



USAID | **LIBERIA**
FROM THE AMERICAN PEOPLE

ANNUAL REPORT, FY2016

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



OCTOBER 2016

This publication was produced for review by the United States Agency for International Development. It was prepared by Tetra Tech ARD.

This report was prepared for the United States Agency for International Development, Contract No. AID-669-C-12-00004 People, Rules and Organizations Supporting the Protection of Ecosystem Resources (PROSPER) Project.

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Front Cover Photo: People, Rules and Organizations Supporting the Protection of Ecosystem Resources (PROSPER) GIS Specialist, Macdonald Dorbor (center) works with members of the joint demarcation team from Kparblee and Boe-Quilla communities in Southern Nimba County during demarcation of their shared Community Forest Boundary. **Photo Credit:** Paul Meadows, June 2016

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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)
COR	Contracting Officer's Representative
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 Technical 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

LTPR	Land Tenure and Property Rights
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
NGO	Nongovernmental Organization
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
REDD+	Reducing emissions from deforestation and forest degradation, and foster conservation, sustainable management of forests, and enhancement of forest carbon stocks
RFP	Request for Proposals
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
TM	Technical Manager
TSC	Timber Sale Contract
UNMIL	Nations Mission in Liberia
USAID	United States Agency for International Development
USFS	United States Forest Service
VPA-SU	Voluntary Partnership Agreement Support Unit

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.

September 30, 2016, marked the conclusion of the fourth full year of PROSPER program implementation. It was a year of great success regarding advancing the eight PROSPER pilot community forests, and many unique challenges were overcome.

In FY16Q1, PROSPER began its fourth year of program implementation, and arguably the most productive year of the program regarding developing community forest governing structures. Relations with the Forestry Development Authority (FDA) noticeably improved, with steady progress throughout the year developing and finalizing the 9-Step process to forming an Authorized Forest Community. Also during Q1, following a request from USAID, Tetra Tech ARD submitted a proposal to the mission that called for expanded outreach and awareness campaigns in three additional counties, where interest in the Community Forestry program is high. The expanded scope of work was also intended to facilitate capacity building of the Community Forestry Department staff at the Forestry Development Authority, through the appointment of a dedicated FDA Advisor, and the building of a core Community Forest (CF) technical team among FDA regional staff. The modification was approved in Q2, and the FDA Advisor arrived at the end of February 2016. In addition to the FDA Advisor, a Communications and Outreach Advisor was hired to oversee the expanded outreach and awareness.

PROSPER's extended outreach and awareness activities targeted communities in Sinoe, Gbarpolu, and Grand Gedeh, and included training of radio broadcasters in the respective counties and airing radio programs and dramas. PROSPER's Extended Outreach Coordinator made several follow-up trips to the counties to monitor progress of outreach and awareness activities. She continues to work with the radio stations to ensure the programs are correctly monitored and that the people in the communities are receiving the intended messages from the activities. While radio-stations were originally providing reports on air-times and call-ins, based on information learned from field visits, PROSPER will be deploying two site-coordinators to each of the three counties to provide for more comprehensive monitoring and to ensure programs are being aired as planned.

Throughout the year, PROSPER and the FDA worked closely together to continue demarcation exercises in all of the PROSPER sites. While it was anticipated that demarcation notices and Socioeconomic Reconnaissance (SER) survey results would be posted in April 2016, actual postings did not commence until the end of June 2016, to ensure all necessary government agencies and officials in the respective counties were properly informed before the process commenced. By the end of September 2016 all communities had progressed to the penultimate step of the process (Step 8 of 9), wherein they must form their CF governance institutions.

Of the 21 deliverables scheduled to be submitted during FY16, PROSPER submitted 14 (12 have been approved and two are pending approval by USAID). The remaining seven deliverables are either being completed by STTA or they were combined with other deliverable assessments scheduled in the last seven months of project implementation. Deliverables 13b, 13c & 13d are all revisions to the biomonitoring handbook that PROSPER has developed with stakeholders. Because of the deliverable, it is not feasible to complete three revisions in seven months, so 13b, c, & d will be combined into one final deliverable. A complete listing of deliverables due during FY16 can be seen in the attached Annex 5 - Deliverables.

This Annual Report is provided as a complement to the quarterly reports and includes the FY16Q4 data. It summarizes PROSPER's major achievements in FY16 by component and activity; and presents several of the important lessons learned during the first four years of the PROSPER project, and the principal strategic adjustments made on the basis of past experience.

FY 2016 HIGHLIGHTS

Component I: Education, Outreach, and Awareness

1. Formally delivered Primary Environmental Education (EE) Curriculum materials to MoE for rollout
2. Conducted curriculum implementation orientation for MoE and primary educators
3. Provided training for community mobilizers, which enabled them to effectively engage teachers in EE clubs, using lesson plans developed with the MoE
4. Facilitated the development and implementation of EE club programs and conducted a rapid assessment of club programs across the sites in Nimba and Grand Bassa Counties
5. Organized and conducted a daylong Education Review Workshop with the CDWG to review lessons learned, best practices, and to assess the EE curriculum development process
6. Analyzed the results of the Knowledge, Attitude and Behavior (KAB) end-line surveys for FY15 annual outreach campaigns
7. Conducted end-line KAB Survey for FY16 annual outreach campaign
8. Trained local theater groups in the effective delivery of community forestry messages using dramas, skits, traditional songs, and dance
9. Developed outreach materials to promote community members' understanding of the CRL and CRL Regulations
10. Launched the 4th Annual Community Forestry Outreach Campaign
11. Initiated community outreach on formation of CF governance institutions
12. Observation and assessment of implementing the Forestry Training Institute (FTI) curriculum, specifically focusing on the delivery of the CF curriculum. FY16 FTI roster included 105 students (77 male, 28 females) and 26 staff
13. FTI students participated in Site-based Research Activities and conducted applied research on timber and non-timber forest products in PROSPER zones
14. HOO and PROSPER field staff delivered lecture on the CF curriculum at FTI

15. Handbook on the nine steps, including checklists, produced and being used by the FDA's Community Forestry Department to guide the due diligence processes in issuing new Community Forestry Management Agreements

Component 2: Forest Management and Biodiversity

1. Supported the review, revision and implementation of CF Management Plans (CFMPs) of the Blei, Gba and Zor Community Forests
2. Supported the development and promotion of CF rules and permitting system
3. Supported the Gba, Zor, and Blei CFMBs to plan and conduct the general annual assembly meetings
4. Supported the Gba CFMB to re-clean the Gba CF boundary to prepare for zoning the CF
5. Supported the Participation of CFMBs at the Northern Nimba Biodiversity Stakeholders' Forum in Monrovia held on Dec 8, 2015, April 5, 2016 and July 5, 2016, respectively.
6. Provided training to CFMBs in financial policy and business management
7. Supported the biomonitoring program
8. Conducted capacity building coordination and cooperation with stakeholders and other donors
9. Developed templates for CFMP, CFMA, bylaws, and constitutions in collaboration with stakeholders
10. Supported FDA to develop boundary demarcation verification process
11. Provided support to the FDA to compile demarcation data and develop appropriate maps
12. Provided support to the FDA to design and post-demarcation and SER survey results
13. Supported the FDA to interpret/explain the proposed CF demarcation maps and validate/update the SER survey results
14. Development of Forest Inventory and Planning methodology
15. Presented three policy briefs developed in partnership with CSOs, in fulfilment of Deliverable 26c
16. Supported the FDA through the CRL Regulations harmonization process
17. Supported the Zor Forest Community address violations of the community's constitution and bylaws
18. Supported Capacity Building for Biomonitoring
19. Presented biomonitoring handbook to stakeholders
20. Supported communities to establish transects in the Gba CF for biomonitoring
21. Contributed to the development of a national strategy for biomonitoring and biodiversity Law Enforcement

Component 3: Livelihood and Enterprise Development

1. Developed, assessed, and launched CF outreach materials
2. Three agriculture training materials published
3. Kwakerdoe subcontract modified
4. Four Oil palm nurseries established in FY15 out-planted
5. Four new Oil palm nurseries established in FY16
6. Farmer-to-Farmer exchange visits conducted for new oil palm nursery groups
7. Community Forestry outreach materials developed and rolled out through PROSPER Component 3 groups
8. Scaled up cocoa rehabilitation activities and increased the number of participants
9. Wienio Liberia Limited and Cocoa farmers signed Memorandum of Understanding (MoU) to formalize cocoa demonstration
10. Five cocoa rehabilitation field days organized
11. PROSPER constructed four cocoa solar dryers and eight cocoa fermentation boxes
12. Nine new crop diversification groups identified and trained in farming as a business, crop diversification, and leadership

13. Six high performing crop diversification groups identified and supported for dry season vegetable production
14. All six crop diversification groups formalized as enterprises and received business training
15. More than \$1,357.50 USD generated from six crop diversification demonstration groups
16. PROSPER organized farmer-to-farmer exchange visits for farmers in Buchanan and Sanniquellie to Tappita
17. Provided technical assistance to 33 crop diversification groups
18. Universal Outreach Foundation (UOF) subcontract modified and organized five new beekeeping groups
19. Beekeepers and ACDI/VOCA staff attended advance beekeeping training. 5 males from existing beekeeping groups participated.
20. Extension support provided to FY15 and FY16 beekeeping groups
21. 55 hives colonized for both FY15 and FY16 groups
22. Six gallons of honey harvested from three hives
23. PROSPER attended eight of the nine meetings of the Agricultural Coordinating Committee (ACC), organized by the Ministry of Agriculture. PROSPER presented an overview of its livelihood activities to the ACC in September, and distributed three agriculture publications. The agriculture publication distributed included crop diversification training manual, oil palm nursery management, and guide to oil palm out-planting and maintenance.
24. PROSPER participated in all meetings of the Cocoa ACC Sub-Committee and in all Oil Palm ACC Sub-Committee meetings.

I.0 PROSPER SITES

The following map and matrices list the established and proposed community forests being supported under PROSPER.



	County	Town	Community	Ha (Approx)	Comments
1	Grand Bassa	Buchanan	Barconnie	611	Pilot Community
2	Grand Bassa	District 4	Kpogblean	14,911*	Pilot Community
3	Nimba	Tappita	Gblor	8,176	Pilot Community
4	Nimba	Tappita	Gbear/Gblor	8,911	Pilot Community
5	Nimba	Tappita	Kparblee	9,926	Pilot Community
6	Nimba	Tappita	Boe-Quilla	8,121	Pilot Community
7	Nimba	Tappita	Sehzuplay	9,385	Pilot Community
8	Nimba	Sannequellie	Sehyi	1,538	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

* District 4 – Kpogblean CF comprises two forest areas for a total size of 14,911 ha:

-Matro – 8,833 ha

-Kortro- 6,078 ha

The Kortro boundaries are within the LAC Concession boundaries and will not be included as part of the Kpogblean CF until the Kpogblean CFMB, once formalized, can negotiate with LAC.

2.0 MANAGEMENT ACTIVITIES

2.1 STAFFING

Personnel changes for FY16 affecting PROSPER included the following:

1. In November 2015, 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. In February 2016, the Deputy Lead for CF Management Activities (DLCFMA) unexpectedly resigned causing a ripple effect of vacancies.
 - a. Martin Vesselee became DLCFMA (he was the Head of Office in Sanniquellie)
 - b. William Paypay became HOO in Sanniquellie (he was NAEAL Coordinator)
 - c. NAEAL made appropriate arrangements to replace the Coordinator in Sanniquellie.
3. Also in February, one of PROSPER's two M&E Officers unexpectedly resigned to take a position with a new USAID contract.
4. Recruiting for staff was an ongoing challenge, as other USAID contracts were aggressively hiring. In 2015-2016, PROSPER replaced four staff members lost to other USAID projects.
5. The Technical Modification to the PROSPER contract added five new positions in FY16.
 - a. FDA Advisor (Peter Aldinger)
 - b. Communication and Outreach Coordinator (Vivian Gartayn)
 - c. Finance Assistant (Edward Paye)
 - d. Driver (2) (Francis Vanbo & Jallah Johnson)
6. In May 2016, the vacant M&E Supervisor position was filled by Harris Belleh.

2.2 SUBCONTRACT ADMINISTRATION

National Subcontractors

There were no significant administrative actions 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 – PCI Media's work with PROSPER was subsidized through the USAID STEWARD project. There was no work anticipated or performed by PCI Media in FY16.
- Rutgers University – No significant administrative changes. There was no work anticipated or performed by Rutgers University in FY16.
- ASNAPP – No significant administrative changes. There was no work anticipated or performed by ASNAPP in FY16.
- 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 CROSSCUTTING TECHNICAL ACTIVITIES

Performance Monitoring:

- The M&E team worked with L-MEP to complete the PROSPER data quality assessment (DQA). The DQA was approved by the Contracting Officer's Representative (COR) in December 2014. Recommendations were addressed throughout the year.
- The M&E team struggled with staffing at the start of the second quarter of FY15, with the departure of both the M&E Specialist and M&E Officer (MEO). A replacement MEO was found and started working in early February. Subsequent to his arrival, PROSPER attended a workshop at L-MEP to have the rest of the Technical Staff understand the Performance Indicator Database System (PIDS).
- The M&E Specialist position was only filled in Quarter 4 after a thorough assessment was done by the M&E STTA.
- In August, an M&E STTA in collaboration with the M&E team reviewed data quality regarding the accuracy in collection, processing, reporting, and recording for each PMP indicator. A follow-up visit will occur in FY16Q1.

Gender Integration:

Conducted gender forums at FTI

The PROSPER Gender Integration Officer (GIO), in collaboration with the FTI management, conducted six Gender Forums at FTI in Tubmanburg, Bomi County. The goal of the FTI gender forums is to promote social change and shape career goals within the forestry sector, motivating women and youth to step up to the challenges. The forums highlighted the significant roles of women and youth, and social inclusion within the forestry sector. The well-attended forums covered topics including; "The Role of FTI Graduates in Sustainable Forest Management in Liberia," "The Importance of Formal Education in Today's World," and "Denouncing Violence and Stepping Up to the Task of Nation Building." Various guest speakers including: FDA's Board Chair, Sister Mary-Laurene Brown; FDA's Deputy Managing Director for Operations, Darlington Tuagben; Deputy Minister of Labor, Mariah Yeakula; the Deputy Team Leader at the VPA-SU, Charles K. Miller; and Laveto Akoi Forkpa, Component I Lead at PROSPER, delivered presentations at the FTI forum. Speakers shared personal life experiences, and encouraged participants to take the profession seriously and step up to the task, as they were the middle level technicians needed to move the forestry sector forward in Liberia. The sessions attracted nearly 100 percent of the student population (male and female), administrators, and instructors for the March 2016 forum. Based on information received from FTI, during the 2015-2016 school year there were 119 students (90 males, 29 females) and 26 staff.

PROSPER Gender Forum at FTI Campus

	Students			Staff			Students + Staff
	Male	Female	Total	Male	Female	Total	
October, 2015	75	29	104	9	2	11	115
December, 2015	70	27	97	15	1	16	113
January, 2016	65	25	90	9	14	23	113
February, 2016	65	24	89	9	12	21	110
March, 2016	86	30	116	19	5	24	140
May, 2016	69	18	87	26	4	30	117
AVERAGE	72	26	97	15	6	21	118

Capacity development training for governance structures and local authorities

The GIO, with the PROSPER Livelihood technical team and the NAEAL developed a comprehensive Inclusive Group Facilitation Skills Training Manual used in PROSPER sites. Participants included local leaders, CPoPs, CPGs, and community observers. The trainings were designed to formally establish leadership structures of the individual women's groups and provide leadership skills, including team-building, effective communications, inclusion and exclusion, and an understanding of their roles and responsibilities. The Inclusive Group Facilitation Skills Training attracted 204 participants, disaggregated into 128 females and 75 males. Materials of the training were delivered in simple Liberian English and the predominant local language of the respective areas.

Facilitated the participation of women from respective project sites in International Women's Day celebrations

The PROSPER team provided support to and organized women from respective PROSPER sites to participate in the International Women's Day celebrations. The International Women's Day is celebrated around the world on March 8 to recognize women for their social, political, and economic achievements. It provides the opportunity to reflect on progress made, challenges women continue to face, and looks forward to new opportunities for change that will make the world a better place for women. 20 women, representing communities in USAID-PROSPER supported sites in Northern and Southern Nimba and Grand Bassa Counties, participated in the celebrations. They made presentations on their experiences in "Livelihood Options and Sustainable CF Management."

Collaborated with all technical teams to promote social inclusion

The GIO collaborated with the education and outreach team in highlighting the importance of women's participation in sustainable CF management in Southeastern and Western Liberia. In predominantly Muslim communities in Western Liberia, CF leaders admitted there was little women involvement in CF activities. However, they agreed to support including women on the ad hoc committees and all other CF related activities. In Southeastern Liberia, CF leaders called for more females from the FDA and partners in their communities. This will motivate other women to get involved in CF activities. Reinforcement of stereotypes against women will continue if more women are not seen on these teams. The GIO also worked with the team to design messages and illustrations for the 4th Annual Outreach Campaign that were sensitive to the needs and fears of each vulnerable group represented in the communities. This is reflected STTA report submitted to USAID.

The GIO supported the Community Forestry Management Activities team to facilitate the presentation of the SER and demarcation results in PROSPER sites. The objective of this exercise was to present results to the communities for provisions of update and corrections by community members themselves and explain the maps of the proposed CF. Female participants made meaningful contributions, including by providing names and locations of some towns omitted from the maps.

In Southern Nimba, because of human encroachment and other activities, corner stones that were planted in the gazette Big Gio Forest went missing, only the women could identify those corner stones in their original locations. This was indicative of how social inclusion needs to be considered in future activities

Gender stock taking under PROSPER

PROSPER's gender expert, Smita Malpani, developed a questionnaire used to interview each component lead. Skype conversations and email exchanges were also made. The objective of the exercise was to build on successes made with gender and social inclusion overtime and produce a report that could be used by partners and other forest actors in the sub-region. Consultations were held with the Gba

Community Assembly-CA during their annual meeting in Sehyikempa town, Nimba County. At the end of the exercise, a draft report was produced and will be submitted to USAID.

Activity to engage men, women and youth outside governance institutions in PROSPER sites

The USAID/PROSPER-Liberia project has used its gender integration plan as a working document to integrate gender across all three components of the project. In a recent evaluation by the USAID-Liberia Strategic Activity (LSA) project, it was determined that women and youth in the larger communities who are not part of governance institutions that PROSPER is working with were not fully aware of the community forestry activities going on in their respective communities.

To address this concern, the GIO worked with community mobilizers and the Buchanan field office to engage the larger community. PROSPER pilot tested 20 communities in both Barconnie and District 4 to determine the effectiveness of the exercise. 15 communities requested late evening meetings, while five called for early morning meetings, due to the intensity of farming activities at this time of the year. The posters depicting the nine steps and other outreach materials produced by PROSPER and talking points highlighting the importance of women's participation in CF management were used to facilitate these discussions. Women who benefited from leadership trainings, and those in governance institutions like the CFOCs, CDSGs, Community Awareness Teams (CATs) and Peace Committees, who are knowledgeable of the nine-step process, provided support to the GIO. Approximately 1,000 community dwellers, including elders, youth, women, local authorities, and children participated in these meetings.

Lesson Learned:

Success in working with community stipulated time for effective meetings

One of the strategies PROSPER proposed to use to address the LSA concern was to have community members themselves determine and allocate time for each meeting. This strategy proved very effective especially in the Barconnie fishing community. Community dwellers were in full attendance during all meetings and made meaningful contributions. They expressed appreciation to PROSPER for the new initiative and urged them to continue to work with the community for successful implementation of CF activities.

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 FDA and CSOs to increase public awareness of natural resources and environmental management issues; and support the FTI to develop and deliver a community forestry curriculum.

