replaced seeds were distributed to the four groups.

Lessons Learned

The seasonal transition of oil palm nursery management from the rainy season to dry season has shown a clear demand for the increasing rate of water supply for the oil palm seedlings. The nursery activities had transitioned from the rainy season into the dry season. During the rainy season, there was occasional watering for the seedlings due to the rainfall, but the onset of the dry season has increased water demand for the plants. The work load for watering the seedlings had increased making farmers to adjust their work schedules to avoid any further mortality of the seedlings on the nurseries. While this is the first time for farmers to manage their own oil palm nursery with the guidance of Kwakerdoe, it is important to take note of the seasonal transition because of the long duration (8-10 months) of oil palm seedlings on nursery, and nearly five months of the nursery activities occur during the dry season.

Oil Palm Processing Support

Seven new oil palm farmer groups; six around the Big Gio Forest (Bonlay, Graie, Grupea, Lorpea, New Yorpea and Yriah), and one in Grand Bassa, District 4 (Baye Town) submitted applications including a payment of US\$ 300(three hundred United States dollars) each for co-funding request to invest in oil palm processing equipments/Freedom Mills for the establishment of oil palm processing enterprises. The contributions represent 30% of the total cost of each equipment while the remaining 70% will be underwritten by PROSPER to purchase the Freedom Mills. The total of US\$ 2,100 (two thousand one hundred United States Dollars) was collected from the seven farmer groups. A total of 152 (41 female, 111 male) members contributed the amount. The momentum of the farmers to own a Freedom Mill continues to increase as a result of the reduced labor associated with the use of the machine to process palm fruits, as compared to the high labor demand associated with the traditional method of processing palm fruits in pits. The requests of the farmers were reviewed and the procurement process took place in December 2015. Distribution of the mills will take place in January 2016.

The contribution of the group in Grand Bassa, District 4 (Baye Town), is unprecedented as it is the first time an oil palm group in Grand Bassa has requested and contributed an amount of US\$300 to PROSPER toward such a venture. This was a strong reflection on how successful other groups in Nimba have been as field staff shared the groups experiences with those in Grand Bassa and also the strong effort of the PROSPER team to diversify livelihood opportunities in this county.

Three of the oil palm processing groups (Behwallay, Kaylay and Old Yourpea) behind the Big Gio Forest out of the fourteen groups established in FY15 reported processing palm fruits during the quarter. A total of 111 (68 and 43 in October and November respectively) gallons of palm oil was processed by 24 (13 male, 11 female) which is a good average during this low season. Despite the fact that the major palm season is yet to begin, this volume reflects the farmers commitment to continually search for palm fruits and to maximize the use of the Freedom Mill to generate incomes as well as for household consumption.

During the quarter, the Business Development Advisor visited four communities around the Big Gio Forest and assessed the Behwallay and Beatuo oil palm groups to determine the groups' capacity to function as enterprises and to determine their specific training needs. The assessment included with the

review of their financial records, leadership structures as well as their business skills. The BDA is working on the appropriate business skills training packages for these groups to commence their trainings in January 2016. The original four oil palm groups qualified for the formalization or enterprise development process with two groups (Old Yourpea and Toweh Town) completing the constitution adaptation phase. Final copies of the groups' constitutions will be presented to them for signatures in January 2016.

ACTIVITY 3.2 REDUCE THREATS TO BIODIVERSITY LINKED TO LIVELIHOOD ACTIVITIES

ANNUAL RESULTS & DELIVERABLES (YEAR 4)
No deliverables due in FY16
Livelihood group members have basic understanding about Community Forestry and the importance of the forest on their livelihood (Result)
Cocoa farmers apply yield improving practices on their own cocoa farms what they have seen on the cocoa demo field days (Result)
Farmer's Groups are able to produce (vegetable) crops in the dry season (Result)
Cocoa farmers can receive farm gate price information through the Liberia Market Prices SMS response system 24/7 (Result)
Beekeepers produce and sell first honey from hives in or around Community Forests (Result)

COMMUNITY FORESTRY OUTREACH THROUGH EXISTING GROUPS (FED FFS, ETC.)

The process of reviewing the extension modules developed by Component 1 is nearing completion. In Q2, Component 1 will organize a ToT with Component 3 field staffs. This will be followed by the roll-out of the outreach through the existing PROSPER farmer groups (Crop diversification, Oil palm processing and Cocoa rehabilitation groups).

COCOA REHABILITATION

During Q1, PROSPER worked with a number of farmers to assist them to rehabilitate their cocoa as a way of promoting alternative livelihoods that do not present a threat to biodiversity. These farmers have benefited in the past from demonstrations that are provided to farmers by WIENCO, an NGO that provides extension services using rehabilitated cocoa farms as demonstration sites. WIENCO will be continuing to offer demonstration sites in the PROSPER area in which farmers can learn techniques to rehabilitate and increase the productivity of their own cocoa trees. This training includes techniques for under-brushing cocoa trees propagating under the canopy, removal and burning or burial of diseased and old pods, application of special cocoa fertilizers; and treatments with approved pesticides and fungicides of trees. The WIENCO program also includes training to farmers in all aspects of safety in handling and applying these products. To reduce post-harvest spoilage and waste, participants also receive training in best practices of harvesting cocoa pods and in the fermentation of the beans, so that a higher price can be received for a higher quality crop.

PROSPER confirmed with WIENCO that these demonstration sites will continue in the region. In the second quarter of FY16, PROSPER will support these farmers by providing assistance to attend the WIENCO trainings.

CROP DIVERSIFICATION

Major Achievements

- The Business Development Advisor assessed five women groups in crop diversification to determine the groups' capacity and their specific training needs
- Six high performance Crop diversification groups identified for support for dry season vegetable production
- All six groups received a set of irrigation water pumps and operation packages
- Provision of technical assistance to twenty four crop diversification groups

Lessons Learned

During the quarter, the Business Development Advisor visited four communities around the Big Gio Forest and assessed five predominantly women groups who are involved in crop diversification activities. The purpose of the assessment was to determine the groups' capacity to function as enterprises and to determine their specific training needs. The assessment included with the review of their financial records, leadership structures as well as their business skills. The BDA is working on the appropriate business skills training packages for these five women groups to commence their trainings in January 2016.

The five women groups assessed, each contributed an amount of US\$ 200 constituting about thirty percent for the purchase of irrigation water pumps which was the minimum of cost share required for PROSPER to cover the remaining seventy percent. These pumps have been delivered and trainings conducted on their operation and maintenance. The irrigation water pumps will be used for the production of vegetables during the dry season. This is the time of the year when vegetables are in demand and will provide more income.

Six high performance crop diversification groups (*one in Sanniquele (Baintowin) and five in Tappita (two each in Zuatuo & Old Yorpea, and one in Dialla)*) predominately women were identified for support into establishing new enterprises. The criteria for the identification and selection of these groups included that each group has a functioning leadership structure in place, the production of assorted vegetable crops for sale, a record keeping system, and the ability to contribute 30 percent of the cost of the small scale irrigation water pumps. The six groups had completed the payments of US \$200 each, with a total of US\$1,200 (30 percent of the total cost) toward the cost-sharing arrangement for six set of motorized irrigation pumps. The six set of pumps were procured by PROSPER and delivered to the women groups in the four communities. The purpose of the irrigation pump is to meet the groups' off season production need for irrigation to meet the high demand for vegetable during the dry season. Acquiring the machine allows the groups' to overcome irrigation constraint during the dry season vegetable production activities and reap the returns on investment in upgrading production practices using small scale irrigation. A total of 159 (125 female, 34 male) participants took part in the training on the use of the irrigation pumps. Topics covered during the training included the identification and naming of basic parts of the machine, operational procedures (tightening and removal of hoses, changing of engine oil and spark plug, the use of gasoline, starting the machine, and watering of crops). The trainer carried out practical demonstrations on the use of the pumps to test the machines and ensure that the machines were functioning properly. Additionally, a starter operation package was provided by PROSPER to each of the six groups including a wheelbarrow, gasoline, engine oil and spark plugs. It was also emphasized that the machines should be kept clean, oil is frequently change (once or twice monthly depending on the frequency of use), and the machines should be kept out of the reach of children and fire.

The Provision of technical assistance to the twenty four crop diversification small groups continued by ACDI/VOCA PROSPER staff during the quarter. The technical assistance included site selection, nursery preparation, and transplantation of pepper and bitter-ball seedlings for some crop diversification groups that are involved in the dry season vegetable production activities. The essence of good nursery

management is to produce healthy seedlings for transplantation in the field that will be supported during the dry season with the irrigation pump to water the crops as detailed above.

Moving forward, these mere social groups are now involved in viable agriculture economic related activities and are now investing their resources in upgrading practices in the right direction for sustainability.

IMPROVED MARKET INFORMATION

In FY15, PROSPER piloted the use of mobile phone technologies to provide market information to farmers. While there was no activity to report on during Q1., in Q1, PROSPER will continue to promote these technologies and link farmers with these mobile market information systems. PROSPER will work closely with other stakeholders (e.g. USAID SHOPS II, USDA LIFE III, USAID FED, GROW, LACRA, Smallholder Tree Crop Revitalization Support Project (World Bank), Smallholder Tree Crop Revitalization Support Project (IFAD), USAID LADA and USAID FIFES to set up the institutional framework to disseminate market information for cocoa and oil palm and will seek private sector support through sponsoring agreements for radio and SMS dissemination of market prices.

BUSH MEAT ALTERNATIVE

Major Achievements

Seven additional beehives colonized in five communities; three in Tappita and two in Buchanan

Lessons Learned

The pilot beekeeping that began in FY15 in five PROSPER communities continues to experience tremendous progress and increases in the colonization of the hives by the bees during the quarter. The communities are Doeyelay, Dialla and Korlay in Tappita, and Ben's Town and Bold Dollar in Buchanan. Seven additional beehives were colonized; four in Nimba and three in Grand Bassa during the quarter in addition to the six hives that were previously colonized. Initially in Grand Bassa, there were two communities (Bold Dollar & Ben's Town) that the hives were first introduced, however a spin-off occurred in two communities (Kaykay Town & Mandeh-Dou) in the Barconnie community where three hives were transferred from Ben's Town and they subsequently colonized. As of December 2015, a total of 13 beehives have been colonized out of the fifty hives that were given to farmers in the five communities. This colonization rate was anticipated due to the heavy rains during the rainy season which limits colonization as bees are less likely to relocate from one point to another. However, as the dry season began in October, the colonization process has increased. It is anticipated that with constant baiting of the hives that have not been colonized with bee wax and other bee feeding attractive food substances, the rest of the hives will be colonized before the end of the dry season in April 2016. Additionally, farmers have begun an expansion of making hives out of their own resources. A total of nine additional hives have been constructed; six in Nimba and three in Grand Bassa making a total of 59 hives.