COMPONENT I ACTIVITIES

ACTIVITY 1.1: 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)

Assessed Deliverable 4 – Environmental curriculum materials developed and copies provided to the MoE for use in Liberian schools – in fulfilment of **(Deliverable 4a) Submitted/Approved**

Report on education review workshop conducted with CDWG that reviewed lessons learned, best practices, and assessed the development of formal and non-formal curricula. **(Deliverable 23) Submitted/ Approved**

Year 1 Education Review Workshop with the CDWG to review lessons learned, best practices, and to assess the development of formal and non-formal curricula **(Deliverable 24) Submitted/Approved**

Improved capacity of MoE & collaborators to include environmental themes in formal & non-formal primary school education **(Result)**

Increased environmental knowledge & awareness in students following the introduction of new curriculum components focused on environmental themes in primary & non-formal primary schools in Liberia, particularly in schools and near implementation sites **(Result)**

Major Achievements

Subcomponent Achievement Summary

- Formally delivered primary EE curriculum materials to MoE for rollout
- Conducted curriculum implementation orientation for MoE and primary educators

- Provided training for community mobilizers, which enabled them to engage teachers in EE clubs, using lesson plans developed with the MoE
- Facilitated the development and implementation of EE club programs
- Conducted a rapid assessment for each of the 15 club programs across the sites in Nimba and Grand Bassa Counties
- Organized and conducted a daylong Education Review Workshop with the CDWG to review lessons learned, best practices, and to assess the EE curriculum development process
- Engaged Other NRM actors with interest in EE

Formally delivered Primary EE Curriculum materials to MoE for rollout

Through the year, PROSPER held a series of coordination meetings with top officials of the MoE to ensure the effective rollout of the EE curriculum materials in schools, especially within the vicinities of PROSPER project sites. The key emphasis was to support the MoE deliver the EE curriculum materials.

In November 2015, an official handover ceremony of the EE curriculum materials was organized by USAID-PROSPER to highlight the significance of integrating environmental themes within the National Primary Curriculum. The handover program was attended by high profile guests and stakeholders in the education sector, including representatives of the Environmental Protection Agency (EPA), the 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 developing the initial drafts of the EE curriculum materials, and members of the Liberian media. The event was later relayed on print and online news media, including Front Page Africa, and several radio stations, such as the Liberian Broadcasting System (National Broadcaster), Reconnaissance Radio and TV (Truth FM and Real TV).

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 United States Government (USG) support to the forestry sector in Liberia.

Conducted curriculum implementation orientation for MoE and primary educators

In Quarter I, PROSPER provided training of trainers (TOTs) to MoE specialists from the department of Textbook Research and Curriculum Development. The training included the mastery of vital processes for integration of environmental themes with the National Primary Curriculum (NPC). This TOT strengthened the sense of ownership and relevance of the curriculum among the new crops of MoE top officials who were not aware of the collaborative EE curriculum development process.

Following the TOT, PROSPER supported the MoE in the conduct of orientation workshops with 50 public school staff members within PROSPER zones in Grand Bassa and Nimba Counties. Participants at the orientation workshops included County Education Officers (CEOs), District Education Officers (DEOs), and principals, female educators and classroom teachers drawn from each of the 15 selected primary schools across PROSPER sites. 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 designed alongside the booklets.

The MoE Deputy Minister for Instruction, Dr. Romelle Horton, also participated in one of the training workshops 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.

Through Quarters 2 and 3, PROSPER worked closely with the MoE Curriculum Division to further distribute the EE curriculum materials and supported public school teachers across the sites as they test the implementation of EE curriculum in all 15 schools.

Provided training for community mobilizers, which enabled them to effectively engage teachers in EE clubs, using lesson plans developed with the MoE

In Quarter 1, PROSPER provided training to all education and outreach field coordinators and community mobilizers on methods to effectively support rural teachers in state-run schools, and to organize and administer nature clubs in the counties of Grand Bassa and Nimba. Because of the training, the mobilizers promoted the EE curriculum by fostering extracurricular activities; encouraged girls with an interest in environmental issues to remain in school; and educated pupils about the importance of the environment, and the benefits of sustainable forest management. They worked closely with Teachers-in-charge (TICs) within the respective schools to achieve this.

Facilitated the development and implementation of EE club programs

PROSPER education and outreach field coordinators and community mobilizers directly supported the establishment of 15 nature clubs with at least 226 student members in Grand Bassa and Nimba Counties. Nearly half of all these members (49.5 percent) are girls, but girls dominate the clubs' leadership. This was largely attributed to the efforts made by PROSPER to educate girls on the importance of environmental issues, the benefits of staying in school, and the need to challenge traditional gender stereotypes in the classroom and in extracurricular activities. PROSPER directly supported the activities of nature clubs through community mobilizers' collaborative work with TICs, technical assistance, and gardening tools.

While most of the designed extra curricula activities were based on the EE curriculum, TICs and mobilizers showed initiative by outlining and scheduling outdoor activities that further educated club members about their natural environment. One of the key events held this year was the celebration of World Environment Day (WED 2016), which took place in early June. PROSPER collaborated with the EPA to support school administrators to organize three programs in Sanniquellie, Tappita, and Buchanan. These programs were intended to encourage students to participate in public events that promote environmental issues and to stimulate their interest in protecting the environment. The program, which attracted over 400 students, featured street parades, speeches, fine art, and quiz competitions. (See figure below)

World Environmental Day Celebration (June, 2016)	Actual		
	M	F	TOTAL
Buchanan Field Office	56	47	103
Tappita Field Office	0	0	0
Sanniquellie Field Office	97	61	158
ALL FIELD OFFICES	153	108	261

The TICs verbally reported that most of their students also part of the EE clubs participated more in class and showed an increased interest in the core subjects, especially science.

In collaboration with local public school teachers, PROSPER field coordinators and Community Mobilizers supported EE club programs; and conducted a rapid assessment of club programs across the sites in Nimba and Grand Bassa Counties

At the close of the school year in July, PROSPER contacted the TICs of EE clubs in the 15 MoE primary schools using the EE curriculum in Nimba and Grand Bassa Counties. This engagement was to help teachers reflect on their formal classes and implementation of the EE club programs, and to solicit suggestions on ways that the EE club programs could be improved.

The discussions during the assessments helped the PROSPER education team to further understand the opportunities and challenges associated with implementing the EE club programs. The TICs attributed the increase in pupil retention in class, especially the girls, to the value of the EE clubs. In most schools, the EE club activities are the only or most engaging extra curricula activities. Many of the TICs reported that hands-on outdoors activities, such as school gardening, are incredibly popular among students. They also called for the strengthening of inter- and intra- EE club competitions on environmental issues, which increase participating students' sensitivity regarding environmental issues.

By the close of school in July, the EE clubs had cultivated a combined area of approximately 7.5-hectares of vegetables, fruits, and tubers. These include cassava, pineapple, eddoes, plantain, and garden eggs. The clubs will harvest and share most of the produce from their gardens, but will also sell some and use the proceeds to buy a variety of seeds to plant over the next growing period. PROSPER provided an assortment of gardening tools to support the EE club gardening programs.

Organized and conducted a daylong Education Review Workshop with the CDWG to review lessons learned, best practices, and to assess the EE curriculum development process (Deliverable 24)

In Quarter 3, PROSPER worked with an Education and Curriculum Assessment Specialist to review lessons learned, best practices, and to assess developing the EE curriculum, in fulfillment of Deliverable 24. These assessments were carried out through consultations with various stakeholders, which culminated in a daylong workshop. The PROSPER education team and the consultant visited 12 public schools in the PROSPER project areas, and interviewed teachers about the effective delivery and efficacy of the EE curriculum. Stakeholders that participated in the workshop included members of the Curriculum Development Working Group (CDWG), the EPA, the Office of Liberia's Deputy Minister for Instruction, and a team from the MoE's Center of Excellence for Curriculum Development and Textbook Research.

Engaged Other NRM actors with interest in EE

During FY16, PROSPER engaged partners in NRM, including SCNL, CI, SAMFU, FFI and AML, and gauged their interest in supporting the MoE to rollout the EE curriculum. This was also done to encourage coordination of efforts of NRM partners that support similar clubs and/or activities

Lessons Learned

None to report.

Strategic Adaptations

None to report.

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)

Assessment of Deliverable 5 - Public outreach and awareness building approaches field tested with relevant GOL agencies, target communities, and other identified stakeholders along the themes of sustainable NRM, land tenure and property rights, environmental compliance, and community-based forest management. **(Deliverable 5a) To be completed FY17**

Assessment of Deliverable 6 - Public outreach and awareness building manuals developed and provided to relevant GOL agencies, target communities, and other identified stakeholders **(Deliverable 6a) To be completed in FY17**

Assessed Deliverable 11: Series of brochures, community theater and video products to educate the Liberian public in CF development, land tenure and rights, and environmental awareness – in fulfilment of **(Deliverable 11a) Submitted/Approved**

Assessed Deliverable 15: Series of brochures, radio programs, community theater, and video products developed to support community forest management in Liberia – in fulfilment of **(Deliverable 15a) Submitted/Approved**

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 regarding land tenure, property rights, protection and management of forest resources **(Result)**

Major Achievements

Subcomponent Achievement Summary

- Analyzed the results of the KAB end-line surveys for FY15 annual outreach campaigns
- Conducted end-line KAB Survey for FY16 annual outreach campaign
- Conducted Lessons-Learned Workshops
- Trained local theater groups in the effective delivery of community forestry messages using dramas, skits, traditional songs, and dance
- Developed outreach materials to promote community members' understanding of the CRL and CRL Regulations
- Launched the 4th Annual Community Forestry Outreach Campaign
- Field teams supported CF leaders plan and implement activities on the rollout of the 4th Annual Outreach Campaign across PROSPER zones in Nimba, and Grand Bassa Counties
- Rollout of the 4th Annual Outreach Campaign at the community level
- Initiated community outreach on formation of community forest governance institutions

Extended Awareness – Southeastern and Western Liberia

- Conducted Town Hall Meetings at the extended sites in collaboration with FDA
- Conducted Site Visits to applicant communities at the extended sites in collaboration with FDA
- Engaged communities through community radio programs

Media Engagement During the Year

- Supported community forestry outreach using targeted radio-messages and radio-drama through community radio
- Supported the implementation and monitoring of radio programs

- With the Public Affairs Department of the FDA, PROSPER developed and implemented training for community radio broadcasters and national-level media partners

Analyzed the results of the KAB end-line surveys for FY15 annual outreach campaigns

Following the KAB surveys carried out in September FY15 by PROSPER, in collaboration with the Community Forestry Working Group (CFWG) and the 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 comprise 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 KAB survey reports, which are available from the project office 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 was also 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 informed the planning and subsequent implementation of the 4th Annual CF Outreach campaign in Q2 of FY16.

Conducted end-line KAB Survey for FY16 annual outreach campaign

At the close of the 4th Annual CF Outreach campaign implemented in FY16, an end-line KABs survey was conducted in PROSPER communities to gauge the impacts on the populace. Since some of the staff of the individual CFWG member institutions had been changed over the years, PROSPER organized and conducted refresher training in survey enumeration skills for the team before proceeding with the survey. This added to the capacity building efforts provided to CSOs engaged in CF activities in Liberia. The field enumeration structure of the survey remained the same as in previous surveys. Results of this survey will be analyzed in FY17 and reported in the assessment of Deliverables 11 and 15, in fulfillment of Deliverables 11b and 15b.

Conducted lessons-learned workshops

As part of the assessment of the PROSPER communications Deliverables 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, has developed a series of campaign messages, a range of public outreach and awareness approaches; and 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 from the FDA, EPA, CFWG, CF leaders and forest user groups on the efficacy of the products created and the effectiveness of the three campaigns.

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

At the end of the 4th Annual CF Outreach campaign, conducted through September FY16, the PROSPER communications team again conducted a series of lessons-learned workshops in Tappita, Sanniquellie and Buchanan, in collaboration with FDA and the CFWG. This is under the active refinement process of the phased approach being used in PROSPER's outreach communication strategy, and as part of the final assessment of the outreach communications strategy, in fulfillment of Deliverables 5a, 6a, 11b and 15b. A lessons-learned report will be produced alongside these Deliverables in FY17.

Trained local theater groups in the effective delivery of community forestry messages using dramas, skits, traditional songs, and dance

In mid-February, PROSPER trained two theater troupes from the Gba and Zor communities, and provided them with materials to support their performances. This was in response to requests submitted by the Gba, Zor, and Blei CFMBs for support in the promotion of new forest rules and permitting systems, which PROSPER helped to develop. The training included how to develop and effectively convey messages through dramas, skits, traditional songs, and dance. The rollout of the rules and permits outreach coincided at its later stages with and complemented the 4th Annual Outreach Campaign in these two communities. The outreach on the permitting system covered 36 towns in the Gba and Zor CF communities.

In late March, PROSPER contracted the Liberia Crusaders for Peace (LCP), which developed dramas and skits with theater troupes in Southern Nimba and Grand Bassa, to educate communities about CFMAs and forest governance bodies. Following the training, the theater troupes played a major role in the 4th Annual Outreach Campaign on Community Forestry at the community level.

Developed outreach materials to promote community members' understanding of the CRL and CRL Regulations

To prepare for the launch and rollout of the 4th Annual Community Forestry Outreach Campaign, PROSPER, in collaboration with the FDA and CFWG, developed and produced many outreach materials to promote understanding of the CRL and CRL Regulations, and sustainable forest management. These included:

- Copies of the CRL
- Copies of the CRL Regulations
- Illustrated materials explaining the process of how forest governance bodies are created
- Flyers on the rules and permitting systems, for the more mature sites
- Illustrated posters explaining the difference between sustainable and unsustainable harvesting of forest products
- Posters explaining the nine-step process that must be followed to attain Authorized Forest Community status
- Illustrated materials explaining the effects of unregulated hunting
- Illustrated posters indicating some of the protected animals in Liberia
- Illustrated materials explaining the effects of unregulated chainsaw logging
- 10 core messages relating to the CRL and sustainable forest management, printed on colored T-shirts
- Calendars showcasing Liberia's biodiversity and protected wildlife
- Many colored caps printed with the campaign's message

These materials were widely distributed to launch participants. Over 300 persons received an assortment of materials, which were used to educate communities.

Launched the 4th Annual Community Forestry Outreach Campaign

On March 30, the 4th Annual Community Forestry Outreach Campaign was launched at the Monrovia Christian Fellowship Center in Sinkor, Monrovia – “Making Community Forest Rights Real.” The main objective of the campaign is to make communities aware of their rights and obligations under the CRL and CRL Regulations; but it is also to build the capacity of local and national institutions to design and conduct outreach campaigns to promote sustainable forest management.

Over 350 people attended the launch event, 125 more than expected. This can be attributed to the success of the prelaunch awareness program, which included the placement of panelists from the FDA and CFWG on two popular breakfast radio broadcasts – the Super Morning Show (Liberia Broadcasting System (LBS)) and the Truth Breakfast Show (Truth FM), on April 28 and 29, respectively. Also, with the support of the CFWG, the PROSPER communication team developed and placed five (5) articles in local newspapers that promoted the campaign and explained its objectives. Representatives from forest

dependent communities arrived from Nimba, Grand Bassa, Maryland, Grand Gedeh, River Gee, Sinoe, Grand Cape Mount, Bomi and Gbarpolu counties. Also in attendance were representatives from USAID, SCNL, VPA-SU, SAMFU, SADs, FFI, CI, Forest Income for Environmental Sustainability (FIFES), the World Bank, various CSOs, the Chinese Embassy, FTI, UL, Stella Maris Polytechnic, EPA, Ministry of Internal Affairs (MIA), MoE, MoL, and the Liberian legislature. Mr. Neto Z. Lighe, the Minister of Labor, and one of the FDA’s Board of Directors, delivered the keynote address.



Liberia Crusaders for Peace perform a drama at the 4th Annual Outreach

Key features of the launch ceremony included speeches by community representatives and dignitaries, performing the campaign theme song and biodiversity song, and a dramatization of the 9-Steps to Authorized Forest Community status.

In the days following the campaign launch, at least four (4) local newspapers wrote articles covering the event.



Hon. Harrison S. Karnwea, Sr. addresses launch participants.



Liberian Crusaders for Peace performing at the 4th Annual Outreach.

Field teams supported CF leaders plan and implement activities on the rollout of the 4th Annual Outreach Campaign across PROSPER zones in Nimba, and Grand Bassa Counties

Prior to the launching of the annual CF outreach campaign, community mobilizers, field coordinators, and FDA cadre staff provided guidance to CF leaders in Nimba and Grand Bassa Counties in planning their village-to-village outreach campaign. This exercise helped community members to be better prepared for the national launch of the annual outreach campaign, and represented a significant part of PROSPER's capacity development support to CF leaders. Key areas of support to CF leaders and outreach taskforces covered preparation of programs, issuing of invitations, scheduling of activities, logistical planning, and mobilization of local leaders and communities for outreach activities.

Rollout of the 4th Annual Outreach Campaign at the community level

The community-level rollout of the 4th Annual Outreach Campaign commenced immediately after the launching ceremony in Monrovia and continued actively through the end of June. Driven by CF leaders, the exercise covered 36 towns and villages in PROSPER zones in northern Nimba, 54 towns in Southern Nimba, and 39 towns and villages in Grand Bassa County.

The village-to-village outreach campaign targeted local leaders, authorities at the county level, and youth, women and forest user groups. Theater troupes trained and equipped by PROSPER performed skits on the CRL and CRL Regulations, while members of the outreach taskforce promoted outreach messages, and distributed illustrative materials and booklets of the CRL and CRL Regulations to community residents. At the beginning of each rollout activity, CF leaders in PROSPER zones organized formal programs in central locations, and invited local chiefs and representatives from adjacent towns to participate. These mini-events served as platforms through which CF leaders communicated outreach messages to target audiences.

From July to September, community mobilizers, in collaboration with CATs, continued the village-to-village outreach and awareness activities in multiple communities across the sites. CATs are semi-structured CF groups that regularly receive capacity-building support to lead outreach activities in their constituencies.

In northern Nimba, PROSPER supported the Gba and Zor CFMBs to promote awareness about their rules and permitting systems. The rules and permitting system awareness exercise was carried out at the same time as the rollout of the 4th Annual Outreach Campaign. The campaign was supported by the FDA, the CFWG, and PROSPER's community mobilizers and field coordinators.

Initiated community outreach on formation of CF Governance Institutions

Community outreach to support the formation of CF governance structures in the eight pilots commenced in September and is expected to span the first half of Q1 of FY17. The PROSPER communications team provided orientation for CMs and field coordinators on the effective use of a simple guide on how to form CF governance structures. Following the orientation, the CMs and field coordinators also trained CF leaders across the sites, using a learning-by-doing approach to enable the CF leaders to use the materials during outreaches in their constituencies.

The simple guide on how to form CF governance structures is a user-friendly illustrative booklet adapted for use by CF leaders. As supporting material for Component 2, the guide was conceptualized and designed based on provisions of the CRL Regulations.

Extended Awareness – Southeastern and Western Liberia

Since March FY16, PROSPER has been engaged with forest dependent communities and their representatives through outreach and awareness activities in Southeast and Western Liberia. To initiate

these engagements PROSPER, in collaboration with FDA, held introductory meetings with an array of stakeholders at the headquarters of Sinoe, Grand Gedeh and Gbarpolu counties, respectively. From then on, the engagements took the format of town hall meetings, site visits, and radio programs.

Conducted Town Hall Meetings at the extended sites in collaboration with FDA

Three town hall meetings were held in March in Zwedru, Greenville and Bopolu, which stimulated debate and allowed PROSPER staff to gather information about the level of knowledge communities had about the community forestry program.

Based upon what was learned during the first series of town hall meetings, PROSPER and the FDA designed presentations, which were tailored to address many of the outstanding issues and concerns raised by members of forest dependent communities. The presentations included the following headings: Community Forestry in Liberia – Overview, Options and Opportunities; Making Community Forestry Rights Real; Understanding Basic CF Principles; Community Rights and Responsibilities; Becoming an Authorized Forest Community; and the nine-step process. 198 representatives from applicant communities attended the second series of town hall meetings held in Zwedru, Greenville, and Bopolu. So far, 10 of 12 applicant communities in Grand Gedeh; 12 of 24 in Sinoe; and 11 of 14 in Gbarpolu were represented at the town hall meeting.