In November, Universal Outreach Foundation (UOF) PROSPER grantee supporting the beekeeping activities, selected five PROSPER beekeepers and one ACDI/VOCA staff based on their performance in beekeeping to join other beekeepers that were selected from other counties to participate in seven days advance Beekeeping training in Ganta, Nimba County. The training was facilitated by three international trainers; two from Britain and one from Cameroon. The training was practical and interactive which included the use of local materials, such as empty rice bags used to sow bee harvesting suits, the use of bamboo instead of timber wood to make beehives, identification of queen bees in the colony, and honey harvesting and processing techniques. The cost of the training was underwritten by UOF which included feeding, lodging and transportation reimbursement for all the participants as part of UOF

capacity building program for beekeepers in Liberia. It is expected that the beekeepers would return to their various communities to pass on the skills learned from the training to their colleagues.

Strategic Adaptations

PROSPER will continue to work with UOF to continue to strengthen the existing groups with beekeeping management skills to be able to properly manage the hives to ensure that they generate incomes. In Q2, PROSPER will also identify and assess five new communities to increase the number of participants willing to get involve in beekeeping activities especially the youth who are potentials.

ALTERNATIVE CHARCOAL PRODUCTION

In December, ACDI/VOCA fielded charcoal consultant Roy Hagen to Liberia for 19 days to assess the feasibility of developing Sustainable Charcoal and Mangrove Fuel Wood Production enterprises in the Barconnie Community. If such enterprises were determined to be feasible, Mr. Hagen would also provide technical advice on governance and management approaches for a sustainable charcoal and mangrove fuel wood production system. However, if such enterprises were determined to *not* be feasible, Mr. Hagen would propose other technical and management solutions to reducing unsustainable exploitation of mangrove wood in the Barconnie Community that are more effective.

While in Liberia, Mr. Hagen met with senior PROSPER staffs and held separate meetings with some key stakeholders in the Natural resource management sector which included staffs of Forestry Development Authority (FDA), Environmental Protection Agency (EPA) and Forestry Training Institute(FTI). He could not hold debriefing meetings with authorities at the Forestry Development Authority (FDA) and the Community Forestry Working Group (CFWG) due to field travel engagements on the part of key technical staffs at FDA and some members of the CFWG.

For his field work in Barconnie, Mr. Hagen worked with one of PROSPER's staff, two students and a Lecturer from FTI who helped him to administer questionnaires in the field and subsequently held feedback session at the end of each day with the team. Mr. Hagen's report on key findings and recommendations will be completed in the beginning of Quarter 2.

ACTIVITY 3.3: WORK WITH STAKEHOLDERS TO PROVIDE FEEDBACK/SHARE LESSONS LEARNED IN BEST PRACTICES, WORKABLE APPROACHES, AND RECOMMENDED ACTIONS TO IMPROVE THE EFFECTIVENESS OF FORESTRY AND AGRICULTURAL ENTERPRISES

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

No deliverable due in FY16

Two (2) publications disseminated through the ACC and other technical committees **(Result)**

Major Achievements

PROSPER attended both the Cocoa Sector Technical Working Group and the ACC meetings in October. At the ACC, the USAID Food & Enterprise Development (FED) program made a power point presentation on the finding of rice production. PROSPER could not attend the ACC meeting in November due to senior staff travel engagements in the field, and in December the ACC meeting was cancelled by authorities at the Ministry of Agriculture due to the Christmas holiday.

ACTIVITY 3.4: ESTABLISH AND MONITOR COMMUNITY-BASED LOW IMPACT TIMBER HARVESTING IN COMMUNITY FORESTRY MANAGEMENT AREAS IN

LIBERIA TO DETERMINE BEST PRACTICES FOR MINIMUM ENVIRONMENTAL IMPACT AND MAXIMUM ECONOMIC BENEFITS FOR LOCAL COMMUNITIES

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

Report on proposed best practices for community-based low impact timber harvesting in Liberia made available to stakeholders (**Deliverable 18**)

Increased knowledge of community-based low impact timber harvesting in Liberia and recommendations made available to GOL decision makers regarding sustainable community based timber harvesting as an environmentally and economically viable activity (**Result**)

Major Achievements: No activities were planned or undertaken during the reporting period.

6.0 PERFORMANCE MANAGEMENT

In November 2012, USAID approved the Performance Management Plan (PMP) developed by Tetra Tech ARD for PROSPER. The PROSPER PMP is a tool used both for reporting to USAID and for internal project learning and adaptive management. During the Annual Work Planning for FY2016, the PMP was revised and submitted to USAID for approval. In December 2015, the PROSPER COR approved the revised PMP.

PROSPER's PMP, FY16 targets were established for all 18 Indicators. In November, an external M&E Expert (Erika Dunmire) returned to Liberia for an internal follow-up review of data quality, system collection processes and tools adapted to each indicator. Refresher training was provided to each field office with the needed tools to correctly track indicators.

Data was entered into USAID Liberia's on-line Performance Information Data System (PIDS) for USAID review and certification by the COR.

Following a TRAINET training in FY15, PROSPER has begun to record all trainings that are required by TRAINET.

ATTAINMENT OF TARGETS

PROSPER met or exceeded 9 of the 18 indicators for FY16Q1. (see Annex 3) Explanations detailing a 10% variance from the quarterly target is included in the report.

7.0 ANNEXES

ANNEX I: STAFF LIST (31 DEC 2015)

Full-time PROSPER Staff: Monrovia

	Last Name	First Name	Function	Subcontract Organization	Start Date
Technical					
1	Meadows	Paul	Chief of Party		6 Jan 2014
2	Cole	Eugene	Deputy Chief of Party		21 Jan 2013
3	Kweme	Dominic	Deputy Lead, Component 2		21 Jan 2013
4	Jackson	Nobeh	Deputy Lead, Component 1		01 Jun 2012
5	Johnson	T. Doe	Education Advisor	NAEAL	18 Jun 2012
7	Kweme	Dominic	Organizational Development Advisor	CJPS	01 Jun 2012
8	de Waard	Peter	Leader, Livelihoods & Enterprise Development Activities	ACDI/VOCA	18 Jun 2012
9	Akoi Forkpa	Laveto	Deputy LEDA	ACDI/VOCA	01 Feb 2014
10	Queejay	Marvelous	Senior Field Coordinator	ACDI/VOCA	01 Feb 2014
11	Dennis	Koko	Liaison Officer/Coordinator Cadre Staff	FDA	07 July 2012
12	Miller	Esthella	Gender Integration Officer		01 Jun 2012
13	Van Ross	Rechline	Monitoring and Evaluation Officer	CJPS	1 Feb 2015
14	Thompson	Daniel	Business Development Specialist		1 Apr 2015
15	Glaydor	Garnahweh	Monitoring and Evaluation Specialist		1 Sep 2015
Financial and Administrative					
16	Tarr	Vera	Office Manager		01 Jun 2012
17	Williams	Joshua	Finance Officer		01 Jun 2012
18	Mulbah	Henry	Assistant Finance Officer		01 Jun 2012

19	Wheigar	Sando	Procurement/Contracts Officer		02 Jul 2012
20	Sartee	Alvis	Administrative Operations Officer		10 Feb 2014
21	Dugbeh	Sam	Administrative/Finance Assistant		5 Dec 2012
Support Staff					
22	Saylee	Moses	Caretaker		01 Jun 2012
23	Johnson	Frederick	Head Driver		01 Jun 2012
24	Dukuly	Abraham	Driver		01 Jun 2012
25	Habah	John	Driver		01 Jun 2012
26	Weltee	Othello	Driver		08 Oct 2012
27	Boykai	Joel	Driver		01 Jun 2012
28	Goflee	Evelyn	Caretaker	CJPS	01 Oct 2013

Full-time PROSPER Staff: Sanniquellie Field Office (northern Nimba County)

	Last Name	First Name	Function	Subcontract Organization	Start Date
1	Vesselee	Martin	Forestry Officer/Head of Office		08 Oct 2012
2	Koffa	Benjamin	Field Office Administrator		1 Dec 2015
3	Kollie	Henry	Driver		02 Jan 2013
4	Paypay	William	Coordinator	NAEAL	
5	Mahn	Robert	Mobilizer – Zor	NAEAL	
6	Gomah	Marcus	Mobilizer - Sehyi	NAEAL	
7	Nyumah	John	Mobilizer - Gba	NAEAL	
8	Saye	Ruth	Coordinator	CJPS	

9	Sayekea	Ophelia	Mobilizer - Gba	CJPS	
10	Baimie	Chyrrei	Mobilizer - Sehyi	CJPS	
11	Deemie	Michael	Mobilizer - Zor	CJPS	
12	Dahn	Julius	Caretaker	CJPS	01 Oct 2013
13	Zonen	Leona	Field Facilitator - Sehi	ACDI/VOCA	
14	Kerkula	Thomas	Coordinator	ACDI/VOCA	
15	Mynen	Joe	Field Facilitator - Zor	ACDI/VOCA	
16	Zayzay	Joseph	Extension Officer - Sanniquellie	FDA	

Full-time PROSPER Staff: Tappita Field Office (southern Nimba County)

	Last Name	First Name	Function	Subcontract Organization	Start Date
1	Biah	D. Nuah	Forestry Officer/Head of Office		01 Jun 2012
2	Maximore	Gibson	Field Office Administrator		01 May 2014
3	Gant	Garretson	Driver		05 Nov 2012
4	Brisbane	Joseph	Coordinator – Tappita	NAEAL	
5	Sherman	Magdelene	Mobilizer - Gbear Gblor	NAEAL	
6	Dweh	Oliver	Mobilizer - Boe-Quilla	NAEAL	
7	Kabakollie	Isaac	Mobilizer - Kparblee	NAEAL	
8	Gayflor	Joseph	Mobilizer - Sehzueplay	NAEAL	
9	Younquoi	Viola	Coordinator	CJPS	
10	Coleman	Joseph	Mobilizer - Gbear Gblor	CJPS	
11	Seh	Bendu	Mobilizer - Sehzueplay	CJPS	
12	Yoko	Daniel	Mobilizer - Boe-Quilla	CJPS	