Conducted Site Visits to applicant communities at the extended sites in collaboration with FDA

Site visits were also used to engage with communities. During the site visits, specific interests and concerns of applicant communities, which could not be discussed in detail during regular outreach activities, were addressed. Throughout these visits, PROSPER worked closely with FDA and engaged with many forest dependent communities across the targeted counties. Messages focused upon 9-Steps, the CRL and CRL Regulations, and the importance of gender and social inclusion. 763 forest dependents were engaged on CF issues during these site visits. (535 males/228 females)

Engaged communities through community radio programs

Community radio programming has been a key pillar to PROSPER's strategy to raise awareness among community members about the CF program. Three community radio stations were contracted in the extended sites to broadcast the messages and the Tukloh drama, together with a live interactive talk show: Smile FM (Grand Gedeh), Liberty Broadcasting Service (Sinoe), and the Voice of Kpo (Gbarpolu). Several messages based on the Community Rights Law of 2009 were developed and translated into Simple English and local languages, which are prominent in target counties: Kpelle, Grebo, Gola, Vai, Kru, Krahn, and Bassa. A monologue on the nine-step process to acquire an Authorized Forest Community status was also developed and translated, in addition to the 42-episode drama *Serial* (Tukloh), which was reproduced for broadcast in the extended sites. Unfortunately, the contract with the Voice of Kpo was cancelled in August due to their failure to adhere to terms of the contract. Radio Bomi, whose coverage reaches parts of Gbarpolu and Grand Cape Mount, was immediately contracted to continue the service. At the close of the year, PROSPER was also in the process of contracting the national broadcaster – the LBS – to broadcast the Tukloh drama.

Media Engagement During the Year

As part of its outreach program to support the FDA, PROSPER had many messages broadcast on national and local radio stations to raise awareness and educate the public on community forestry issues.

Supported community forestry outreach using targeted radio-messages and radio-drama through community radio

In FY16, PROSPER worked with community radio stations in Grand Bassa, Nimba, Grand Gedeh, Sinoe and Gbarpolu Counties and produced several radio programs. These community radio stations include: Radio Nimba, in Sanniquellie, which reaches approximately 90 percent of the Gba community; Kahn Voice of Peace in Kahnplay, which covers all of the Zor Community; the Voice of Tappita, which covers Tappita and surrounding villages; Radio Gbehzohn, which reaches all of the Barconnie community; and Radio Wee, which covers a significant portion of District 4 in Grand Bassa County. In the extended counties, PROSPER worked with Smile FM (Grand Gedeh), Liberty Broadcasting Service (Sinoe), and the Voice of Kpo (Gbarpolu). Voice of Kpo was replaced with Radio Bomi due to performance issues.

PROSPER and PCI Media Impact, STEWARD's communication partner, concluded production and airing of the 42-episode of radio-drama *Serial* in December 2015. The PROSPER communications team reformatted and sequenced the drama *Serial* and had it broadcast on community radio stations in all PROSPER sites, including the extended counties.

Also, PROSPER produced three core messages using extracts from provisions in the CRL and the CRL Regulations. The messages supported radio outreach in the extended areas and to boost public understanding of the CRL and CRL Regulations in PROSPER zones. To further build awareness on the nine-step process, a monologue was also produced. Each message was studio mixed with the "Make Rights Real" theme song, in one-minute slots for radio broadcast. The messages were recorded in simple Liberian English and local Liberian languages (Krahn, Kru, Grebo, Bassa, Kpelle, Gola, and Vai), and were distributed to community radio stations in the areas where the extended outreach is being conducted, and in existing PROSPER zones.

In northern Nimba, PROSPER facilitated the development of messages to explain the new forest rules and permitting systems in the Gba and Zor communities, which were broadcast over 14 days on Radio Nimba. Broadcasts focused on explaining the new system of rules and permitting, its benefit, and the consequences of non-compliance. Broadcasts were conducted in simple Liberian English.

Supported the implementation and monitoring of radio programs

The PROSPER field teams supported the radio producers to mobilize guests for the interactive phone-in segment of the programs. In the extended areas in the southeast and Western Liberia, the PROSPER Communications and Outreach Coordinator has been engaged with the radio producers, helping them to mobilize guests for the interactive sessions of the radio programs. FDA staff members at the national-level were hosted via phone link from Monrovia, which has helped to effectively address some debates and concerns emanating from town hall meetings held in the extended areas. To further stimulate public participation, the PROSPER communication team developed a questionnaire focused on the CRL and forest management issues. Listeners are given prizes, such as T-shirts, CRL booklets, and phone recharge cards, when they call in during interactive sessions and correctly answer questions.

While the radio dramas and messages have been aired, PROSPER field staff have conducted periodic monitoring to ensure consistency of broadcast, the timely airing of prerecorded messages, and the effective presentation of the interactive live phone-in segment of the drama. In the areas in which the extended outreach in the southeast and west of Liberia is being conducted, PROSPER requested civil society organizations such as SAMFU and SCNL, who are members of the CFWG, to support the monitoring of the radio programs.

A tool was developed and is being used to monitor radio programs by tracking which audiences listen to the program, where they are located, and other indicators, such as gender and age. This monitoring tool also captures the audiences' concerns as they relate to discussion and the content of the drama. Radio presenters were also mentored to use the monitoring tool when they participated in the radio producer training.

With the Public Affairs Department of the FDA, PROSPER developed and implemented training for community radio broadcasters and national-level media partners

The PROSPER communication and outreach team with the Public Affairs Department (PAD) of the FDA, developed and produced media training for 16 radio producers in early May, 2016. The training built the capacity of local radio producers and presenters to moderate discussions emanating from airing the 42-episode radio-drama *Serial*, and similar panel discussions. Topics covered include ‘Understanding the mandate and functions of the FDA,’ ‘USAID’s support to community forestry in Liberia,’ and ‘Guides for effective radio presentations.’

Six community radio producers came from three community radio stations in Southeastern and Western Liberia, while the other 10 were drawn from community radio stations in PROSPER zones. Two staff members from each radio station were trained to ensure that they could complement each other.

Lessons Learned

Monitoring and managing contracts in remote areas of Liberia without a physical presence in the area is very difficult. Future contract awards should require that program staff be able to routinely monitor and manage the contract.

Strategic Adaptations

Managing contracts in remote areas, such as the Voice of Kpo radio contract, requires personnel to be on-site and available to monitor progress. The extended outreach modification to the PROSPER contract had initially planned to be staffed throughout the country in order to monitor these types of contracts. In this example, Radio Kpo was a very small station and the only station in Gbarpolu County. It was not able to keep the station on air as needed by PROSPER, but this was only able to be known after conducting the first site visit. Once it was learned they were not able to perform their contractual obligations, it was necessary to consider radio stations outside of Gbarpolu, but with a similar reach to the audiences. Because of the lack of monitoring ability in the remote areas, PROSPER will place Community Coordinators from NAEAL and CJPS to ensure the messages are going out as needed.

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

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

Second revision of Community Forestry curriculum (with teacher training guide) available for use at FTI, including short courses for communities and their partners in community-based forestry management; land tenure and property rights (LTPR); biodiversity threats assessments and biomonitoring protocols; and developing enterprises based on sustainable use of forest resources **(Deliverable 8b) No substantive change, except for additional applied research materials uploaded to the FTI website**

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

Major Achievements

Subcomponent Achievement Summary

- Observation and assessment of implementing the FTI curriculum, specifically focusing on the delivery of the CF curriculum
- FTI student participation in site-based Research Activities

- FTI students conducted applied research on timber and non-timber forest products in PROSPER zones
- HOO and PROSPER field staff delivered lecture on the CF curriculum

Observation and assessment of implementing the FTI curriculum, specifically focusing on the delivery of the CF curriculum

PROSPER, in close collaboration with FTI faculty, had previously designed and delivered a community forestry curriculum in FY14 (Deliverable 8), which was later revised in FY15 (Deliverable 8a). The PROSPER Education and Outreach Assistant worked closely with the FTI faculty and administration and established a schedule for the conduct of in-class observation on the delivery of the CF curriculum. Consistent with work, PROSPER commenced periodic observations and assessments of the delivery of the CF curriculum twice a week, to ensure effective delivery. This schedule was implemented successfully and updated over the two terms that the community forestry curriculum was taught. A formal evaluation of the students on the delivery of the curriculum was conducted by the PROSPER M&E team.

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, and provided the trainees with an opportunity to conduct applied research.

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 met Dr. Bauer, his six students, and one of the FTI faculty members in the field. They spent a half-day exchanging information, including findings from the field, 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 research questions relating to community forestry. The students finalized their work with Dr. Bauer by writing up their findings. The FTI database and website was updated accordingly. The outputs from the field research were uploaded to the FTI canvas digital learning platform at: <https://canvas.instructure.com/courses/851452>

FTI students conducted applied research on timber and non-timber forest products in PROSPER zones

In early July, 21 graduating senior students of FTI (14 males, 7 females) conducted applied research on timber and non-timber forest products in seven of the eight proposed community forests supported by USAID-PROSPER in Nimba and Grand Bassa Counties. The research was designed to build students capabilities in applied research, which contributed to their course grades. It provided a platform for the students to translate and apply their academic skills in a practical field exercise, and to gain experience working with communities engaged in forest management. PROSPER conducted a full day of training, led by the DCOP, to orient the students on the research methodology and basic protocols on community entry.

Findings of the research were presented at the end of July at the conference facility of the FDA to an audience comprising the Deputy Managing Director for Operations of FDA, and the Technical Managers for the Community, Commercial and Conservation departments at the FDA. Other members of the audience for the FTI students' presentations included the COR for USAID-PROSPER, the PROSPER COP, the FIFES DCOP, and an array of FTI students and faculty members.

HOO and PROSPER field staff delivered lecture on the CF curriculum

At the close of Q2, PROSPER conducted a lecture at the FTI in Tubmanburg, followed by an interactive discussion. The exercise provided community leaders and people involved in community forestry an opportunity to share their experiences with FTI students. Over 150 students and staff, representatives of the FDA, and community people participated. Eugene Gibson, PROSPER's head of office in Buchanan, delivered a lecture on the topic, "Community Forestry in Practice – USAID-PROSPER and Community Experience." Saye Thompson, the Chairman of the Joint Forest Management of the Blei CF explained how CF activities are practically implemented, based upon his experience in northern Nimba. Nancy Gongbay, a representative of enterprise development groups in Southern Nimba, explained the value of sustainable forest management. Mrs. Gongbay discussed ways to grow and sustain livelihoods through enterprise development, and argued that community forestry can succeed if community members accept new ideas and practices, which will provide them income and reduce their dependence on the forest.

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, using both the local and scientific names. They could further serve as an important resource for the supervision of forest inventories.

Strategic Adaptations

The initial logic for the training of the students was to start 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 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 issuing 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

Subcomponent Achievement Summary

- Handbook on the nine steps, including checklists, produced and being used by the FDA's Community Forestry Department to guide the due diligence processes in issuing new Community Forestry Management Agreements

Handbook on the Nine Steps, including checklists, produced and being used by the FDA's Community Forestry Department to guide the due diligence processes in issuing new Community Forestry Management Agreements

After the production of an initial draft, the Nine Steps Handbook was submitted to the Technical Manager of the Community Forestry Department for review and comment. Comments and recommendations were then incorporated, and the Nine Steps Handbook resubmitted to the Technical Manager for further review. There were numerous iterations of this process before it was submitted to USAID and was approved as Deliverable 9. After incorporating comments by USAID, the handbook was subjected to further peer review within FDA, the World Bank and VPA, and tested in the field beyond PROSPER sites. Feedback from stakeholders was then considered and incorporated, before the Nine Steps Handbook was resubmitted to USAID, and approved as Deliverable 9a.

The FDA is already using the Nine Steps Handbook to plan, specifically regarding informing the forthcoming Liberia Forest Sector Project (LFSP), which is being funded by the Government of Norway and overseen by the World Bank. Additionally, the Nine Steps Handbook will support forthcoming trainings, which USAID-PROSPER intends to conduct in the proceeding months.

As the nine-step process is further developed, the handbook will be updated, to ensure that all changes are accurately reflected. This is essential for the institutionalization of the nine-step process, and is also a contractual requirement – Deliverable 9b foresees the handbook being updated as the nine steps are further developed.

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 informed by stakeholder experience.

COMPONENT 2 ACTIVITIES

ACTIVITY 2.1: BUILD COMMUNITY CAPACITY FOR FOREST MANAGEMENT

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

Community Forest Management Handbook that outlines the development, registration, operations, and management of community forests is developed and made available and its revision **(Deliverables I2 and I2a)**

Use of Community Forest Management Plans leads to increased community capacity to manage their natural resources and interact with outside actors more equitably to support their interests **(Result)**

Increased capacity of CFMBs in target sites to manage land and resource conflicts between communities, with GOL and other stakeholders, leading to a reduction in open access to natural resources, increased community oversight of natural resource use, better environmental law compliance, protection of biodiversity, and promotion of best practices **(Result)**

Major Achievements

Subcomponent Achievement Summary – Northern Nimba Sites:

- Supported the review, revision and implementation of CFMPs of the Blei, Gba and Zor Community Forests
- Supported the development and promotion of CF rules and permitting system
- Supported the Gba, Zor, and Blei CFMBs to plan and conduct the general annual assembly meetings
- Supported the Gba CFMB to re-clean the Gba CF boundary to prepare 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
- Supported the biomonitoring program

Subcomponent Summary Activities Achieved – All CF pilot Sites:

- General capacity strengthening for effective GPS use
- Supported the FDA to develop standards to Ground-Truth Demarcation data
- Supported the demarcation and mapping of eight (8) proposed community forests
- Supported the FDA to re-clean the BGF external boundaries
- Supported the CF governance bodies to participate in County-level forums
- Provided support to the FDA and Community to post-demarcation and SER survey results
- Supported the FDA to present the demarcation and SER survey results
- Consulted with CI/partners on the potential for piloting Conservation Agreements in the Barconnie communities
- Exchange visit from the GolaMA project Community

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

Supported the review, revision and implementation of CFMPs of the Blei, Gba and Zor Community Forests

Through FY16, PROSPER worked with the community forests in Northern Nimba (Blei, Zor, and Gba) to revise and implement their forest management plans. The Zor and the Blei management plans were approved in 2011 while the Gba management plan was still considered a draft. Under the CRL (Reg. Chapter 8, Section 2), PROSPER provided support to the respective CFMBs to review and revise their CFMPs. Prior to the revision of the CFMPs PROSPER support the FDA to develop a template that sets out the minimum standards and information that must be captured in a management plan. The PROSPER Project Manager, Vaneska Litz, led the revision of developing the CFMP template and the revision of the CFMPs of the respective forest bodies, through an STTA spread over three visits.

Litz led the review and finalization of the Blei, Gba and Zor CFMPs with their respective Community Forest Management Bodies (CFMBs) and Executive Committees (ECs), conducted over different visits in the year. During the review sessions, it was realized that implementation of the CFMPs was difficult due to personnel turnover within the governing bodies, which led to a loss of institutional memory. Literacy challenges and large CF guidance documents proved difficult for many individuals to adequately comprehend. It underscored the need identified by PROSPER for developing simple templates that could be easily understood and used by CFMBs. The consultant proposed a simplified template that focused on management activities and used less legal jargon.

The CFMPs of the Blei, Gba and Zor were all reviewed and revised, facilitated by PROSPER. Each of the CFMPs was submitted by the CFMBs to the FDA for approval. They have yet to be approved. Meanwhile, PROSPER supported the CFMBs to implement forest management activities geared toward capacity building, securing their forest boundaries, and protecting their forest resources from unchecked exploitation.

Supported the development and promotion of CF rules and permitting system

The review and update of the CF rules and permit systems for the Blei, Gba and Zor communities was led by the PROSPER Project Manager with support from the PROSPER forest management team, and in collaboration with the respective CFMBs and ECs. The review revealed that outside of PROSPER supported activities, communities had done little to develop and promote rules to govern the use of their forest resources. The Project Manager proposed a template that provides both guidelines and draft language that can be used by CFMBs and the FDA (or other organizations providing technical assistance) to develop their rules. The Blei, Gba, and Zor CFMBs finalized their rules with the Community

Assembly, which were approved by the EC. The rules were passed on to the FDA for final review and record, and the CA established an action plan for the rules' implementation.

The Project Manager also worked with the respective CFMBs and ECs to define a process to strengthen the permitting system. The permitting system was introduced in the Blei, Gba, and Zor community forests primarily to control access and use by non-community members using the communities' forestlands. This has since evolved into a forest user registration system. Each of the CAs put in place and implemented a road map that initiated the registration of most forest users to date. The road map started with consultations and awareness sessions with local administrations and local authorities. Persons using forest resources in the Gba CF were given a three-month grace period to get registered once registration started, while those using forest resources in the Blei and Zor CF were given a one-month grace period, to ensure that all such persons were given sufficient time to adapt to the new situation.

To help the CFMBs and ECs educate people in the area about the changes to how forest resources can be accessed, PROSPER hired a professional theater group that supported them with messaging, dramatization, songs, etc. Drama teams were trained and supported to contact the general populace in the Sanniquellie area. Radio programming and town hall meetings were also used to teach people about the new rules and permitting system. PROSPER supported each of the CFMBs to design and print their permits, registration logs, and monitoring tools. The Sanniquellie field team provided continuous support to the Blei, Gba, and Zor CFMBs to carry out their outreach and awareness campaign, to teach local residents about the new rules and permitting systems.

Supported the Gba, Zor, and Blei CFMBs to plan and conduct the general annual assembly meetings

The Sanniquellie field team, with support from the Deputy Lead for Forest Management Activities, worked closely with the leadership of the Blei, Gba, and Zor CF governance institutions to organize and conduct their Annual General Assembly meetings as required by Chapter 3, Section 9 of the CRL Regulations. The meetings were conducted on separate dates in the third week of August.

The Zor General Community Assembly meeting was held on 17th August 2016 with the full participation of all 36 CA members. Representatives from the local authority were also in attendance, including the District Commissioner and the Statutory Superintendent of the area. The total was 50: 19 females and 31 males.

The Blei General Community Assembly meeting was held on 18th August 2016 with full participation of the Joint assembly membership from Gba and Zor communities. The Blei CF is managed by both communities in a joint arrangement. 37 CA members participated, of which 31 were males and 6 were females. Representatives from the County Administration were also in attendance.

Finally, the General Community Assembly meeting of the Gba was held on 19th August 2016 with full participation of all 44 CA members, representing the 22 towns in the Gba Clan. Other key stakeholders were in attendance, including the District Commissioner. The total was 53 – 29 males and 24 females.

During these General Community Assembly meetings, members ratified their updated rules and permitting systems, and adopted their CFMPs.

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

The Sanniquellie field team, with support from the PROSPER GIS Specialist, provided refresher training for the Gba CFMB and CFGs in using the mapping tools. The training was carried out to prepare for retracing and re-cleaning forest boundaries, to identify encroachment by competing land-users. The training was done in two phases. The first was an in-class training, which equipped the CFMB and CFG in the general approach to conduct forest demarcation, the effective use of GPS units and hand-held

compasses, and use of data sheets to record waypoints. The second was to assist CFGs to practically apply their classroom knowledge in the field, through a program of demonstration and mentoring.

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

Through the year, PROSPER facilitated the attendance of representatives from the Zor, Gba and Blei CFs to the quarterly Northern Nimba Biodiversity Stakeholders Forum. Three meetings were held, one of which was hosted by PROSPER in Monrovia. At least six participants, including three women, were represented in each forum. Stakeholders – including the three CF communities, Arcelor Mittal Liberia, FFI, CI and FDA – presented reports on their specific activities in the northern Nimba landscape, which focused on coordinating activities and support to community initiatives. The meetings were held on December 8, 2015; April 5 and July 5, 2016, respectively. Following each meeting, the PROSPER Sanniquellie team supported the CFs to implement action points specific to the management of their respective forest.