13	Sangar	Martin	Mobilizer - Kparblee	CJPS	
14	Gibson	Sam	Caretaker	CJPS	01 Oct 2013
15	Quaye	Sampson	Coordinator - Tappita	ACDI/VOCA	
16	Wehyie	Patrick	Field Facilitator - Boe-Quilla	ACDI/VOCA	
17	Kamara	Mcdonald	Field Facilitator - Kparblee	ACDI/VOCA	
18	Dwana	John	Argo Forestry Ranger - Tappita	FDA	

Full-time PROSPER Staff: Buchanan Field Office (Grand Bassa County)

	Last Name	First Name	Function	Subcontract Organization	Start Date
1	Gibson	Eugene	Forestry Officer/Head of Office		20 May 2013
2	Ville	James	Field Office Administrator		28 Aug 2012
3	Manobah	Folley	Driver		16 Oct 2012
4	Kenedy	Winifred	Coordinator	NAEAL	
5	Gorvego	Roland	Mobilizer District 4	NAEAL	
6	Bloh	Eric	Mobilizer - Barconnie	NAEAL	
7	Folley	Isaac	Coordinator	CJPS	
8	Josiah	Joe Benson	Mobilizer - District # 4	CJPS	
9	Robertston	Davids	Mobilizer - Barconnie		
10	Johnson	Rufus	Caretaker	CJPS	01 Oct 2013
11	Johnson	Nathaniel	Coordinator	ACDI/VOCA	
12	Newman	Kollie	Field Facilitator District #4	ACDI/VOCA	
13	Kpainay	Joseph	Regional Extension Officer, Grand Bassa County	FDA	
14	Johnson	Boima	Agro Forestry Ranger District # 4	FDA	

ANNEX 2: LIST OF REPORTS SUBMITTED

Title	Reference (Deliverable/Reporting Requirement)	Submission Date	Approved
FY16 Annual Work Plan & Budget	RR-1	October 8, 2015	November 9, 2015
Year 3 Annual Report	RR-8	November 6, 2015	With USAID - PENDING
Revised PMP	RR-3	October 8, 2015	December 3, 2015
FY16Q1 Quarterly Accruals Report	RR-7	December 18, 2015	NA
FY16Q1 Quarterly Financial Report	RR-6	January 22, 2016	NA
STTA Report -Litz - CF Management Planning	RR-12	January 19, 2016	NA
STTA Report - Bauer - FTI Applied Research Dev.	RR-12	December 31, 2015	NA
STTA Report - Aldinger - CFMA Instruments	RR-12	December 31, 2015	NA
STTA Report - Hagen - Sustainable Charcoal	RR-12	Under TTARD review	NA
STTA Report - Dunmire - M&E Consultant	RR-12	January 15, 2016	NA

ANNEX 3: PERFORMANCE INDICATOR TRACKING TABLE

Performance indicators and types	Explanation - +/- 10% of Quarterly Target	FY 2016 Target	2016 Q I Target	2016 QI Actual	2016 QI % Actual vs Target	FY 2016 % Actual vs Target
Intermediate Result I: Increased educational and institutional capacity to improve environmental awareness, NRM, biodiversity conservation, and environmental compliance						
I.1 Number of institutions with increased capacity to improve environmental awareness, NRM, biodiversity conservation, and environmental compliance – <i>Custom/Outcome</i>	Target Achieved. Annual Indicator	3	2	2	100%	66.7%
Sub Intermediate Result 1.2: Improved capacity of CSOs to design and conduct outreach campaigns to increase public awareness of natural resource and environmental management issues						
I.2.1: Number of CSO members involved in the design and conduct of outreach campaign activities that incorporate best practices – <i>Custom/Outcome</i>	Target Achieved	40	5	5	100%	25%
Sub Intermediate Result 1.3: Improved capacity of FTI to develop and deliver a community forestry curriculum						
I.3.1: Number of technical/vocational students trained in revised FTI curriculum incorporating community forestry elements – <i>Custom /Output</i>	The program target for quarter I is 30 technical/vocational students trained in revised FTI curriculum incorporating community forestry elements. We could not achieve the target in this quarter, because students on a semester system and the semester is still in session. This process will occur in FY16Q2	90	30	0	0%	0%
I.3.2: Number of individuals supported by program to conduct applied research at one or more of the program’s pilot sites – <i>Custom/Output</i>	PROSPER was successful in getting two STTAs to work with FTI students in charcoal and woodlot research to conduct applied research at one of the	15	5	8	160%	53.3%

Performance indicators and types	Explanation - +/- 10% of Quarterly Target	FY 2016 Target	2016 Q I Target	2016 QI Actual	2016 QI % Actual vs Target	FY 2016 % Actual vs Target
	PROSPER pilot sites. Targeting 5 students, we were able to get a total of 8 students involved in the applied research.					
Sub Intermediate Result 1.4: Improved capacity of civil society and community organizations to contribute to NRM, land and environmental policy development						
I.4.1: Number of policy briefings and presentations made to national leadership by forestry stakeholders regarding LTPR and forest resource protection and management – <i>Custom/Output</i>	For Quarter 1 FY16 we targeted 2 policy briefings and presentations made to national leadership by forestry stakeholders regarding LTPR and forest resource protection and management. We did not achieve our target due to the engagement and revision with the FDA, EPA and Community Forest Groups working with our team. However, policy briefings were made to Women NGOs Secretariat of Liberia (WONGOSOL)	4	2	1	50%	25%
I.4.2: Number of presentations at County Development Committee meetings by communities on policy-related issues – <i>Custom/Output</i>	Quarter 1 FY16 we targeted 3 presentations at County Development Committee meetings by communities on policy-related issues. This could not be achieved because the County Administration have complete oversight of meetings and sitting. In the absence of a County meeting JCFMB, CFMB, CAT or CFOC cannot make any	10	3	0	0%	0%

Performance indicators and types	Explanation - +/- 10% of Quarterly Target	FY 2016 Target	2016 Q I Target	2016 QI Actual	2016 QI % Actual vs Target	FY 2016 % Actual vs Target
	presentations. No meetings were convened by the county authorities. PROSPER anticipates these meetings to recommence in Q2.					
Intermediate Result 2: Improved community-based forest management leading to more sustainable practices and reduced threats to biodiversity in targeted communities						
4.8.1-26(a): Number of hectares in areas of biological significance under improved management as a result of USG assistance – <i>FACTS/Outcome (ref: 2.1)</i>	The Bleih Forest covers 629 hectares, and the Gba Forest covers 10,823 hectares. The Bleih and Zor Forests are adjacent to the East Nimba Nature Reserve, one of three Protected Areas in Liberia, and the Gba Forest is the Proposed West Nimba Protected Area. As such this is an Annual Indicator waiting on the CF Authorization process from FDA	10,823	-	-	0%	0%
Sub Intermediate Result 2.1: Increased community capacity for forest management						
4.8.1-26(b): Number of hectares under improved natural resource management as a result of USG assistance – <i>FACTS/Outcome (ref. 2.1.1)</i>	Annual Indicator	70K	-	-	0%	0%
2.1.2: Number of community members trained in the management of their community forestry areas (e.g., biomonitoring, permitting) – <i>Custom/Output</i>	The target for this indicator was set in the FY16 AWP approved by USAID. PROSPER has already over exceeded the proposed Life of the Project	40	10	0	0%	0%

Performance indicators and types	Explanation - +/- 10% of Quarterly Target	FY 2016 Target	2016 Q I Target	2016 QI Actual	2016 QI % Actual vs Target	FY 2016 % Actual vs Target
	(360). Currently, we have trained 565 community members in the management of their community forestry areas. The target for FY16 will be achieved in coming quarters.					
2.1.3: Number of community members who have applied conflict management skills to manage land conflict issues – <i>Custom/Outcome</i>	Data for this indicator is based on forms distributed to community members at the beginning of the quarter to be collected at the end of the quarter. This indicator was to be based on demarcation exercises, which were postponed by FDA until mid-December, affecting the indicator goal of 10 community members.	35	10	0	0%	0%
Sub Intermediate Result 2.2: Strengthened capacity of FDA, EPA and CSOs to support sustainable forest management						
2.2.1: Number of FDA, EPA, and partner CSO staff trained in the practical steps involved in developing community forestry management bodies and plans incorporating conservation, community, and commercial values – <i>Custom/Output</i>	The LOP of 70 was attained in FY15 (actual achieved is 108). While the goal of 3 was not met for Q1, it is anticipated that the annual target will be reached in the coming quarters.	10	3	0	0%	0%
Sub Intermediate Result 2.3: : Legal framework for community forestry and LTPR improved and simplified on the basis of recommendations from stakeholder consultations						
4.8.2-28: Number of policies, laws, agreements, or regulations promoting sustainable natural resource management and conservation that are implemented as a result of USG assistance – <i>Custom/Outcome(PROSPER 2.3.1)</i>	Through an STTA, work was done with Zor CFMB to develop and implement Forest Rules, Community Forest	8	1	2	200%	100%

Performance indicators and types	Explanation - +/- 10% of Quarterly Target	FY 2016 Target	2016 Q I Target	2016 QI Actual	2016 QI % Actual vs Target	FY 2016 % Actual vs Target
	Management Agreements and Forest Community Constitutions and By-laws.					
Sub Intermediate Result 2.4: Increased use of forest ecosystems data to support the design of community outreach materials and programs						
2.4.1: Number of outreach/awareness products (public reports, brochures, radio messages, documentaries, etc.) that incorporate data from monitoring of biodiversity and/or the carbon footprint of farming and forestry activities that have been disseminated – <i>Custom/Output</i>	Materials that were previously disseminated are still being reviewed and new materials were not developed in QI. Based on the review of these materials, new materials will be produced and distributed in the next 3 quarters.	5	2	0	0%	0%
Intermediate Result 3: Improved community-based livelihoods derived from sustainable forest and agricultural-based enterprises in targeted communities areas						
4.8.1- 6: Number of people with increased economic benefits derived from sustainable NRM and conservation activities as a result of USG assistance – <i>FtF/Outcome(PROSPER 3.1)</i>	FY16 targeted 30 persons with increased economic benefits, which was attained as planned. Six (6) additional new Crop Diversification Groups were identified (each group has approx. 20 individuals), each of whom purchased CPOP and CPG machines for use in Southern Nimba and Northern Nimba respectively, causing us to over exceed our target for this quarter.	100	30	156	520%	156%
Sub Intermediate Result 3.1: Increased number of sustainable agro/forest - based enterprises						