Provided training to CFMBs in financial policy and business management

The Business Development Advisor (BDA) continued business management training for CFMBs. The trainings were delivered to enhance the business planning and management capacities of these groups. As part of this, CFMBs were mentored on how to develop and implement effective financial policies, and were encouraged to develop business proposals. To achieve this, attendees of the training identified and agreed upon clear roles and responsibilities, based on their respective CF bylaws. Further training focused on proposal writing skills, and the effective use of funds, in line with the approved financial policy.

Supported the biomonitoring program

Beginning in May, and running throughout June, Flora and Fauna International – the USAID-PROSPER subcontractor – provided biomonitoring training to the Gba, Blei and Zor CF leadership, and other relevant stakeholders. The 18 community leaders were drawn from the three CFMBs, ECs, and CFG. One member of the FDA cadre and three staff members from PROSPER's implementing partners also benefited from the training. The training culminated in the establishment of biomonitoring transects across the Gba CF.

All CF Sites

General capacity strengthening for effective GPS use

In January, the Tetra Tech home office Geospatial Expert worked with the PROSPER team on an STTA and reviewed the demarcation data from all sites. She identified various inconsistencies in the data recorded relating to GPS settings. Once this was rectified, the PROSPER GIS Specialist provided training to the FDA cadre and project staff on how to use GPS devices, with an emphasis on settings consistency in data collection and recording. This included walking through all the CF boundaries and verifying that all coordinates had been accurately recorded. Over the months following, the PROSPER GIS Specialist, with remote guidance from the Geospatial Expert, continued to provide mentorship to GPS users and GIS support to all of the field teams. This contributed to the successful conduct and conclusion of the validation exercises at PROSPER pilot sites.

Supported the FDA to develop standards to Ground-Truth Demarcation data

Following the development of a methodology for preliminary demarcation and to ground-truth demarcation data, PROSPER supported a team composed of FDA GIS and Remote Sensing Division, FDA CF Department, and PROSPER's technical team to pilot the process in the proposed Sehji community forest. Consistent with the CRL and the CRL Regulations, the CF demarcation verification

exercise was led by the FDA, and supported by PROSPER. Key community members, and representatives from Land Commission (LC) and 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 Beniqhyee creek was the only prominent natural feature partially along the demarcation line. Additional waypoints were collected to correct deviations and/ or to prepare the basis for dispute resolution if they arise. Findings were presented to the FDA and standards for several parameters, such as demarcation team size, mean perimeter distance to be covered per day by a standard team, etc., were passed on to FDA for their consideration.

Supported the demarcation and mapping of eight (8) proposed community forests

Following the establishment of demarcation and ground-truth methodology, PROSPER collaborated with FDA to work with communities to implement and refine the methodology. All eight of the PROSPER pilot communities were demarcated and mapped. As the effort proceeded through Q2-Q3, several conflicts relating to land-uses were resolved or mitigated.

Sehyi proposed CF

PROSPER supported the FDA to ground-truth the claimed area in the Sehyi forest called the Delton Forest. A meeting of stakeholders was organized on March 22 in which they addressed some issues related to farms established within and around the proposed CF boundary line. The farmers agreed to discontinue their activities at the close of the 2016 harvest season, and the Sehyi community – led by the Sannequellie Mah District Commissioner – committed to enforcing this. Each of the farmers concerned signed a resolution to this effect.

With the renewed confidence in the community forestry process, the community stakeholders expanded their proposed community forest to an adjacent parcel of forest, called Konnenton forest. With approval of the proposed extension by the FDA, PROSPER worked with a joint team comprising FDA, community members, and project staff and conducted the demarcation of the area of forest resources.

Barconnie proposed CF

The proposed Barconnie-Harmondsville community forest is represented by four parcels of forest – the Paye, Varyacon, Kokpeh, and Donnie. The preliminary demarcation showed that the claimed forest areas totaled 251 hectares, posing a challenge to effective collective management due to the small size. The PROSPER team brought this to the attention of the community. Upon realization that the small size of the four parcels of forest could pose management challenges, the community embarked on a program of peer sensitization among the participating towns. Once they secured commitment to expand each of the component parcels, they invited the FDA and PROSPER field team to support them in the demarcation of the expanded areas.

Starting in early April, the FDA-PROSPER team worked with the communities and validated the data collected in the Donnie, Kokpeh, Paye, and Varyacon forests. The provisional total forest size is now 611 hectares.

The Kokpeh, which is also called the Yewe forest, is found in upper Harmondsville. The validation team was curious why only white paint was used on boundary markers and not in combination with the red-flare paint. The community guides informed the team it is taboo to use red cloth, paint or any kind of red marker in the forest. They explained that since the days of their ancestors nothing red could be

taken into or associated with their forest, not even sacrifices. Fortunately, the field team made all enquiries surrounding cultural norms before commencing any fieldwork.

District #4 – Kortro and Martro proposed CFs

After it was discovered that the Kortro proposed community forest overlapped with the LAC (Liberia Agricultural Company), the FDA, accompanied by PROSPER, approached the District Representative, Mr. Robertson Siaway. After being briefed, Rep. Siaway met with the LAC General Manager, whereupon both parties agreed to confirm LAC's boundaries by collecting accurate geospatial information, so the Kortro data could be superimposed on a reliable national concession cadaster. Though LAC does not have the authority to cede land to the community, as the local concessionaire it is best placed to work with the appropriate government agencies to resolve any dispute.

Validation of demarcation data for both the Kortro and Martro forests was conducted. Geo-referencing data was again collected on the entire perimeter of each of the forests by the field teams, including FDA, community members, and PROSPER field staff. The joint FDA-PROSPER validation team from Monrovia provided support to the field teams in the data validation exercise. The preliminary data was good, though there were gaps. However, the missing data was collected through the validation exercise. In some cases, data was not collected because field teams believed that natural boundaries, such as streams, would be visible using satellite imagery, so did not collect waypoints – in most instance, this turned out not to be the case. Data collection and the ground-truth exercise were concluded and a map produced.

Tappita – Big Gio Forest (BGF) and Gblor

The initial ground-truthing exercise in the BGF showed that the demarcation teams deviated from the provisionally established internal boundaries, which had been identified by the Sehzeplay, Boe-Quilla, and Kparblee and Gbear-Gblor communities in 2013. There was also a dispute between Kparblee and Boe-Quilla Districts/Clans regarding the boundary line passing through Yeteepaa, a town within the BGF that traditionally falls within Boe-Quilla. To address these issues, the PROSPER team organized a large meeting with the community leaders, county representatives, the Statutory District Superintendents, Paramount Chiefs, and CFOCs from all of the proposed CFs. After a full day of discussion, the parties agreed to – mostly – maintain their provisional internal boundaries established in 2013. A slight modification was made between Gbear-Gblor and Kparblee, while a major change was made between Boe-Quilla and Kparblee in the northern section of the BGF. All participants agreed to these changes, after which a resolution was drafted, finalized by the Statutory Superintendent of Tappita and was ultimately signed by all parties from each of the four BGF communities. To support the agreement, county-level stakeholders and leaders from Kparblee and Boe-Quilla visited the disputed areas and confirmed the new physical boundaries together.

The FDA, PROSPER project staff, and communities worked closely to validate the internal boundaries of the BGF. The strategy, wherein joint teams comprising community members sharing a common boundary were put together, worked well. In addition to those required for technical work and labor, an elder from each of the communities sharing a boundary was present in each joint team.

Since the demarcation of the internal BGF boundaries depended largely on the use of the GPS tracking function, special training was provided for all demarcation teams, including community members. New GPS units with more reliable tracking functions were procured. Distances to be covered by each joint team were accurately measured and, based on the forest types and terrain, daily indices were also calculated. This greatly improved the efficiency of the team throughout the demarcation exercise. The demarcation exercise for all internal boundaries of the BGF was completed during the quarter, and all of the data validated.

Supported the FDA to re-clean the BGF external boundaries

During Q4, PROSPER provided support to the FDA and communities of the BGF to re-clean the external boundaries of the forest. This was to validate those boundaries so communities can more confidently make land use plans. As the exercise progressed, many communities realized there had been encroachment on the BGF external boundaries, and that the cornerstones established by FDA did not conform to the geospatial data on record.

To resolve this, the FDA provided communities with the opportunity to self-define their external boundaries, as they will be the primary managers of the resulting CFs. Individual communities decided on the extent of the adjustments they wanted to make to their external boundaries, based on deviations they observed from identified cornerstones, the level of intrusion by private individuals, and the reality of extensive degradation in some areas. The resulting buffer prescribed by each community mostly ran parallel to the original external boundaries already done with communities. This exercise is scheduled to conclude in Q1 of FY17.

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, are scheduled to be held at least once per quarter. Even though these meetings became rare because of the Ebola epidemic, PROSPER continued to work with CF governance institutions to prepare reports and presentations. These are kept in the CF records. Through the year, a few CDSC meetings were held in Grand Bassa and Nimba Counties. Community Forestry Organizing Committees (CFOCs) and CFMBs were supported to attend.

Provided support to the FDA and Community to post-demarcation and SER survey results

Under the Community Rights Law of 2009 regarding Forest Lands (CRL), and Chapter 2, Section 10 of the Regulations to the Community Rights Law of 2009 regarding Forest Lands (CRL Regulations), PROSPER supported the FDA to post-demarcation and SER survey results in all pilot communities in Nimba and Grand Bassa Counties. The results remained posted for 30 days, as required by law.

To ensure that the wider community and adjacent communities knew of the results posted, excerpts of the result were carried in public service announcements, directing community members to where they could access additional information. The public service announcements and town crier announcements went on for 30 days, coinciding with posting results. Community members were also informed that they could contact their local leadership and FDA if they had disputes.

Supported the FDA to present the demarcation and SER survey results

PROSPER worked closely with FDA to present the demarcation and Socioeconomic and Resource Reconnaissance Survey results. This was done to explain the maps, SER survey results, and the accompanying FDA letter to the leadership, to ensure that community members were not confused by complex information, which might otherwise have led to the submission of objections. During these meetings, community members could ask a wide range of questions, which gave the opportunity for FDA to provide clarification.

Consulted with CI/partners on the potential for piloting Conservation Agreements in the Barconnie communities

Throughout the year, PROSPER continued to explore the feasibility of introducing Conservation Agreements into CF areas. 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 conducted feasibility studies, capacity building,

and awareness raising activities in the community. It emerged that SCNL is only working in a handful of the towns that constitute the Barconnie community, meaning they do not cover all the towns in contact with the PROSPER program.

On February 18, PROSPER field staff attended the signing ceremony of a Conservation Agreement, which focused on the coastal belt and sea turtle conservation, between four towns/villages (Sarwien, Blewein, Bleedy, and Newcess) in Barconnie community and CI/SNCL. More communities may be included if CI/SNCL determine that the agreement is achieving its objectives.

Exchange visit from the GolaMA Community

The USAID-PROSPER supported CF pilot communities in Sanniquellie and Tappita areas hosted community members, including local leaders, from the SCNL-supported GolaMA project based in Gbarpolu County. These visits were organized in two batches of about 18 people each, in the third week of March and first week of April. The purpose of the cross-site study tour was to ensure that the communities and SCNL project staff understand how developing an Authorized Forest Community evolves, the role played by the community members themselves, and accompanying challenges. They also exchanged ideas on how to handle community members who deviate from their common vision to manage their forests.

The GolaMA community members and the SCNL staff were taken to some of the livelihood project sites around the Gba, Zor, and BGF communities. They also were hosted by the respective CFMBs and CFOCs.

In May, The SCNL GolaMa project invited community members from both Tappita and Sanniquellie area and the PROSPER Head of Office in Sanniquellie to pay a visit to their communities. The PROSPER contingent met many more GolaMa community members, and presented and explained the nine steps to Authorized Forest Community status. They exchanged a lot of experiences, challenges, and lessons.

LESSONS LEARNED

Participatory demarcation as a tool to prevent or manage forest land conflict

In FY16, PROSPER supported the FDA to work with the BGF communities to resolve internal boundary issues as the FDA divide up the National Forest among them. Among the provisions of the resolutions put together by the communities, they agreed to work with joint teams comprising community members sharing each common boundary. This was strictly adhered to by PROSPER and FDA in the demarcation exercise that followed. In addition to those required for technical work and labor, an elder from each of the communities sharing a boundary was present in each joint team.

The scenario, wherein national forests or forests of other gazettement category will be divided among various communities, might not be common in other community forest. However, when it does occur, the joint demarcation team approach provides the opportunity for real-time field verification and consensus building. It also helps to dispel any future accusation of interfering with the process to benefit one party over another.

The Nimba-GolaMa Community Exchange visits

At the end of the exchange visits made by the people of Normor and Kongba Districts, Gbarpolu County, from the SCNL-supported GolaMA project, and by people from the USAID PROSPER supported pilots in Nimba County, each group shared their experiences through various debriefs held by PROSPER and SCNL at separate occasions.

The Nimba communities were extremely pleased and excited that they were able to host their peers, giving them the opportunity to share experiences and show hospitality to their own indigenes. For some time now, they have regularly hosted guests from the USAID, World Bank, the European Union, FDA, etc. This time the feeling of mutuality and sense of responsibility was completely different, as they realize the awesome task of having something unique to share with the rest of the country. They realized that the set of challenges faced by the people of Normor and Kongba Districts to manage their forest was somehow similar, but the intensities were different. For example, artisanal diamond and gold mining was far more prevalent in the Normor and Kongba than in Nimba, while cross-border illegal hunting and farming was a more serious problem in Nimba.

The people of Normor and Kongba Districts were completely overwhelmed by the level of organization that had emerged in these pilot CFs, and their capacity to host them. This helped them extremely when it was their turn to host a smaller number of a contingent from Nimba. They realized that the CFMA verification process itself takes a long time for valid reasons, and therefore a patient process. In this regard, they resolved to reach out to their constituents to cooperate better with the SCNL project team to realize a smooth process. In Northern Nimba, their visit coincided with the time Sehyi was struggling to handle the encroachment of farms into the proposed community forest area. They observed the reality of the challenge that it is not possible to bring everyone on board at the same time. However, after talking to some of the farmers implicated, they were pleased to note the consultative process through which they were approached on the matter resulting in their agreement to discontinue farming in those areas after their harvest.

In Nimba, the Normor and Kongba District Local Authorities observed the roles played by their counterparts and were greatly encouraged. They realized that their functions in supporting their citizens in forest matters will not be redundant but guided by the Community Rights Law and its implementing regulations. The major lessons from this visit are that proposed community forests are not devoid of existing threats, even from its proponents; conflicts in land uses can be resolved amicably; community forestry is not far removed from indigenous forest management, where timber is not always the priority forest product; and local authorities still have crucial roles to play, especially moral support.

STRATEGIC ADAPTATIONS

None to report.

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 CFMB in target sites to manage land and resource conflicts between communities, with GOL and other stakeholders leading to a reduction in open access to natural resources, increased community oversight of natural resource use, better environmental law compliance, protection of biodiversity, and promotion of best practices **(Result)**

Increased number of communities outside implementation sites that request support to establish CFMB **(Result)**

Major Achievements

Subcomponent Achievement Summary

- Enhanced coordination with FDA
- Conducted capacity building coordination and cooperation with stakeholders and other donors
- Developed templates for CFMP, CFMA, Bylaws and constitutions in collaboration with stakeholders
- Supported FDA to develop boundary demarcation verification process
- Provided support to the FDA to compile demarcation data and develop maps
- Provided support to the FDA to design and post-demarcation and SER survey results
- Supported the FDA to interpret/explain the proposed CF demarcation maps and validate/update the SER survey results
- Development of Forest Inventory and Planning methodology

Despite the delay of the demarcation process by the FDA in 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-Step process to achieve Authorized Forest Community status.

Enhanced coordination with FDA

During the year, PROSPER had coordination meetings with the FDA to improve communication. Meetings were held to address the issues surrounding the order issued by the FDA Managing Director to halt activities 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 for review and feedback. The Deputy Managing Director of Operations (DMDO), Hon. Darlington Tuagben, provided authorization to continue work on the 9-Step process, and work has continued smoothly since.

Following USAID's approval of the Annual Work Plan, PROSPER presented the plan to the FDA. The CF Department already knew of the plan, as departmental staff attended the work planning and contributed to its development. FDA staff provided suggestions on approaches that could enhance effectiveness of some activities. These were noted and were addressed during the year. The FDA Managing Director (MD), DMDO and all Technical managers 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, which were considered in finalizing the SOW.

The FDA MD helped to push the extended outreach forward within his institution, emphasizing the need for swift action. The CF Technical Manager led the selection of the three additional counties, two from the southeastern region (FDA Region 4) and one from the western region (FDA Region 1). During the initial reconnaissance trip to the three counties, the PROSPER team worked closely with FDA Regional Officers and Community Extension Officers, who were supportive. Upon the PROSPER FDA Advisor, there has been a marked improvement in communication and relations between FDA and PROSPER. This has helped to build momentum and support for the nine-step process, and facilitated the effective implementation of the extended outreach program.

Conducted capacity building coordination and cooperation with stakeholders and other donors

Through the year, PROSPER continued to support capacity building of the FDA cadre, and coordinate and cooperate with other stakeholders and donors. The FDA cadre received training in GPS use with more emphasis on adjusting the settings of a GPS unit, and accurate recording on data sheets. They participated in the demarcation and validation of GIS data in the field. In northern Nimba, the FDA cadre

was also taught about biomonitoring and data collection techniques, which included practical exercises, such as the establishment of transect lines across the Gba CF.

A huge challenge was to provide specific training for the FDA GIS Unit to support the CF Unit. Unfortunately, key FDA GIS staff members were unavailable. Those present did not possess the technical knowledge needed to make use of the training. However, the GIS consultant remained engaged with the project team (FDA/PROSPER staff) providing remote support that ensured the collection and recording of geospatial data.

Additionally, PROSPER's FDA Advisor attended meetings between the FDA and the World Bank to prepare for the forthcoming LFSP, wherein Community Forestry will play a central part. The FDA Advisor developed a good working relationship with the World Bank team, and was able to provide them with clarity and guidance on various procedural and legal issues. This is important because the LFSP will build upon what PROSPER is helping to establish and institutionalize; and it helps to ensure that other stakeholders and donors understand and support the nine-step process, leading to a more stable and resilient system in the long-term.

Over the period, PROSPER also held meetings with partners developing or working on projects related to community forestry. These included the VPA and the USAID FIFES project, among others. These coordination forums have been valuable in maintaining a common message on various aspects of CF authorization, governance, and management.

Developed templates for CFMP, CFMA, Bylaws and constitutions in collaboration with stakeholders

Through Q1, PROSPER supported the FDA in developing templates and protocols for CFMPs, Community Forestry Management Agreements (CFMAs), Bylaws and Community Assembly Constitutions. These were done through two 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 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 with 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 the final document can be accessed by the FDA and used to inform communities applying for Authorized Forest Community status.

As part of the approach, the first drafts of the different templates were produced and disseminated among experts for comments and feedback, following which final drafts were produced and submitted to USAID for comments and approval. These documents were subsequently 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 the approach PROSPER proposed to CF demarcation, which was then applied in all of the 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 (LC, MIA, 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 waypoints. These points are uploaded to produce a polygon, which is superimposed on a cadaster to identify any issues.

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

- Retracing the demarcation line, while collecting fresh data to validate the accuracy of the GPS waypoints collected during the preliminary mapping
- Identification and documentation of some major features clearly shown on an appropriately 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 stated in Step #7 of the nine steps to obtain CF status

Provided support to the FDA to compile demarcation data and develop appropriate maps

The collection and processing of data during the period was successfully completed, with comprehensive data collected from all PROSPER pilot sites and transferred to the FDA. The Tetra Tech home office GIS Expert was able to source up-to-date satellite imagery from USAID Washington to enable the team to produce high quality maps. This imagery is provided by the USAID Remote Sensing Program (<http://geocenterusaaid.org/rswebpage/About.html>), which is administered by the USAID GeoCenter and provides high-resolution satellite imagery at no cost to USAID Operating Units and Implementing Partners. Various samples of map types and scales were printed and submitted to FDA, so staff could get a clear understanding of what the satellite imagery covering community forests will look like. Sample maps of two pilot forests were generated to demonstrate what will be required to print maps at the scale of 1:5,000, which is established by the by the CRL Regulations. It soon became clear that committing to such a scale was impractical for large forests. Since the harmonization of the CRL Regulations remains ongoing, the FDA's Technical Manager on CF and the GIS Unit has unanimously agreed that the current provision on the map scale must be amended.