Performance indicators and types	Explanation - +/- 10% of Quarterly Target	FY 2016 Target	2016 Q I Target	2016 QI Actual	2016 QI % Actual vs Target	FY 2016 % Actual vs Target
3.1.1: Number of new agribusiness/forestry enterprises formed to support program-assisted value chains – <i>Custom / Outcome</i>	A target of 2 new groups to be added and trained was projected, but due to awareness and monetary returns, 6 new enterprises were established and paid for the CPOP and CPG machines in Southern Nimba (Big Gio Forest) and Northern Nimba.	7	2	6	300%	85.7%
Sub Intermediate Result 3.2: Reduced threats to biodiversity linked to livelihood activities						
4.5.2-7: Number of individuals who have received USG-supported short-term agricultural sector productivity training – <i>FACTS/Output (PROSPER 3.2.1)</i>	Though a target of 100 persons to be trained was set, based on the number of groups purchasing machines, 68 additional persons in Southern Nimba received training.	400	100	168	168%	42%
4.5.2-5: Number of farmers and others who have applied new technologies or management practices as a result of USG assistance – <i>FtF/Outcome(PROSPER 3.2.2)</i>	As a result of an internal assessment the M&E team in conjunction with Component 3 it was determined that farmers comprising farmer enterprises who had already been trained on Freedom Mill technology and who had paid to purchase freedom mills, should be counted. As such, data from previous quarters was considered in counting the FY16Q1 achievement to better reflect PROSPER's overall progress.	120	30	427	2846%	355.8%

Performance indicators and types	Explanation - +/- 10% of Quarterly Target	FY 2016 Target	2016 Q I Target	2016 QI Actual	2016 QI % Actual vs Target	FY 2016 % Actual vs Target
Sub Intermediate Result 3.3: Increased information available to stakeholders concerning best practices, to improve effectiveness of forestry and agricultural enterprises.						
3.3.1: Number of extension publications disseminated through the Agriculture Coordinating Committee and other national and local fora to interested stakeholders -- <i>Custom/Output</i>	No Achievement this quarter	2	0	0	0%	50%

ANNEX 4: WORKSHOPS, MEETINGS AND OTHER EVENTS ORGANIZED IN FY16Q1

#	Date	Title	Objective	Location/Community	CF Site
1	Nov. 10 - 13, 2015	Training on the usage of the EE Materials	To train MoE Teachers in PROSPER Site on the usage of the EE Curriculum(Indicator: 1.1)	Grand Bassa and Nimba Counties	Buchanan, and Tappita
2	Dec. 16- 22,2015	Lessons learned Workshop on the 3 rd Annual Outreach Campaign and an assessment of the 1 st and 2 nd outreach campaigns	To establish lessons learned on the 3 rd Annual Outreach and do an assessment of previous outreach activities in fulfillment of deliverables #5, 11 and 15 respectively. (Indicator 1.2.1)	Grand Bassa and Nimba Counties	Buchanan, and Sanniquellie
3	Dec. 14- 19,2015	Consultant STTA on Mangrove woodlots and possibilities of establishing community woodlots with fast growing trees for charcoal production	To study on sustainable charcoal and mangrove Fuel Wood Production in the Barconnie Community, Grand Bassa County	Grand Bassa County	Barconnie Community
4	Oct. 28,2015	WONGOSAL Presentation on PROSPER'S perspective; Women role on Community Forestry (CF)Management	To share PROSPER'S Perspective on women's role in community forestry (CF) management.	Monrovia	Monrovia
5	Nov. 30- Dec. 24,2015	Community Forest rules and guides lines for the Management of the Communities Forest, with guide Templates, Agreements, By-Laws, and Constitutions for community Forest areas.	To provide community rules and guides lines for community forest areas, with Templates, Agreements, By-laws and Constitutions to help guide CFMA's in their community forest activities (Indicator 4.8.2-28)	Across the three project sites	Field Activities
6	Oct. 1- Dec 31,2015	Vegetable Production Enterprises Establishment Using small scale Irrigation	To improve the livelihood of people with increased economic	Nimba County	Sanniquellie, and Tappita

			benefits derived from sustainable Forest and Agricultural based enterprises in targeted areas(Indicator 4.8.1-6)		
7	Oct. 1- Dec 31,2015	Vegetable Production Enterprises Establishment Using small scale Irrigation	To reduced treat to biodiversity linked to livelihood activities to support program assisted value chains (Indicator 3.1.1)	Nimba County	Tappita, and Sanniquellie
8	Nov. 28 – Dec. 3,2015	To delivered six sets of irrigation machine to small scale crops diversification Groups	To delivered and provide Operational and Maintenance training for each crops diversification groups	Nimba County	Sanniquellie, and Tappita sites

ANNEX 5: DELIVERABLES

During FY16Q1 the following deliverables were action items:

#	Deliverable	DUE	STATUS	COMMENTS
23	Report summarizing findings of review of formal primary school curriculum, adult literacy curriculum, and non-formal education materials, and identifying opportunities to integrate environmental themes	FY15 Q4	Submitted	Submitted to USAID on 29 Sept 2015. Approval Pending
9	Community Forestry Issuance Handbook including checklists produced and in use by the FDA Community Forestry Department to guide the due diligence processes in the issuance of new Community Forestry Management Agreements.	FY16 Q1	In Process	To be delivered in FY16Q2
12	Community Forest Management Handbook that outlines the development, registration, operations, and management of community forests is developed and made available to communities, FDA, civil society, Private sector actors, and other stakeholders.	FY16 Q1	In Process	This is currently being completed by STTA. To be delivered in FY16Q2
13a	Annual revision of Deliverable 13 - Biodiversity Monitoring Handbook for Community Forest Managers is revised/developed and available for communities and their partners	FY16 Q1	In Process	FFI is currently working in Sanniquellie to revise this deliverable. To be delivered in FY16Q2
16	Agriculture and Community Forest Enterprise Management Manual developed that provides overall guidance to individuals and organizations in the development of sustainable natural resource-based enterprises.	FY16 Q1	In Process	This deliverable is complete and has been submitted by ACDI to PROSPER and is under review. Final submission expected in FY16Q2.
17	Series of brochures, radio programs, community theater, and video products developed to support community-based forest product and agricultural enterprises in Liberia	FY16 Q1	In Process	Comp 1 & 3 are compiling the information for this deliverable. Materials are complete or nearing completion. Expected beginning of FY16Q2

ANNEX 6: SNAPSHOTS



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SNAPSHOT

Kpogblen Clan in Grand Bassa closes in on Authorized Community Forest Status



Photo 1: A community member paints a GPS marker along one of the many points of the proposed boundary.



Photo 2: Members of the Demarcation Team in District 4 work on identifying the community forest boundary.

Long before the upsurge in Liberia's concession forestry in the early 1980s, the people of Kpogblen Clan in Grand Bassa County, now referred to as District #4, relied on their forest for their livelihoods. With the lack of schools and basic social services, the forest was one of the only resources for the community; it provided farming, hunting, and non-timber forest products.

Decades later and with the emergence of various legal policies on resource governance, competing interests have set in. Land was taken away from the communities by various conflicting and questionable policies and practices. Forest Management Contracts were issued while Private Use Permits were sold for the same lands.

In 2012, USAID-Liberia/People Rules and Organizations supporting the Protection of Ecosystem Resources (PROSPER) began working with the people of District #4 toward their goal of legally identifying and managing their forest. In collaboration with the Forest Development Agency (FDA), PROSPER has worked with the community to go through the 9-step process mandated by the Community Rights Law (CRL) and its regulations, which allows a community to be a legally recognized Authorized Forest Community.

In July 2015, District #4, in collaboration with PROSPER, the FDA, and the Community Forest Working Group (CFWG), successfully completed the preliminary mapping of its forest, part of step 5 of the 9-Step process. The preliminary results of the exercise identified approximately 8,917 hectares for improved management. However, the demarcation is not yet finished. The community will now compare their mapping results with the FDA's Geospatial Information Office to determine if there are any competing claims for the same forest resources.

Kennedy Zolone, a member of the District #4 proposed Community Forest stated, "We did not demarcate our forest for only business reason, we also want to make sure that our forest continues to serve as a repository for biodiversity, wildlife, a site for ecotourism, and a bank we can rely on for poverty alleviation in our community".

Once demarcation is complete, USAID-Liberia/PROSPER will continue to help the community establish their Community Forest Management Agreement (CFMA), develop their Forest Management Plan (FMP) and provide support to put the management plan into action in a way that generates revenue, provides local employment, and establishes a system for delivering lasting ecological, economic and social benefits.

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SNAPSHOT

Beekeeping as Alternative Livelihood Income Reducing Threats to Biodiversity



Photo 1: Boye Diggs and his friend, Jacob Dahn, examine a beehive to check if it has been colonized by wild bees.

For the past few months, Boye Diggs has checked his beehive daily. In hopes of attracting honeybees, he has been trying a variety of bait to lure bees to his hive. Diggs (36 years) lives in Kakay Town, Barconnie community in Grand Bassa County. He is participating in a USAID-Liberia pilot program of People, Rules, and Organizations, Supporting the Protection of Ecosystem Resources (PROSPER). The PROSPER program works in close cooperation with the Forestry Development Authority (FDA) in Liberia to support the establishment of Authorized Forest Communities under the Community Rights Law. The Community Rights Law and its regulations enable communities to manage their own forest resources.

The beekeeping pilot program aims to provide alternative livelihood income for those who are involved in activities, such as bush meat hunting and charcoal making, which threaten the biodiversity of Community Forests. Diggs, a farmer and charcoal producer, has been trained on basic beekeeping practices and in the construction of a low cost beehive. In addition, an expert beekeeping trainer provides monthly technical support to new beekeepers like Diggs.



Photo 2: Diggs confirms colonization of his beehive.

Diggs is pleased to see that his hive has colonized. The bait has worked. He hopes to harvest his first honey in May 2016. When asked what he is going to do with his first honey earnings he says *"I will use the money to construct more hives so that I can increase my production and earn more."* Asked if he could see himself as a major beekeeper he answers *"Rice farming and charcoal production require hard labor and if income from honey replaces money I get from charcoal production, I will focus on beekeeping, using the money for food and other family expenses and maybe add cassava production since it does not require hard labor"*.

To date, USAID-Liberia, through the PROSPER project, has trained 104 beekeepers in Nimba and Grand Bassa County. Some of the trained beekeepers have moved on from the initial phase of the project and are now building additional hives to increase their honey production.

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U.S. Agency for International Development
Liberia Mission
502 Benson Street
Monrovia, Liberia