Provided support to the FDA to design and post-demarcation and SER survey results

PROSPER worked closely with FDA's Community Forestry and GIS Units to develop a standard for posting demarcation and Socioeconomic and Resource Reconnaissance Survey results.

Regarding the maps to post, it was agreed that PROSPER follow the guidance provided by the Voluntary Partnership Agreement Support Unit (VPA-SU), which has provided training and mapping guidelines for the FDA GIS Unit. The mapping guidelines for FMCs stipulate that three versions of maps should be produced. These three versions are location, vegetation, and topography. A location map utilizes satellite imagery as a basemap and displays the CF boundary and relevant features related to the CF; a vegetation map includes a basemap that utilizes the FDA's forest classification as provided by Geoville/Metria for REDD+ mapping activities; and a topographic map that displays the elevation/relief of the CF area, including areas with a slope greater than 30 percent where timber harvesting is illegal. Relief data is from global Shuttle Radar Topography Mission (SRTM) data at both 30 m and 90 m resolution.

Regarding the Socioeconomic and Resource Reconnaissance survey results, PROSPER worked with the CF Department to develop a template that will summarize the community's basic profile, such as its people and history; forest resources, including forest types, water resources and wildlife; livelihoods,

including agriculture, NTFP, enterprises and other economic activities; demographic data such as population, ethnicity, religion and literacy; governance, including administration, civil society and other social organizations; infrastructure such as roads, schools and other service facilities; and land tenure and property rights (LTPR) regimes.

The maps and SER survey results were printed on A1 and A3 posters and prepared for posting. USAID-PROSPER provided templates of accompanying letters that contain the details of the element being posted, including provisional forest sizes, forest tenure observed/verified by FDA and actions proposed by FDA for community's consideration over the 30 days following posting the results. It also provides the legal basis for posting the results.

PROSPER also provided guidance to the FDA and CSO of the CFWG through the presentation of results to the county, district, local authorities and the individual towns/villages.

Supported the FDA to interpret/explain the proposed CF demarcation maps and validate/update the SER survey results

In the second week of the 30-day posting period, PROSPER worked with FDA and the CFWG to provide a detailed presentation of the results and solicit feedback from the communities. Though this activity is not legally required, it was recognized that if the details of the results including the maps were well explained to the communities, it will minimize queries that might otherwise arise from a lack of understanding of what the results represent. It also provides an opportunity for FDA to gather feedback on pending disputes that may arise within the 30-day period, and provides an opportunity to the communities to validate/update the details of their SER survey results.

Development of Forest Inventory and Planning methodology

PROSPER engaged a forest inventory and planning specialist to work with the FDA, the FTI, and project staff to fulfil two objectives:

- i. Propose best practices for community-based low impact timber harvesting in Liberia; and
- ii. Propose a methodology to inventory the timber and non-timber forest products in pilot community forests.

From May 30 to June 7, the consultant provided training, oversaw fieldwork, and facilitated knowledge exchange forums, in pursuance of the above objectives. The training was based on a forest inventory manual for timber and NTFPs developed for use in Liberia, and a software application for designing such forest inventories. The training participants pre-tested the methodology in the Kokpeh forest in the Barconnie/Hammondsville area. Training participants included six FDA staff from the CF Department and the Research and Development Department, a Dendrologist from FTI, and PROSPER project staff, including two FTI alumni. The personnel were selected to form the core Liberian technical team to serve in up-coming forest inventory exercises, first in the pilot sites and then in the rest of the country.

LESSONS LEARNED

While the ability to learn a simple methodology for conducting inventories exists, many of the community members, as well as FDA and FTI still lack the basic tools to conduct these inventories on their own, i.e. computers, software, knowledge of using the software, GIS expertise. Third party support will likely be needed in the near future to conduct these types of activities.

FDA's Capacity Building Challenge

Though FY16, PROSPER supported FDA to enhance technical skills in GIS, forest inventory, and the 9 Steps verification process to become an Authorized Forest Community. The sustainability of these capacities remain a huge challenge. Firstly, the institution is extremely short of personnel that could be

trained in the various fields required for effective performance in the administering of community forestry. Even when personnel are trained, there is no learning strategy within FDA for sharing and retaining these skills. The weakness in data and knowledge management is still a challenge. This is easily exposed when the institution is required to provide response to an emerging situation. The process of retrieving and organizing documentary responses is always chaotic and unresponsive. In such cases, an external party could easily conclude that FDA has no knowledge of the issue and thus the need to restart knowledge building for every issue. This might affect critical functions such as responding to donor partners, resolving community forestry conflicts or response to legal/ policy questions.

This might call for USAID to work with other development partners to respond to the personnel/ staffing and logistics needs of FDA.

STRATEGIC ADAPTATIONS

With numerous donors like World Bank, USAID, SIDA, DIFD, etc..., there needs to be more coordination at the donor level to avoid replication of efforts. There is very little communication and coordination between agencies right now. Although monthly or quarter meetings are held with the FDA, there is no transfer of knowledge from the missions to the implementing partners and information is not disseminated.

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

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

Develop and present three policy briefs in partnership with CSOs **(Deliverable 26d) Submitted/ Approved**

Draft of laws, regulations or policies for enactment by necessary GOL legal authorities to support secure land tenure and property rights for communities in forested areas of Liberia are developed /revised and disseminated in collaboration with stakeholders (Harmonization of the CRL Regulation with the CRL) **(Deliverable 14b) In process**

Increased capacity of CF 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

Subcomponent Achievement Summary

- Presented three policy briefs developed in partnership with CSOs, in fulfilment of Deliverable 26c
- Supported the FDA through the CRL Regulations harmonization process
- Supported the Zor Forest Community address violations of the community's constitution and bylaws

Presented three policy briefs developed in partnership with CSOs, in fulfilment of Deliverable 26d

In FY16, PROSPER developed three (3) policy briefs regarding issues related to community forestry and land rights, in fulfilment of Deliverable 26d. The three policy briefs were on the following subjects:

- i. The importance of Free, prior and informed consent (FPIC): strategies for realization;
- ii. The Voluntary Partnership Agreement: backstopping the Community Rights Law; and,
- iii. The Proposed Local Government Act: Community Forestry and Decentralization.

These policy briefs were developed by STTA and should prompt discussion and debate while drawing attention to issues of importance to the forest and land sectors. They were presented at the CFWG and inputs were incorporated before they were submitted to USAID. The USAID staff also reviewed and commented on the three policy briefs and returned them to PROSPER for consideration. Following incorporation of recommendations, PROSPER resubmitted the briefs to USAID and they were subsequently approved.

PROSPER printed all 12 policy briefs developed by the project and approved by USAID since FY13 and provided them at the FDA. Print and electronic copies of all policy briefs were also disseminated to stakeholders.

Supported the FDA through the CRL Regulations harmonization process

In FY 15, PROSPER provided FDA with recommendations for harmonization of the CRL Regulations with the CRL and a provisional draft harmonized regulation. At the start of Q3 this year, the PROSPER FDA Advisor worked closely with the Technical Manager of the CF Department and developed a working draft of the updated CRL Regulation. The draft was reviewed and updated multiple times, following submission to many stakeholders, and the Legal Support Unit at the FDA. Following the development of a timeline and schedule, which was drafted by the FDA Advisor and the TM of the CF Department, the MD made an official determination that the public review and comment of the proposed amended CRL Regulation should proceed.

In keeping with Regulation 101-07 on Public Participation, a summary of the proposed amendments was published in newspapers with a national circulation and broadcast on the radio, and the draft was posted online and provided at regional FDA offices so members of the public could review the changes and submit written and oral comments.

Supported the Zor Forest Community address violations of the community's constitution and bylaws

At the end of March, it came to light that the Chief Officer of the Zor CFMB had allegedly colluded with the Chairperson of the EC and the head of the forest guards and entered into an arrangement to sell "chewing sticks" to a woman from Ivory Coast, without the knowledge and consent of the CA. The Chief Officer had previously been sanctioned for applying for a logging permit without consulting other CFMB officers or the CA. On discovery of the latest violation, the head of the Sanniquellie office was immediately directed to confiscate all equipment that PROSPER had been providing to support the Chief Officer. PROSPER staff reminded officers of the CFMB and members of the CA of the need to follow internal rules, as established under the Forest Community's constitution and bylaws, and warned that failure to do so may jeopardize future support to the community.

Following review of the constitution and bylaws, the CFMB and EC consulted with locally based officials from the Ministry of Internal Affairs and the FDA, and decided to suspend the three Forest Community officials, pending the results of a full investigation. The FDA – in collaboration with the Nimba County Authority, EPA, ENNR Co-Management Committee (CMC), AML, CI, and PROSPER – investigated the matter and concluded that there were series of violations by the individuals and by extension the Zor forest management bodies. The violations ranged from non-compliance with Liberian tax laws, the Community Rights Law and the Conservation Agreement regarding the management of the ENNR signed by two of the towns involved. FDA officials in the Sanniquellie regional office were also found to be negligent in the whole matter. An internal investigation of their role is being investigated by the FDA management.

As part of the recommendations of the FDA investigation, the Community Assembly permanently removed the Chief Officer, the Chair of the Executive Committee and the Head of the Community Forest Guards from their respective positions. They have since been paying the monies they gained illegally back to the CF.

These events, though negative, demonstrate that communities are able to govern themselves and address unauthorized uses of forest resources, when adequately informed and supported. PROSPER continued to support the community's governance bodies in the application of the Zor constitution and bylaws. While the capacity (skills sets) may vary between different communities, it is likely that most future community forests will need a significant amount of assistance and third-party support to function as needed.

Strategic adaptation:

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. PROSPER therefore could not rely on developing a land dispute mechanism. Nor has the Forest Grievance Redress Mechanism, which is supposed to be developed as part of the REDD+ readiness process, been developed.

The FDA has said that its requests to the LC – now the Land Authority – to meet and discuss establishing a land dispute resolution mechanism have, to date, gone unanswered. PROSPER has proposed to FDA that a meeting be held, in which the nine-step process is explained to the Land Authority. The objective of the presentation would be to emphasize the importance of the LAs role in developing an Alternate Dispute Resolution (ADR) mechanism, targeting community forestry. The FDA CF Technical Manager welcomed the idea, but the FDA could not arrange for such a meeting.

In the meantime, PROSPER continues to catalogue dispute resolution experiences, to provide FDA with lessons they could learn from when dealing with similar situations.

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 & 13b**)

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

Major Achievements

Subcomponent Achievement Summary

- Supported capacity building for biomonitoring
- Presented biomonitoring handbook to stakeholders
- Supported communities to establish transects in the Gba CF for biomonitoring
- Contributed to the development of a national strategy for biomonitoring and biodiversity Law Enforcement

Since the return of PROSPER's biodiversity partner, FFI, to Liberia, there has been significant progress on capacity building for biomonitoring.

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. Later, the team conducted forest walks and camped in each of the forests to observe and verify the feedback received from interviewees. These findings were integrated in the update of the biomonitoring handbook.

Based on the working draft of the biomonitoring handbook produced, FFI developed a training module and conducted an extensive TOT workshop for a cross-section of FDA field staff, CFMBs, CFGs, and PROSPER community mobilizers. The training was 30 percent theoretical and 70 percent field practicum.

A comprehensive training report on the capacity for implementing the biomonitoring handbook was submitted by FFI to PROSPER. This report supported further training, guide protocols for participation of community members and FDA staff in establishing the biomonitoring system and field data collection. PROSPER procured field materials and equipment to aid biomonitoring activities, including GPS units, compasses and camping equipment.

Presented biomonitoring handbook to stakeholders

The revised biomonitoring handbook, which was developed by FFI – PROSPER's biodiversity subcontractor – was presented to stakeholders. These included international conservation nongovernmental organizations (NGO), such as the World Resource Institute (WRI) and Wild Chimpanzee Foundation (WCF); local conservation NGOs, including SCNL; forest sector projects, including FIFES and VPA-SU; and the FDA Conservation and Community Forestry departments.

There was an overwhelming acceptance of the proposed system, as it matches those being used by other partners in Liberia and the West African region. Some issues were raised, and clarification was sought on the methodology used to establish transects. For instance, the WCF was concerned that clear-cutting paths within the forest would interfere with the normal functioning of the ecosystem – such paths could be used by big mammals such as leopards. Hunters and poachers could use them to access the forest and install traps.

Overall, the document was well received, keeping in mind the need to prevent transect lines from undermining the objectives they are supposed to achieve, i.e. support biodiversity.

Supported communities to establish transects in the Gba CF for biomonitoring

The FFI team continued with the capacity building program to enable communities to establish and manage their biomonitoring systems. Starting in May, FFI conducted an intensive seven-day theoretical and practical training for 18 community members, 1 FDA official, and 3 PROSPER project staff. The practical element of the training involved the establishment of 19 transects, each 2 km in length, across the Gba community forest. The area designated as the Tailing Management Facility (TMF) in the AML concession area was not included in the exercise.

Contributed to the development of a national strategy for biomonitoring and biodiversity Law Enforcement

In June, PROSPER attended a forum at the FDA, organized in consultation with FDA, WCF and FFI. The meeting was to launch an initiative to form a technical working group to develop national strategies for biomonitoring and law enforcement.

Both WCF and FFI presented their ongoing biomonitoring projects, including those in the Grebo National Forest, Sapo National Park, East Nimba Nature Reserve (ENNR), and the PROSPER sites in northern Nimba. Emphasis was placed on the need to establish a comparable biomonitoring system that facilitates data collection, analysis, and sharing. Open-source and user-friendly software and technologies are already available and widely utilized in most parts of the world.

Some of the key challenges identified include technical capacity, challenges to effective security and law enforcement, and adequate community participation, especially in data collection. A technical working group was set up to determine key areas that must be examined more closely.

LESSON LEARNED

A functioning biomonitoring system provides a valuable tool for understanding and improving the management of the forest and wildlife in a given area and is critical for the management of with high conservation value. It can help to assess the impacts and/or effectiveness of conservation measures and management strategies while also helping to identify and measure sources and impact of threats such as hunting and habitat degradation. Data derived as such will potentially support forest management decisions at the local and national levels.

In order to derive comparable data that could be shared and used regionally, most of the conservation institutions use the 'SMART' conservation software tool to design patrolling patrol, data collection and reporting. In the establishment of transects, a software called 'DISTANCE' is used. It should be noted that the FDA staff are being trained in the use of these software in all the existing and proposed protected areas. This is intended to make it easy for their deployment to any conservation area of the country and be conversant with the tools being used.

While working with its biodiversity partner, FFI, PROSPER noted series of inherent challenges with the current biomonitoring systems within the West African Region for adoption within community forest management. These systems are too technical to be established and managed by ordinary community members within Liberia. The realities of educational levels within communities, the sophistication of data analysis and interpretation, and the cost of sustaining a biomonitoring program in a CF after a project makes it an extremely challenging prospect. Also, there is little emphasis on NTFPs and small mammals as the current biomonitoring systems favor data on large mammals.

In this regard, the system introduced in Northern Nimba by PROSPER is optional for community forests that so desire to establish such systems and could source technical partners to initiate the functioning of the system. As in the case of the Gba CF, communities worked closely with FFI and PROSPER technicians to establish transects on the ground after the layout was already designed by FFI using 'DISTANCE' software. The capacity building program was focused on skills and protocols for data collection.

PROSPER recommended to the national stakeholder group on biomonitoring and protected area law enforcement that the systems must be harmonized to include local community and scientific community interests. The local communities should be well trained in high quality data collection across the board. However, data analysis meant for local community consumption must be kept simple and usable by communities to implement their forest rules and permitting systems. The data could be subjected to further modelling, such as provided by SMART, to serve the scientific community.

A simplified illustrative biomonitoring handbook that focuses on stepwise data collection methodology will be a fitting tool to support local communities.

STRATEGIC ADAPTATIONS

None to report.

5.0 COMPONENT 3:

LIVELIHOOD AND ENTERPRISE DEVELOPMENT

COMPONENT 3 STATEMENT

A key objective of PROSPER is to identify and scale-up sustainable community-based livelihoods and forest-based enterprises to support sustainable forest management activities while reducing the threats to biodiversity. This includes the development and strengthening of value chains for NTFP through capacity building of collectors' groups and introducing 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 developing 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**)

DELIVERABLE 17:

Major Achievements

- Developed, assessed and launched CF outreach materials
- Three agriculture training materials published

Developed, assessed and launched CF outreach materials

As part of Deliverable 17, Component 1 team developed and provided to Component 3 various scripts, manuals, radio programs and posters for review and evaluation. The two teams met to clarify comments made by Component 3. Subsequently, the outreach materials were rolled out in the communities with

the different Component 3 livelihood groups (crop diversification, oil palm processing groups, oil palm nursery management, and cocoa rehabilitation).

Three agriculture training materials published

Component 3 developed three agriculture training materials (crop diversification, oil palm nursery management, and guide to oil palm out-planting and maintenance) to support community forestry outreach efforts, and ensure agriculture best practices that emphasize reduced threats to biodiversity are carried out using these materials. The crop diversification training manual focuses mainly on vegetable production techniques and the need to diversify crop production to increase farmers' household income. The manual provides simple steps for farmers to reduce threats to biodiversity, identifies the advantages of crop diversification, and explains the need for crop classification. The oil palm nursery management guide outlines the steps and care involve in handling pre-germinated oil palm seeds, and nursery management until the oil palm seedlings are ready to be transferred in the field. Finally, the guide to oil palm out-planting and management, describes the technical procedures in oil palm field layout, including: spacing to ensure the availability of sunlight to all the planted seedlings; protecting young plants from pests and diseases; and general field management to ensure proper growth of the crop.

Lessons Learned

Developing the outreach materials in consultation and involvement of the Forest Community members was very useful. Working with these people to identify major threats such as shifting cultivation, unmanaged timber harvesting, hunting, etc. to biodiversity and how to mitigate the threats has been a great learning experience. In addition, featuring community members on community radio stations to form part of the awareness process on the threat to biodiversity is a major leap in the right direction.

Strategic Adaptation

In Q1 FY17, Component 3 will hire an STTA to carry out an assessment on the use and adaptation of some agriculture training materials such as liquid manure, compost making, and crop diversification, which are part of efforts to determine the application of these training materials and the impact it is making.

DELIVERABLE 16: Agriculture and Community Forest Enterprise Management Manual

Major Accomplishments

- Deliverable 16 completed, branded and rolled out

Deliverable 16 completed, branded and rolled out

ACDI/VOCA completed the development of the Agriculture and Community Forest Enterprise Management Manual and submitted to Tetra Tech ARD in fulfillment of Deliverable 16. The manual comprised 10 modules and a workbook for participants. The manual was reviewed by Tetra Tech ARD with several comments adequately addressed by ACDI/VOCA. It was subsequently branded and printed. To test the usefulness of the manual with a wider audience especially for those that would be the end users, it was rolled out to various groups including the three CFMBs; Blei, Gba and Zor, and agriculture-based enterprises (Cassava and oil palm processing groups, and crop diversification) in the Sanniquellie region. The rollout also included selected members of the agriculture-based enterprises in the Tappita region (including oil palm management, oil palm processing, cocoa rehabilitation, crop diversification, and beekeeping groups). A total of 120 (78 male, 42 female) participated in the rollout activity. During the rollout, feedback was gathered from participants incorporated into the document to be updated as Deliverable 16a.

ENTERPRISE DEVELOPMENT ACTIVITIES – WOOD-BASED PRODUCTS

Major Achievements

- Trained three CFMBs in organizational development and administrative procedures
- Business and financial policy manual developed and printed

Trained three CFMBs in organizational development and administrative procedures

Building on the CFMB capacity development process in business and financial management that began in FY15, the BDA conducted financial management trainings and trainings in proposal writing and development in FY16.

In FY16 Q1, the BDA provided three days financial management training to 11 (8 male, 3 female) members of the Blei and Zor CFMBs and subsequently conducted another three days TOT on Financial Policy and Procedures and Business Development to the joint CFVB (J-CFMB) and CFMBs of Blei, Gba and Zor communities, respectively. The training covered various topics, including cost/benefit analysis of a given business, basic bookkeeping, reporting incomes and expenditures, preparing financial statements, and bank reconciliations. Other topics discussed were organizational development focusing on administrative procedures, conflict management, leadership skills, and business registration.

The training included two rounds of business plan development and proposal writing skills, which culminated in developing three business plans for the three CFMBs in Sanniquellie. The three CFMBs (Blei, Gba and Zor), each identified a project around which a business plan was developed through the guidance of the BDA. The projects identified included:

1. Cultivation of improved cocoa variety for the Blei community that will enable them to generate income in the future;
2. Establishment of a saw mill by the Gba CFMB to process logs from family lands and logs outside the demarcated Community Forest; and
3. Cultivation of improved oil palm variety for the Zor community to enable them to generate income.

The three proposals were developed by the BDA in collaboration with the leaders of the three CFMBs and they were submitted separately to each of the Community Assemblies and were adopted.

Lessons Learned

Though the three CFMBs had requested PROSPER to go through the business plan and proposal writing skill training, the group members are still challenged with basic writing skills. This is because the core leadership members in these three CFMBs are mostly high school graduates who completed their studies either before or during the time of the civil conflict. It is because of this there is the need for continuous support and mentoring by PROSPER through the end of the project

Strategic Adaptations

In Q1FY17 of year 5, PROSPER will organize business plan review meetings, and basic project management and implementation training will be held with each of the CFMBs (Blei, Gba & Zor). These sections will assess the impact of the Community Assembly meetings on the business plans and the status of the action plans. These actions reflect continuous efforts by PROSPER to strengthen CFMB capacity so they can implement community projects and formalize agri-based entities into forest-based enterprises with sustainable commercial activities.

ENTERPRISE DEVELOPMENT ACTIVITIES – OIL PALM-BASED ENTERPRISES

Oil palm Nurseries

Major Achievements

- Kwakerdoe subcontract modified
- Four Oil palm nurseries established in FY15 out-planted
- Four new Oil palm nurseries established in FY16
- Farmer-to-Farmer exchange visits conducted for new oil palm nursery groups

Kwakerdoe subcontract modified

Tetra Tech ARD modified the subcontract with Kwakerdoe – a sub-grantee supporting the establishment and management of oil palm nurseries around the BGF – to continue the provision of technical assistance to the five oil palm groups established in FY15, and to establish four new oil palm groups in FY16. The modification of the subcontract was because of the interest expressed by farmers to PROSPER for the continuation of technical assistance by Kwakerdoe in the management of their oil palm nurseries and the establishment of additional nurseries in new communities. Kwakerdoe had also satisfactorily executed the deliverables it was tasked to perform in FY15 in providing the technical assistance.

Four Oil palm nurseries established in FY15 out-planted

Four high-yielding dwarf variety oil palm nurseries established in FY15 in Beatu, Behwallay, Old Yourpea, and Toweh Town received management support from PROSPER through Kwakerdoe Cooperative. Kwakerdoe provided extension and technical support to the four groups. The technical support on the nurseries included the control of insects that attack oil palm seedlings through the use of wood ash and soap solution as repellent and bio-insecticide. In addition, they provided guidance for the consistent watering of the seedlings during the dry season to ensure that the seedlings survived for out-planting. Prior to the out-planting, the field staff and Kwakerdoe worked with the nursery owners to carry out site selection in old oil palm farms and farm lands that are outside the proposed demarcated CF. In addition, Kwakerdoe provided several extension visits and closely worked with all the members of each group, replaced 268 seedlings reflecting about 9 percent mortality rate and out-planted 3,060 that covered 51 acres. In total, 51 (44 male, 7 female) farmers who had participated in the nursery activities out-planted their seedlings in July 2016 during the onset of the rainy season so the seedlings would be firmly established by the rains.

Four new Oil palm nurseries established in FY16

In FY16, PROSPER supported the establishment of four new oil palm nurseries in four communities (Graie, Doeyellay, Kwiyea, and Marlay) around the BGF. The support was done through Kwakerdoe, which included a set of tools kit (2 cutlasses, one pickaxe, two watering cans, and one knapsack sprayer) to each of the group. A total of 47 (31 male, 16 female) farmers participated and paid \$2,300 USD for 2,300 pre-germinated oil palm seeds including extra seeds to counter any losses due to risk of seed mortality. The amount was turned over to Kwakerdoe to order the seeds from the Ivory Coast. Prior to the pre-germinated seeds, Kwakerdoe provided training to the four groups in oil palm nursery management. The training included site selection, water source identification – to ensure the availability of water throughout the year – soil types, weeding operations, and watering and integrated pest management (IPM), to ensure that using chemicals is limited. The training was practical and interactive with farmers providing their practical experiences and knowledge on the topics discussed.

In addition, as part of the farmers' contribution to the nursery establishment, they provided labor that included the clearing and removal of tree stumps at the nursery sites, filling of pre-nursery bags with black soil to nurse the pre-germinated seeds, constructed nurseries with palm thatches and wooden poles. The pre-germinated seeds were subsequently put on nurseries in the four communities. Farmers began monitoring the seeds at the nursery sites and implemented the training they had learned from Kwakerdoe. The management of the seedlings in the pre-nursery stage¹ is ongoing; seedlings are expected to be transferred to the main nursery stage² in December 2016.

Farmer-to-Farmer exchange visits conducted for new oil palm nursery groups

A one-day oil palm farmer-to-farmer exchange visit was organized by ACDI/VOCA PROSPER staff for each of the four new oil palm groups to visit two nurseries established in FY15. The visits were organized prior to the arrival of the pre-germinated seeds. The purpose of the exchange visit was for the new farmers to interact with their colleagues to have first-hand information about oil palm nursery establishment and management before undertaking such a venture. A total of 33 (22 male, 11 female) new farmers participated in the exchange visit. The oil palm nurseries in Toweh Town and Beatuo were selected for the field visit due to their close proximity. The exchange field visit afforded the new oil palm nursery farmers the opportunity to visit existing nurseries and observe the work done by their colleagues. The farmers were grateful to PROSPER for organizing the visits.

Oil Palm Processing Support

Major Achievements:

- Eight (8) new oil palm processing groups established and trained on Freedom Mills
- Over 6,000 gallons of palm oil produced
- 11 oil palm processing groups constitution developed, validated and formalized as enterprises

Eight (8) new oil palm processing groups established and trained on the use of Freedom Mills

PROSPER supported the establishment of eight new oil palm processing groups in eight PROSPER communities: six in the Tappita region around the BGF (Bonglay, Graie, Grupea, Lorplay, New Yorpea, and Yriah), and one each in Buchanan, District 4 (Baye Town) and Sanniquellie, Gba (Baintowin). Prior to the nursery establishment, each group submitted an application and paid \$300 USD for co-funding in oil palm processing equipment/Freedom Mills, to establish oil palm processing enterprises. The contributions represented 30 percent of the total cost of each equipment, the remaining 70 percent of which was underwritten by PROSPER to purchase the Freedom Mills. The total of \$2,400 USD was collected from the eight farmer groups, which was contributed by 152 (41 female, 111 male) members of the eight groups.

Following the purchase of the mills, PROSPER organized separate trainings for each of the groups and their members in the eight communities on the use of the Freedom Mills. The training was comprehensive and covered the operations and maintenance of the machine which ensured that proper maintenance and operational skills were passed on to the participating members to be able to effectively manage the Freedom Mills. The training covered the following topics:

- Oil palm activity and the link to biodiversity/CF

¹ The first stage of oil palm nursery for the first 3-4 months of the seedling growing period

² The second and final stage of oil palm nursery before seedlings are transplanted in the field

- Brief history of the Freedom Mill
- Assembling the parts of the Mill
- Demonstrating the processing of palm fruits
- Post-processing activities (disassembling, cleaning, and maintenance)

The training was conducted in collaboration with Moonlight, the manufacturer of the Freedom Mill. It was necessary to collaborate with the manufacturer during installation and training of the new groups to create links and build relationships between the Freedom Mill manufacturer and the processing groups for future repair services, replacement of spare parts, and training. The training team used the Freedom Mill 2 User Guide developed by PROSPER in FY14 that simplified all steps for a semi-literate farmer. The training was practical and interactive, and allowed participants to ask questions. Answers were provided by the training team. The farmers were grateful for the provision of the mills, and the training.

Over 6,000 gallons of palm oil produced

In FY16, palm oil production continued from Q1 through Q4 but at a downward trend after production hit its highest peak in Q3. The downward trend is a normal pattern in palm oil production for both wild and improved oil palm varieties. Though Q4 showed declines in palm oil production, wild palm fruit collectors and smallholder oil palm farmers admitted that the continuous processing of palm oil throughout the year was associated greatly with the use of the Freedom Mills because of the effective use and the less labor demand.

The table below shows the upward and downward trend in the number of processors and the quantity of palm oil produced in Q1, Q2, Q3, and Q4 of FY16.

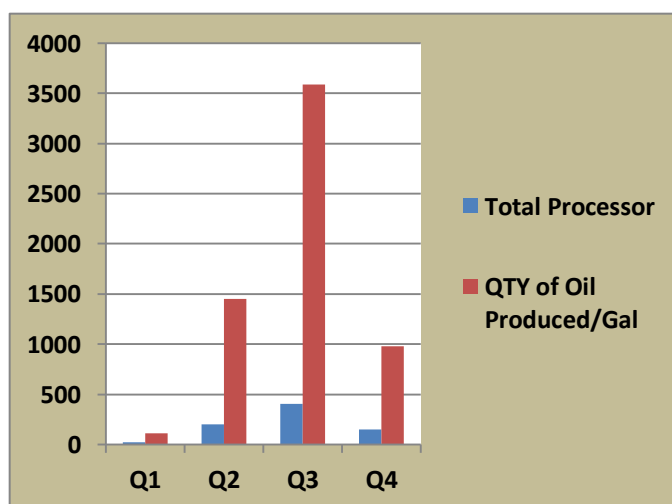


Figure 1: The bar chart shows the graphical upward and downward representation and trend in the number of oil palm processors and the quantity of palm oil produced in Q1, Q2, Q3, and Q4 of FY16. As it is observed in both the table and bar chart, the number of processors and the volume of oil produced progressively increased from Q1 through Q3, which marked the peak harvest season and then decreased in Q4 as the normal palm oil production trend. This trend informed farmers' decisions on what other farming activities to carry out as the workload of oil palm activities decline.

In total, 6,129.5 gallons of palm oil were produced in FY16 by 21 processing enterprises/Freedom Mills (19 in Tappita and one each in Buchanan and Sanniquellie). Of that amount (6,129.5), the processing enterprises received 1,021.5 gallons (about 17 percent) of palm oil as processing fees paid by customers and users.

Though production had dropped during Q4, the price of palm oil had increased significantly in the markets during that period. For example, palm oil market prices gathered by field staff in the Tappita regional market revealed that palm oil was sold for \$4.20 USD/gallon during Q4 compared to \$3.80 in Q3 and \$3.05 USD/gallon in Q2. All the processing enterprises had planned to sell their palm oil during

the time of palm oil scarcity when prices are high. It is expected that the enterprises would generate annual revenue of about \$4,290.30 USD when the total 1,021.5 gallons of palm oil is sold at \$4.20 USD/gallon.

11 oil palm processing groups constitution developed, validated and formalized as enterprises

The PROSPER BDA facilitated the development and validation of 11 oil palm processing groups' constitutions and formalized them as enterprises. Of the 11 oil palm processing groups, nine are located around the BGF (Beatu, Behwallay, Korlay, Kparblee, Kwipea, Toweh Town, Old Yorpea, and Yorlay # 1 & 2), and one each in Buchanan (Baye Town), and Sanniquellie (Baintowin). The 11 groups comprised 304 (229 male, 75 female) members. During developing the constitutions, the group members attended the sessions in their respective communities. They agreed on the official names of the associations; established clear leadership structures with defined roles and responsibilities; and defined their functions and other rules to govern their associations. The constitutions were finally validated with the signatures of the elected group leaders, and the associations are now considered community enterprises. Because of this, the groups can open bank accounts and conduct business transactions with other institutions in a more structured manner. Furthermore, they will also be able to seek more formal sources of funding and develop proposals to seek more opportunities. With the structure and skills, groups will be more sustainable and increase members' income, reducing their dependency on the forest. These improvements will also help them manage their finances and minimize conflicts and power struggles. PROSPER provided each group with a ledger to ensure that all production activities are recorded, including membership listing. The groups expressed appreciation to USAID-Liberia/PROSPER for supporting them to achieve such a remarkable goal.

Lessons Learned

Introducing a new technology such as the Freedom Mill for the processing of palm was met with low patronage by some members in some communities especially in Baintowin and Baye Town in Sanniquellie and Buchanan respectively; though they had participated in the cost-share with PROSPER. When the machines were introduced, the farmers believed that the traditional method of processing palm was the best option. However, after the consistent use of the machines by some "die hard" believers in the machine coupled with raising awareness by field staff, others started to see the results and the volume of the oil produced by their colleagues. Because of the positive outcome, others are now willingly processing their palm fruits through the Freedom Mill. The lesson learned here is that although project donors or development partners may have good intentions for development to transform the lives of the people, the process could be abandoned or stalled, but with consistent awareness and education, the process could turn for the better as with the Freedom Mills.

Strategic Adaptations

There are no strategic adaptations for this activity in Year 5.

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)

ANNUAL RESULTS & DELIVERABLES (YEAR 4)

Farmer's Groups can 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.)

Major Achievements

- Community Forestry outreach materials developed and rolled out through PROSPER Component 3 groups

Community Forestry outreach materials developed and rolled out through PROSPER Component 3 groups

The Community Forestry outreach materials, including messages to reduce threats to biodiversity, were developed, finalized, and subsequently rolled out through Component 3 groups. Upon developing the materials, a technical meeting was held between ACDI/VOCA and Tetra Tech ARD to discuss the messages on the posters for a better understanding of the materials. The materials would be used to create awareness about the need to reduce threats to biodiversity in all PROSPER sites.

Prior to the rollout, Component 1 Leader organized a comprehensive TOT for the Component 3 Leader on Community Forestry and the threats to biodiversity that included shifting cultivation/farming, hunting/poaching, artisanal mining, chainsaw logging, fishing, sea turtle hunting and mangrove cutting. Similarly, the Component 3 Leader organized a TOT in Monrovia for all ACDI/VOCA staff. Component 3 staff carefully selected messages on shifting cultivation/farming, hunting/poaching, and mangrove cutting (Bacconnie community) to emphasize with the target farmer groups because they are directly involved in these activities. Component 3 field staff rolled out the community forestry outreach messages through the PROSPER crop diversification, oil palm nursery, and cocoa rehabilitation groups. The materials rolled out included the messages on shifting cultivation, farming and hunting, and poaching. The messages are very relevant to these groups, especially for those engaging in shifting cultivation, which is the most practiced farming activity.

During the rollout, farmers expressed their satisfaction about the awareness being created by PROSPER on shifting cultivation and traditional farming practices because that is the only method they have ever known. They realize that tree crop farming as emphasized by PROSPER can reduce shifting cultivation and increase their income more than the traditional up-land rice farming activities.

Lessons Learned

The rollout of the community forestry materials clearly illustrated the importance of these messages to the reduction of threats to biodiversity. This is because some community dwellers admitted that the awareness on the effect of shifting cultivation has made them realize the importance of the forest. They have pledged to limit their rice farming activities, which is the main driver of shifting cultivation, and instead concentrate on tree crops farming outside the community forest to generate incomes for the household.

Strategic Adaptations

PROSPER will continue the awareness and outreach messages on the activities that pose threats to biodiversity through the livelihood groups and promote livelihood activities that will encourage permanent farming systems such as tree crops cultivation, soil amendment and crop rotation techniques.

When these practices are consistently carried out and farmers see the reward through reduced labor and increased income generation, it will reduce threats to biodiversity.

COCOA REHABILITATION

Major Achievements

- Scaled up cocoa rehabilitation activities and increased the number of participants
- Wienco Liberia Limited and Cocoa farmers signed MoU to formalize cocoa demonstration
- Five cocoa rehabilitation field days organized
- PROSPER constructed four cocoa solar dryers and eight cocoa fermentation boxes

Scaled up cocoa rehabilitation activities and increased the number of participants

PROSPER continued the cocoa rehabilitation demonstration activities in FY16 in the four communities with cocoa farmers in Behwallay, Old Yorpea, Marlay and Yorlay #1 around the BGF. The rehabilitation was carried out in collaboration with Wienco Liberia Limited, a cocoa produce buying company that provides technical assistance and specialized cocoa inputs (fertilizer, fungicides and insecticides) to cocoa farmers. The cocoa rehabilitation activities included under-brushing, pruning³, canopy opening and de-shading of unwanted trees, removal of diseased pods, etc. A total of 113 (101 male, 12 female) cocoa farmers participated, as compared to 15 farmers that participated in FY15. Apart from simply expanding the rehabilitation program, the activity also provided farmers with an opportunity establish links with a reputable cocoa buyer, who can provide the necessary technical support and inputs needed for effective cocoa rehabilitation and farming.

Wienco Liberia Limited and Cocoa farmers signed MoU to formalize cocoa demonstration

PROSPER facilitated a MoU between each of the four groups and Wienco Liberia Limited. The MoUs were signed separately by representatives of each of the four farmer groups and the Country Director for Wienco, which formalized their partnership to carry out the cocoa rehabilitation activities for FY16. Under the MoU, Wienco provided all technical support and training on cocoa production best farming practices and management techniques, including under-brushing, de-barking, pruning, de-shading, applying special cocoa fertilizers, and treatments with approved pesticides and fungicides of trees. To reduce post-harvest spoilage and waste, participants also received training in cocoa pod harvesting best practices and bean fermentation for added quality and value. Farmers agreed to participate in and carry out all best cultural practices associated with cocoa rehabilitation activities as instructed by Wienco's field technicians and, moreover, to replicate training skills learned from the demonstration sites on their individual cocoa farms.

Five cocoa rehabilitation field days organized

Following signing the MoU between the farmers and Wienco that laid the basis for collaboration and commitment to work together, PROSPER facilitated and organized five field days during the reporting period. The field days were organized to serve as a platform in the four communities at the demonstration sites to bring farmers together to learn best cocoa rehabilitation practices. It was also necessary for the farmers to gain practical hands-on experience of best agronomic practices, as the majority of farmers had inherited these old farms from their old aged or late parents, and had little

³ Pruning is the selective removal/cutting off some branches of the cocoa tree to stimulate the remaining branches to bear more cocoa pods

experience with rehabilitation practices themselves. The first field day was organized one after another in the four communities in February with two major activities. The two activities included under-brushing of the cocoa farms to eliminate weeds, and debarking of unwanted trees to allow sunlight to reach the cocoa trees. The second field day was carried out in March, which also included two activities, de-shading and pruning techniques for the cocoa trees. The third and fourth field days were organized in April and May respectively. In April when the rains had begun, the first weeding was carried out to have a well-maintained and weed-free cocoa farm. This was followed in May by the removal of Chopons (young dead fruits) and dead husks that harbor pests. The fifth field day was organized in July that resulted in the second weeding and constructing eight wooden cocoa fermentation boxes. During all of the field days, farmers asked questions to better understand the importance of these cultural practices on increased yields.

PROSPER constructed four cocoa solar dryers and eight cocoa fermentation boxes

As part of the cocoa demonstration and best management practices, PROSPER constructed four cocoa solar dryers and eight fermentation boxes: one solar dryer and two fermentation boxes in each of the four communities. This was to demonstrate good fermentation and drying practices to increase cocoa quality and market value. For constructing the solar dryers, PROSPER provided all the non-local materials including assorted nails and transparent roofing sheets and transparent poly sheets. The farmers provided labor for the construction and local materials, including wooden poles, mud bricks, and bamboo mats.

Lessons Learned

The major lesson learned during the fiscal year was the low adoption rate (only 10-15 percent) of pruning by farmers participating in the cocoa rehabilitation demonstration activities for the first time. Cocoa farmers see pruning as destroying the cocoa trees, and did not trust the practice. Most farmers said they will observe the demonstration plots this year, and if the pruning causes no harm to the cocoa trees, then they will gradually take on the practice. This slow adoption rate follows Wienco's previous experience in other areas of the country.

Strategic Adaptations

In FY17, PROSPER will continue the field day activities which will focus on training in proper harvesting, fermentation and good drying practices and techniques. Upon harvesting and cracking of the pods, the wet cocoa beans will be fermented in specialized fermentation boxes and subsequently dried in the solar dryer. PROSPER staff will continue to provide outreach and awareness trainings to cocoa farmers on sustainable forest management, biodiversity, and the links with livelihoods. Wienco will provide small-scale business and financial management training on cocoa farming to participating farmers. The training will create the link between the cocoa farming and business best practices so farmers understand how to run their farm as a sustainable business. This link is very important for any eventual scale-up to occur in sustainable cocoa farming.

CROP DIVERSIFICATION

Major Achievements

- Nine new crop diversification groups identified and trained in farming as a business, crop diversification, and leadership
- Six high performing crop diversification groups identified and supported for dry season vegetable production
- All six crop diversification groups formalized as enterprises and received business training
- More than \$1,357.50 USD generated from six crop diversification demonstration groups
- PROSPER organized farmer-to-farmer exchange visits for farmers in Buchanan and Sanniquellie to Tappita
- Provided technical assistance to 33 crop diversification groups

Nine new crop diversification groups identified, and trained in Farming as a Business, crop diversification and leadership

In FY16, PROSPER identified nine crop diversification groups that were willing to participate in crop diversification activities in eight towns: four towns in Tappita (Gboutuo, Marlay (two groups), Old Yourpea, and Yriah around the Big Gio Community Forest), three towns in Buchanan (Ben's Town, Farr Town, and Zorda), and one town in Sanniquellie (ZorGorpa). All of these towns are near the community forests. A total of 253 (59 male, 194 female) farmers are members of the nine groups that participated and received training in farming as a business, crop diversification, and leadership. For the farming as a business training, farmers were to shift their perspective of farming from subsistence farming to farming for profit. The training was aimed to stimulate a change in farmers' attitudes by creating a class of farmers that will use business concepts in farming including planning, production season, marketing, and record keeping. The crop diversification training focused on best farming practices that encouraged farming on one parcel of land using crop rotation and soil amendment techniques to minimize shifting cultivation, and the growing of other crops driven by market opportunities.

Six high performing crop diversification groups identified and supported for dry season vegetable production

Six high performing crop diversification groups (all predominately women) – one in Sanniquelle (Baintowin) and five in Tappita (two each in Zuatuo & Old Yorpea, and one in Dialla) – were identified for support to establishing new enterprises. The criteria for the identification and selection of these groups included: a functioning leadership structure in place; the production of assorted vegetable crops for sale; the existence of a record keeping system; and the ability to contribute 30 percent toward the cost of small-scale irrigation water pumps. The six groups had completed the payments of US \$200 each, with US \$1,200 (30 percent of the total cost) toward the cost-sharing arrangement for six sets of motorized irrigation pumps. The six sets were procured by PROSPER and delivered to the women's groups in the four communities. The purpose of the irrigation pump is to meet the groups' off-season production irrigation needs to better meet the high demand for vegetables during the dry season. Acquiring the machines allows the groups to implement small-scale irrigation during the dry season and improve production practices.

A total of 169 (125 female, 44 male) participants participated 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, and operational procedures (tightening and removal of hoses, changing of engine oil and spark

plug, using 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. 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, that the oil is frequently changed (once or twice monthly, depending on the frequency of use), and the machines are kept out of the reach of children and away from fire.

All six crop diversification groups formalized as enterprises and received business training

The PROSPER BDA visited the six high performing groups in the four communities of Baintowin, Diallah, Old Yourpea, and Zuatuo and assessed them. 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 the review of their financial records, leadership structures and their business skills. The groups also developed their constitutions, validated/signed and adopted the official names for their associations. They set up leadership structures and defined functions of the major positions (chairlady, vice chairlady, secretary, treasurer, and chaplain). With these structures put in place, they were formalized as agriculture-based enterprises. They received business skills training on the topics of: the stages of business development, basic record keeping, and the concept of farming as a business. PROSPER also provided each group with a ledger to record its production activities.

More than \$1,357.50 USD generated from six crop diversification demonstration groups

Liberian farmers greatly depend on rain-fed agriculture to produce their crops due to the lack of irrigation. During the rainy season, prices of produce fall significantly due to market saturation. To give farmers the opportunity to produce and sell during the dry season for a high price, PROSPER identified six (6) high performing crop diversification groups, and upgraded them into production enterprises using small-scale irrigation.

The table below shows the crops that were sold and the amount generated by the crop diversification groups during FY16.

The emphasis on these crops is due to the economic importance and the availability of markets in the communities.

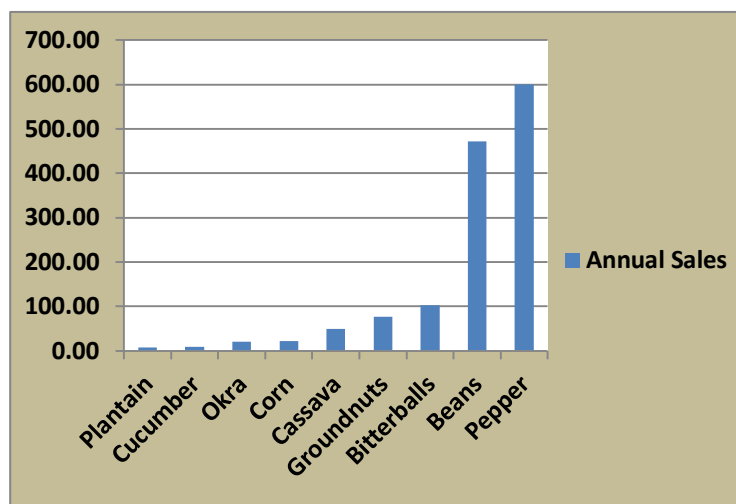


Figure 2: The bar chart shows the graphical representation of crops sold and the amount generated. Pepper shows the highest amount (\$600.40 USD) generated followed by Beans (\$471 USD) and Bitterballs (\$101.80) in that order. Besides the market value of groundnut and beans, which are leguminous crops, they are ideal for crop rotation cycle and soil amendment practices. Bitterballs and pepper harvest will continue through Q2 FY17 due to the use of small-scale irrigation that will enable the groups to benefit from high prices during the dry season based on

regional market prices survey analysis. Plantain shows the lowest revenue generated, as plantain is an annual crop. The plantain harvest will gradually increase during FY17.

Meanwhile, the six crop diversification groups annual sales recorded \$1,357.50 USD from the sales of various crops as summarized in the above chart. This amount is a good beginning for most of the group, which have not previously been involved in any revenue generating activity. This result has encouraged the groups to continue the process of crop diversification. The crops showed high potential for business opportunities on the local regional markets in these communities. As groups continue to generate income from these plots through crop rotation and soil amendment techniques to support their families and households, there will be less shifting cultivation, which should reduce deforestation and biodiversity loss.

PROSPER organized farmer-to-farmer exchange visits for farmers in Buchanan and Sanniquellie to Tappita

PROSPER Component 3 organized and facilitated farmer-to-farmer exchange field visits for farmers in Buchanan and Sanniquellie sites to Tappita. Farmers in Buchanan were selected from three communities (Baconie-Ben's Town and Zordah, and District 4- Farr Town) composed of 15 (11 male, 4 female) members. The farmers from Sanniquellie were selected from two communities (Gba- Baintowin, and Zor- Zorgorpa) composed of 14 (6 male, 8 female) members. The farmer groups were selected based on their interest and their leadership in PROSPER Livelihood activities in their respective communities. Activities were conducted in August 2016. The first phase of the visit was for the Buchanan farmers that began from August 1-6, and the second phase for the Sanniquellie farmers from August 8-13. The purpose of the planned farmer exchange visit was to give Buchanan and Sanniquellie farmers the opportunity to visit and see the momentum of various livelihood activities in Tappita, and to interact and share experiences with their colleagues.

The visiting farmers toured various livelihood sites, including oil palm processing enterprises (Freedom Mills), oil palm nurseries and out-planted fields, crop diversification with small-scale irrigation, and cocoa rehabilitation demonstration plots. At each site, the farmers took time to explain to their visiting colleagues how PROSPER is supporting their livelihood activities under the cost-sharing scheme. The farmers from Buchanan and Sanniquellie were shocked when one of the oil palm farmers, Mr. McCarty Suomie, Chairman of the oil palm farmers in Kwipea said, "When we heard that PROSPER was helping farmer groups around the BGF to buy Freedom Mill, we immediately organized ourselves and raised \$300 USD and took it to PROSPER office in Tappita to request for their support to buy Freedom Mill and we are grateful to PROSPER." During the interaction and the visit to some of the out-planted oil

palm fields owned by females, the visiting farmers, especially the females, said, “We ourselves can also do oil palm nursery and irrigation.”

After the exchange visits, all the five groups that participated in the exchange visits raised money to participate in the cost-share activities with PROSPER: Ben’s Town and Farr Town contributed \$300 USD (30 percent) each on two Freedom Mills, while Zordah contributed \$200 USD (30 percent) on a water pump. The two groups from Sanniquellie also cost-shared with PROSPER: Baintowin raised \$300 USD for the establishment of an oil palm nursery, and Zorgorpa raised \$200 USD for a water pump to grow vegetables during the dry season. The farmers appreciated the field visit, especially the Buchanan farmers who traveled to another county to share experiences.

Provided technical assistance to 33 crop diversification groups

The provision of technical assistance continued during the fiscal year with the crop diversification groups. The technical assistance provided included site selection for the cultivation of beans and ground nuts intercropped with pepper, constructing elevated nurseries for the sowing of vegetable seeds, application of liquid manure on crops, IPM through the use of soap solution to control insects, and using water pumps for small-scale irrigation. In addition, field staff continued to guide farmers in intercropping vegetable crops (okra, corn, pepper, bitterballs, and beans) with plantain to maximize the use of the land to generate income as reflected under the sales of crops and income generated.

Lessons Learned

Two major lessons were learned: First, introducing compensation payments from AML to farmers for crops planted around the concession area limited the participation of farmers in livelihood activities around the Sanniquellie region and demonstrated that farmers were more motivated by potential AML compensation rather than actual farming. Other farmers that had not received such compensation organized themselves and planted rubber seedlings around some hills that had been accessed by AML for future mining in anticipation that they would also be compensated in the future. Second, the farmer-to-Farmer exchange visits organized for the Buchanan and Sanniquellie farmers to Tappita made a positive impact on the visiting farmers. As they returned to their communities, they quickly contributed their financial resources and participated in the cost-sharing arrangement with PROSPER to purchase Freedom Mills and irrigation water pumps. This showed that farmer-to-farmer interaction resulted in positive outcomes.

Strategic Adaptations

Because of the cost-shared arrangement, two crop diversification groups were established: one in Buchanan (Zordah) and one in Sanniquellie (Zorgorpa). Each has contributed of \$200 USD toward irrigation water pumps. PROSPER will support the two groups to buy the irrigation pumps and carry out training in the usage and maintenance of the pumps for the production of vegetables during the dry season.

IMPROVED MARKET INFORMATION

Major Achievements

- Cocoa Reference Price launched on Tappita Community radio station

Cocoa Reference Price launched on Tappita Community radio station

PROSPER launched the Cocoa Reference Price on the Tappita radio station to ensure that cocoa farmers are well informed and not exploited by unscrupulous middlemen and buyers. The reference

price is generated monthly by the Liberia Produce Marketing Cooperation (LPMC)⁴ with reference to the world market price, and announced weekly on Sundays, the farmers preferred day.

PROSPER worked closely with other stakeholders including USDA LIFE III, GROW, LPMC, Smallholder Tree Crop Revitalization Support Project (World Bank), Smallholder Tree Crop Revitalization Support Project (IFAD), and USAID FIFES on agreements for SMS dissemination of market prices. Discussions with these partners were far advanced until the last quarter in FY16 when the Ministry of Agriculture (MoA) informed all partners it had hired the services of an international firm, Cellulant, to set up a broad-based market information dissemination platform and asked partners to support the platform.

Lessons Learned

None to report

Strategic Adaptations

To ensure that farmers continue to be informed about the cocoa beans price, the price information will continue to be announced on the Tappita radio station through to the end of March 2017.

BUSH MEAT ALTERNATIVES- Beekeeping

Major Achievements

- UOF subcontract modified and organized five new beekeeping groups
- Beekeepers and ACDI/VOCA staff attended advanced beekeeping training
- Extension support provided to FY15 and FY16 beekeeping groups
- 55 hives colonized for both FY15 and FY16 groups
- Six gallons of honey harvested from three hives

UOF subcontract modified and organized five new beekeeping groups

Tetra Tech ARD modified the subcontract with UOF to continue the provision of technical assistance to the five beekeeping groups established in FY15, and recruited five new groups for FY16. The five new beekeeping groups recruited in FY16 are all in Buchanan: Farr Town and Korjuah in District 4 and Kaykay Town, Mandeh-Dou and Zordah in Barconnie. Because of the interest shown by traditional beekeepers in Yarweh, and due to their close proximity, they were merged with the group in Mandeh-Dou. UOF recruited 103 (72 male, 31 female) farmers who were enthusiastic and willing to participate in the beekeeping activities in their various communities.

After the recruitment process, UOF organized a three-day beekeeping training in each community. The training covered various topics, including the life of the bee, site selection, hive management, stands methods, how to keep bees safe, baiting and re-baiting procedures, and standardized hive construction. Particular to this training was the opportunity for farmers to construct their own beehives under the supervision of UOF technicians. Each group received a starter package, which included an extractor, beehives, knife, table spoon, basin spoon, filter, smoker, hive tool, tray pan, and a handout.

Beekeepers and ACDI/VOCA staff attended advanced beekeeping training

⁴ LPMC is the Liberian government institution responsible for setting the dried cocoa bean price.

In November 2015, UOF selected five beekeepers, one from each of the five communities (they were all male) (Bold dollar, Doeyelay, Kaykay Town, Korlay, and one ACDI/VOCA staff), based on their performance in beekeeping, to join beekeepers from other counties to participate in a seven-day advanced beekeeping training in Ganta, Nimba County. Three international trainers facilitated the training: two from Britain, and one from Cameroon. The training was practical and interactive, and included the use of local materials such as empty rice bags to sow bee harvesting suits, using 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, and included meals, lodging, and transportation reimbursement for all participants.

In August 2016, UOF organized another advanced training in beekeeping. The training was conducted by an international volunteer through the USAID Farmer-to-Farmer Program implemented by ACDI/VOCA. The weeklong training brought together beekeepers and UOF partners, including PROSPER. The training covered three major areas: 1) importance of queen production, 2) bee plant identification, and 3) bee diseases and treatment. The training was practical and interactive, affording participants the opportunity to ask questions based on field experience. All participants were encouraged to pass on the training to their colleagues and project beneficiaries.

Extension support provided to FY15 and FY16 beekeeping groups

Beekeeping extension support was provided by UOF to each of the five groups established in FY15, and those established in FY16, which included regular monthly visitation of hives, re-baiting and relocation of hives to increase the chances of colonization. UOF staff interacted with various groups to increase group members' understanding on how to check for bees' enemies, such as ants and termites, and the preventive measures they should take. Group members also understood some of the environmental problems that may hinder the early colonization of hives such as bee enemies, the unavailability of fruit trees for pollen extraction, and delay in the production of honey by bees after colonization, which may be due to the small population size of the bees.

55 hives colonized for both FY15 and FY16 groups

The ongoing beekeeping pilot program continues to experience an increase in beehive colonization. Uncolonized hives were consistently re-baited and others relocated to increase the chances of colonization. The increase in hive colonization has increased momentum among the beekeepers, as they continue to express their satisfaction with the beekeeping activities because, as they put it, "we will get free money," meaning that the labor involved in beekeeping is very minimal compared to other farming activities. In total, 39 (about 78 percent) out of 50 hives installed in FY15 have been colonized, while 16 (about 32 percent) out of 50 hives installed in FY16 have also been colonized. UOF indicated that the normal colonization rate is between 15-20 percent in Year 1 and 50-60 percent in Year 2. Therefore, the 78 percent rate of colonization for the FY15 groups and 32 percent for FY16 groups is very encouraging.

The below table summarizes the new communities reached, number of participants and hives colonization in FY16

CF site	Community	# of Participants	M	F	# of Hive Installed	# of hive colonized
Barconnie	Zordah	32	21	11	10	3
	Kaykay town	13	7	6	10	5
	Mandeh-Dou	16	9	7	10	4
District #4	Farr town	19	12	7	10	1
	Korjuah	23	23	0	10	3
TOTAL	5	103	72	31	50	16

Six gallons of honey harvested from three hives

Extension support in harvesting of honey was also provided to two groups (Korlay and Diallah) in Tappita. Korlay and Diallah harvested two and one hive respectively, which amounted to six gallons of honey. This is the first harvest since the groups were organized. Therefore, it was important for UOF staff to lead the harvesting process. PROSPER linked the farmers with Liberia Pure Honey (LPH), an organization that buys honey to negotiate for the purchase of the honey produced. The farmers negotiated with LPH and could sell their honey for \$120 USD for the six gallons.

Lessons Learned

The number of farmers interested in beekeeping and have attended the training sessions has been gradually falling. This was most noticeable among women, who traditionally have not participated in this occupation because of fear of bees. Women tend to refer to the men to manage their hives. However, this reduction in participation rate will not negatively affect the program goal, as it was anticipated during the design phase that people would drop out because of fear of bees, and because of the potential delay in seeing financial benefits from participation.

There has been a delay in the production of honey despite early colonization of hives due to limited availability of flowering trees in some communities, such as the Barconie community. The lesson learned is that though a hive may be colonized early, environmental issues like limited availability of fruit trees that will produce pollen and nectar for the bees to collect to make honey will delay production and limit volume. Beekeepers were advised to think about planting fruit trees such as oranges, improved oil palm, pineapple, etc. for long-term sustainability of their beekeeping and honey business. Another environmental condition that can delay honey production is the rainy season, as heavy rains will impede the movement of bees to collect pollens and nectar for honey production.

Strategic Adaptations

There are none to report.

CHARCOAL

In FY16, PROSPER hired an STTA consultant to assess the feasibility of developing Sustainable Charcoal and Mangrove Fuel Wood production enterprises in the Barconie community. At the end of the study, the consultant concluded that the woodlot option was not a viable alternative for PROSPER to pursue, due to the short time remaining on the project. He recommended the conduct of species and stocking intervention of the four CF blocks in Barconie through an STTA.

Lessons Learned

None to report

Strategic Adaptations

In FY17, Component 3 will collaborate with Component 2 to hire an STTA (Forest Management Specialist) as a follow-up assignment to conduct species and stocking inventories of four CF blocks in Barconie, and around the BGF area of Tappita, Nimba, to determine sustainable off-take for timber harvesting.

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

Three publications disseminated through the ACC and other technical committees (Result)

Major Achievements

- PROSPER attended eight of the nine meetings of the ACC, organized by the MoA. PROSPER presented an overview of its livelihood activities to the ACC in September, and distributed three agriculture publications. The agriculture publication distributed included a crop diversification training manual, a manual on oil palm nursery management, and a guide to oil palm out-planting and maintenance.
- PROSPER participated in all meetings of the Cocoa ACC Sub-Committee and in all Oil Palm ACC Sub-Committee meetings.

Lessons Learned

None to report

Strategic Adaptations

There are no strategic adaptations for this activity in Year 5.

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

RESULTS & DELIVERABLES (Q3)

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

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

Major Achievements

Submitted “Report on proposed best practices for community-based low impact timber harvesting in Liberia made available to stakeholders” in fulfillment of Deliverable 18.

Completed report on “A Methodological Guide for Inventories of Timber and Non-timber Forest Products”

- Deliverable 18 – This report was completed by the STTA William Cordero and submitted July 19, 2016. It was reviewed by USAID with feedback and is currently being reviewed by PROSPER. It will be submitted to USAID once USAID concerns are addressed.

LESSONS LEARNED

None to report.

STRATEGIC ADAPTATIONS

None to report.

6.0 PERFORMANCE MANAGEMENT

In December 2015, Tetra Tech ARD updated the PROSPER Performance Management Plan (PMP) to reflect current changes in program implementation and by December 3, 2015, USAID approved the revised PMP. The PROSPER PMP is a tool used both for reporting to USAID and for internal project learning and adaptive management. For this purpose, the PMP is grounded in a Results Framework (see Annex 3), which in turn is based on specific hypotheses about development:

- Strengthened institutions tasked with community-based forest management will create more equitable and transparent benefits from forests; this will lead to improved forest management and biodiversity conservation.
- Improved forest management will occur through increased authority and responsibility of communities to manage forests, and through a transformed relationship between communities, governmental agencies, private sector entities, civil society, and NGO actors.
- Finally, community-based livelihoods will improve because of the proposed intervention.

The Results Framework depicts the causal relationship between achievements resulting from specific program activities, which then roll up to the three, higher-level intermediate results (IRs) of PROSPER:

1. Increased educational and institutional capacity to improve environmental awareness, NRM, biodiversity conservation, and environmental compliance
2. Improved community-based forest management leading to more sustainable practices and reduced threats to biodiversity in targeted communities
3. Improved community-based livelihoods derived from sustainable forest and agricultural-based enterprises in targeted communities areas

In FY16Q3, Tetra Tech hired an STTA M&E Expert (Erika Dunmire) to conduct an internal DQA of the PROSPER M&E System. One of her recommendations included that PROSPER report progress based on Life of Project (LOP) projections as the program is in the final year of implementation. She noted that upon the reopening of the updated/upgraded version of USAID PIDS there were several inconsistencies with what had been reported and what PIDS was showing in the current records. PROSPER will work with the COR in the coming months to correct these inconsistencies.

In July 2016, PROSPER's M&E Team attended a three-day training workshop conducted by LSA on using the updated/upgraded USAID PIDS system. During this training, the updated/upgraded version of USAID PIDS was introduced and user accounts were created for PROSPER M&E staff.

During FY-16, all M&E data was timely entered USAID-Liberia's online PIDS for review and certification by USAID-PROSPER COR each quarter as required.

ATTAINMENT OF TARGETS

During FY16, PROSPER met or exceeded its Year 4 targets for 10 of the 18 indicators. Meanwhile, PROSPER has met or exceeded the LOP target for 13 of the 18 indicators as spelled-out in the 2015 approved PMP. In FY14 USAID requested PROSPER to prepare a table explaining all instances in which target attainment was 10 percent above or below the projected level. It is included in this report as Annex 4 below.

Details concerning PROSPER's attainment of targets in Year 4 are summarized in the Table I below.

Table 1: Attainment of PMP Indicator Targets in FY16

Performance Indicators and Types	Unit of Measure	FY 2016 Target	2016 Actual	FY 2016 % Actual vs Target	Notes
Intermediate Result 1: 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 – Custom/Outcome	#	3	2	67%	These figures have cumulative value. In FY-16, two institutions (MoE and FTI) were assessed using the Capacity Assessment tool to capture improvements. The indicator performance (LOP Actual/Target) is 2/4 which is 50 percent
Sub-Intermediate Result 1.1: Improved capacity of MoE to deliver formal and non-formal primary and adult education curricula on NRM and governance					
I.1.1: Percentage of MoE primary school students in targeted areas receiving education on environment and natural resources based on strengthened curriculum – Custom/Outcome	%	0	0	n/a	This indicator was dropped from PROSPER's list of indicators during implementing FY13
I.1.2: Percentage of MoE adult literacy centers in targeted areas using the environmental curriculum materials in their instruction – Custom/Outcome	%	0	0	n/a	This indicator was dropped from PROSPER's list of indicators during implementing FY13
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 – Custom/Outcome	#	40	83	208%	The 4 th Annual Outreach Activities brought together more CSO members. The indicator performance (LOP Actual/Target) is 153/100 which is 153 percent
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 – Custom /Output	#	90	36	40%	Progress on this indicator depends on FTI academic enrollment. PROSPER is working with the FTI administration to improve the delivery of the CF

Performance Indicators and Types	Unit of Measure	FY 2016 Target	2016 Actual	FY 2016 % Actual vs Target	Notes	
					curriculum. The indicator performance (LOP Actual/Target) is 107/225 which is 48 percent	
I.3.2: Number of individuals supported by program to conduct applied research at one or more of the program’s pilot sites – Custom/Output	#	15	29	193%	Significant progress has been made on this indicator. PROSPER has worked with the FTI administration in ensuring that students go on the field for applied research. This also provides a measure of the FTI’s capacity to provide students with opportunities to improve their skills on community forestry. The indicator performance (LOP Actual/Target) is 29/20 which is 145 percent	
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 – Custom/Output	#	4	14	350%	Presentation made to	# of presentations made
					Women NGOs Secretariat Association of Liberia (WONGOSAL)	1
					FDA and Partners	3
					FTI	1
					FDA and Partners	9
					The indicator performance (LOP Actual/Target) is 34/44 which is 77 percent	

Performance Indicators and Types	Unit of Measure	FY 2016 Target	2016 Actual	FY 2016 % Actual vs Target	Notes			
1.4.2: Number of presentations at County Development Committee meetings by communities on policy-related issues – Custom/Output	#	10	4	40%	Presentation made by		# of presentations made	
					Barconnie CFOC		2	
					District # 4 CFOC		2	
					The indicator performance (LOP Actual/Target) is 30/44 which is 68 percent			
Sub-Intermediate Result: 1.5: Increased capacity of Community Forestry Development Committees to develop effective, environmentally-sound development programs to use Forest Management Committee social agreement funds								
1.5.1: Number of community projects approved and funded by CFDC and NBST using the modified criteria to screen applications for environmental impacts – Custom/Outcome	#	0	0	n/a	This indicator was dropped from PROSPER’s list of indicators during implementing FY13			
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 because of USG assistance (ref: 2.1)– FACTS/Outcome	#	10,823 H	10,823	100%				
Sub-Intermediate Result 2.1: Increased community capacity for forest management								
4.8.1-26(b): Number of hectares under improved NRM because of USG assistance (ref: 2.1.1) – FACTS/Outcome	#	70,000 H	00 H	0%	•			
2.1.2: Number of community members trained in the management of their community forestry areas (e.g., biomonitoring, permitting) – Custom/Output	#	40	0	%	Target disaggregation by gender		Actual disaggregation by gender	
					Male	Female	Male	Female

Performance Indicators and Types	Unit of Measure	FY 2016 Target	2016 Actual	FY 2016 % Actual vs Target	Notes			
							399	163
					PROSPER has exceeded the LOP target for this indicator. The indicator performance (LOP Actual/Target) is 562/360 which is 156 percent			
2.1.3: Number of community members who have applied conflict management skills to manage land conflict issues – Custom/Outcome	#	35	20	57%	Target disaggregation by gender		Actual disaggregation by gender	
					Male	Female	Male	Female
					25	10	19	1
					The indicator performance (LOP Actual/Target) is 98/135 which is 73 percent			
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 – Custom/Output	#	10	0	0%	Target disaggregation by gender		Actual disaggregation by gender	
					Male	Female	Male	Female
					5	5	0	0
					PROSPER has exceeded the LOP target for this indicator. The indicator performance (LOP Actual/Target) is 108/70 which is 156 percent			
Sub-Intermediate Result 2.3: : Legal framework for community forestry and LTPR improved and simplified on the basis of recommendations from stakeholder consultations								
4.8.1-7: Number of policies, laws, agreements, or regulations promoting sustainable NRM and conservation implemented because of USG assistance (ref: 2.3.1) – Custom/Outcome	#	2	6	300%	<ul style="list-style-type: none">• Zor Community Rules and Guidelines for the Management of the Zor Community Forest• Guide and Template for CF			

Performance Indicators and Types	Unit of Measure	FY 2016 Target	2016 Actual	FY 2016 % Actual vs Target	Notes
					<p>Management Agreements, and Forest Community Constitutions and Bylaws</p> <ul style="list-style-type: none"> • Blei Community Rules and Guidelines for the Management of the Blei Community Forest • Forest Access and Resource Use Permit for both Community Members and Non-Community Members • Resolution of Internal Boundaries of the BGF by the People of Boe-Quilla, Sehzeuplay, Gbear-Gblor and Kparblee • Resolution of Internal Boundaries of the BGF by the People of Boe-Quilla and Kparblee <p>The indicator performance (LOP Actual/Target) is 15/13 which is 115 percent</p>
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 disseminated – Custom/Output	#	5	5	100%	<ul style="list-style-type: none"> • A Simple Guide on How to Form CF Governance Structures • Nine (9) Steps to an Authorized CF Radio Message in Simple English • Posters on Illegal Chainsaw Logging • Posters on Pee Pollination and Illegal Harvesting of Honey • Simple English Radio Message on the Community Rights Law <p>The indicator performance (LOP</p>

Performance Indicators and Types	Unit of Measure	FY 2016 Target	2016 Actual	FY 2016 % Actual vs Target	Notes			
					Actual/Target) is 15/21 which is 71 percent			
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 because of USG assistance (3.1) – FtF/Outcome	#	100	447	447%	Target disaggregation by gender		Actual disaggregation by gender	
					Male	Female	Male	Female
					50	50	234	213
					The indicator performance (LOP Actual/Target) is 1446/1390 which is 104 percent			
Sub-Intermediate Result 3.1: Increased number of sustainable agro/forest - based enterprises								
3.1.1: Number of new agribusiness/forestry enterprises formed to support program-assisted value chains – Custom / Outcome	#	7	14	200%	PROSPER has exceeded the LOP target for this indicator. The indicator performance (LOP Actual/Target) is 36/30 which is 120 percent			
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 (3.2.1) – FACTS/Output	#	400	426	107%	Target disaggregation by gender		Actual disaggregation by gender	
					Male	Female	Male	Female
					250	150	241	185
					The indicator performance (LOP Actual/Target) is 1429/1875 which is 76 percent			
4.5.2-5: Number of farmers and others who have applied new technologies or management practices because of USG	#	120	566	472%	Target disaggregation by		Actual disaggregation by	

Performance Indicators and Types	Unit of Measure	FY 2016 Target	2016 Actual	FY 2016 % Actual vs Target	Notes			
assistance – FtF/Outcome (former ref. 3.2.2)					gender		gender	
					Male	Female	Male	Female
					100	20	403	163
					PROSPER has exceeded the LOP target for this indicator. The indicator performance (LOP Actual/Target) is 1102/560 which is 197 percent			
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 -- Custom/Output	#	2	3	150%	Three publications were disseminated through the ACC Meeting. The indicator performance (LOP Actual/Target) is 7/10 which is 70 percent			
Sub-Intermediate Result 3.4: Improved data on greenhouse gas content (especially carbon) present in forest areas under different management regimes								
3.4.1: Number of test plots generating data on greenhouse gas content (especially carbon) to inform decision makers regarding appropriate mitigation and adaptation strategies to minimize climate change – Custom/Outcome	#	0	0	n/a	This indicator was dropped from PROSPER's list of indicators during implementing FY13			

7.0 ANNEXES

ANNEX I: STAFF LIST (31 SEP 2016)

	Total	Per Site	Last	First	Location	Title	Org	Comments
Tech	1	1	Meadows	Paul	Monrovia	Chief of Party	Tetra Tech	
Tech	2	2	Cole	Eugene	Monrovia	Deputy Chief of Party	Tetra Tech	
Tech	3	3	Aldinger	Peter	Monrovia	FDA Advisor	Tetra Tech	
Tech	4	4	Vesselee	Martin	Monrovia	Deputy Lead, Component 2	Tetra Tech	
Tech	5	5	Jackson	Nobeh	Monrovia	Deputy Lead, Component 1	Tetra Tech	
Tech	6	6	Johnson	T. Doe	Monrovia	Education Advisor	NAEAL	
Tech	7	7	Gartayn	Vivian	Monrovia	Outreach and Communication Advisor	Tetra Tech	New in FY16Q2
Tech	8	8	Akoi Forkpa	Laveto	Monrovia	Lead LEDA	ACDI/VOC A	
Tech	9	9	Queejay	Marvelous	Monrovia	Senior Field Coordinator	ACDI/VOC A	
Tech	10	10	Miller	Esthella	Monrovia	Gender Integration Officer	Tetra Tech	
Tech	11	11	Glaydor	Garnahweh	Monrovia	Monitoring and Evaluation Officer	Tetra Tech	
Tech	12	12	Belleh	Harris	Monrovia	Monitoring and Evaluation Officer	Tetra Tech	New in FY16Q3
Tech	13	13	Ndorbor	Macdonald	Monrovia	GIS	Tetra Tech	
Tech	14	14	Thompson	Daniel	Monrovia	Business Development Specialist	Tetra Tech	
Tech	15	15	Dunbar	Audrill	Monrovia	FDA Liaison	FDA	New in FY16Q3
Adm	16	16	Tarr	Vera	Monrovia	Office Manager	Tetra Tech	
Adm	17	17	Williams	Joshua	Monrovia	Finance Manager	Tetra Tech	
Adm	18	18	Mulbah	Henry	Monrovia	Finance Officer	Tetra Tech	
Adm	19	19	Paye	Edward	Monrovia	Administrative/Finance Assistant	Tetra Tech	
Adm	20	20	Wheigar	Sando	Monrovia	Procurement/Contracts Officer	Tetra Tech	
Adm	21	21	Sartee	Alvis	Monrovia	Administrative Operations Officer	Tetra Tech	
Adm	22	22	Dugbeh	Sam	Monrovia	Administrative /Finance Assistant	Tetra Tech	
Adm	23	23	Saylee	Moses	Monrovia	Caretaker	Tetra Tech	
Adm	24	24	Johnson	Frederick	Monrovia	Head Driver	Tetra Tech	

	Total	Per Site	Last	First	Location	Title	Org	Comments
Adm	25	25	Dukuly	Abraham	Monrovia	Driver	Tetra Tech	
Adm	26	26	Habah	John	Monrovia	Driver	Tetra Tech	
Adm	27	27	Weltee	Othello	Monrovia	Driver	Tetra Tech	
Adm	28	28	Boykai	Joel	Monrovia	Driver	Tetra Tech	
Adm	29	29	Kollie	Henry	Monrovia	Driver	Tetra Tech	
Adm	30	30	Gant	Garretson	Monrovia	Driver	Tetra Tech	
Adm	31	31	Goflee	Evelyn	Monrovia	Caretaker	CJPS	
Tech	32	1	Paypay	William	Sanniquellie	Acting Forestry Officer/Head of Office	NAEAL	New in FY16Q3
Adm	33	2	Koffa	Ben	Sanniquellie	Field Office Administrator	Tetra Tech	
Tech	34	3	Johnson	Jallah	Sanniquellie	Driver	Tetra Tech	New in FY16Q2
Tech	35	4	Nyumah	John	Sanniquellie	Coordinator	NAEAL	
Tech	36	5	Kpehe	James	Sanniquellie - Zor	Mobilizer	NAEAL	New in FY16Q4
Tech	37	6	Gomah	Marcus	Sanniquellie	Mobilizer - Sehyi	NAEAL	
Tech	38	7	Wruor	Garsaynee	Sanniquellie	Mobilizer - Gba	NAEAL	
Tech	39	8	Saye	Ruth	Sanniquellie	Coordinator	CJPS	
Tech	40	9	Karnga	Yancy	Sanniquellie - Gba	Mobilizer	CJPS	New in FY16Q4
Tech	41	10	Baimie	Chyrrei	Sanniquellie	Mobilizer - Sehyi-geh	CJPS	
Tech	42	11	Deemie	Michael	Sanniquellie	Mobilizer - Zor	CJPS	
Tech	43	12	Dahn	Julius	Sanniquellie	Caretaker	CJPS	
Tech	44	13	Zonen	Leona	Sanniquellie	Field Facilitator - Sehyi-geh	ACDI/VOC A	
Tech	45	14	Kerkula	Thomas	Sanniquellie	Coordinator	ACDI/VOC A	
Tech	46	15	Kennedy	Wilmot	Sanniquellie	Field Facilitator - Zor - Zorgowee	ACDI/VOC A	
Tech	47	16	Zayzay	Joseph	Sanniquellie	Extension Officer - Sanniquellie	FDA	
Tech	48	1	Biah	D. Nuah	Tappita	Forestry Officer/Head of Office	Tetra Tech	
Tech	49	2	Maximore	Gibson	Tappita	Field Office Administrator	Tetra Tech	
Tech	50	3	Nambo	Francis V. A.	Tappita	Driver	Tetra Tech	New in FY16Q2

	Total	Per Site	Last	First	Location	Title	Org	Comments
Tech	51	4	Brisbane	Joseph	Tappita	Coordinator – Tappita	NAEAL	
Tech	52	5	Quaye	Williamson	Tappita	Mobilizer - Gbear-Gblor	NAEAL	
Tech	53	6	Nuahn	Jarvis	Tappita - Boe-Quilla	Mobilizer	NAEAL	New in FY16Q4
Tech	54	7	Toublon	Alphonso	Tappita - Sehzuplay	Mobilizer	NAEAL	New in FY16Q4
Tech	55	8	Jackson	B. Nelson	Tappita - Kparblee	Mobilizer	NAEAL	New in FY16Q4
Tech	56	9	Younquoi	Viola	Tappita	Coordinator -	CJPS	
Tech	57	10	Lorseh	Arthur	Tappita	Mobilizer - Gbear-Gblor	CJPS	
Tech	58	11	Tarr	S. Max	Tappita - Boe-Quilla	Mobilizer	CJPS	New in FY16Q4
Tech	59	12	Sangar	Martin	Tappita	Mobilizer - Kparblee	CJPS	
Tech	60	13	Gibson	Sam	Tappita	Caretaker	CJPS	
Tech	61	14	Quaye	Sampson	Tappita	Coordinator Tappita	ACDI/VOC A	
Tech	62	15	Wehyie	Patrick	Tappita	Field Facilitator - Boe-Quilla	ACDI/VOC A	
Tech	63	16	Kamara	Mcdonald	Tappita	Field Facilitator - Kparblee	ACDI/VOC A	
Tech	64	17	Dwana	John	Tappita	Argo Forestry Ranger - Tappita	FDA	
Tech	65	1	Gibson	Eugene	Buchanan	Forestry Officer/Head of Office	Tetra Tech	
Adm	66	2	Ville	James	Buchanan	Field Office Administrator	Tetra Tech	
Adm	67	3	Manobah	Folley	Buchanan	Driver	Tetra Tech	
Tech	68	4	Kennedy	Winifred	Buchanan	Coordinator	NAEAL	
Tech	69	5	Gorvego	Roland	Buchanan	Mobilizer District 4	NAEAL	
Tech	70	6	Blama	Aloysius	Buchanan	Mobilizer Barconnie	NAEAL	
Tech	71	7	Folley	Isaac	Buchanan	Coordinator	CJPS	
Tech	72	8	Yankoon	Christian	Buchanan - Kpogben	Mobilizer	CJPS	New in FY16Q4
Tech	73	9	Davids	Robertson	Buchanan	Mobilizer - Barconnie	Tetra Tech	
Adm	74	10	Johnson	Rufus	Buchanan	Caretaker	CJPS	
Tech	75	11	Mynen	Joe	Buchanan	Coordinator	ACDI/VOC A	
Tech	76	12	Newman	Kollie	Buchanan	Field Facilitator District 4	ACDI/VOC	

	Total	Per Site	Last	First	Location	Title	Org	Comments
							A	
Tech	77	13	Kpainay	Joseph	Buchanan	Regional Extension Officer, Grand Bassa County	FDA	
Tech	78	14	Johnson	Boima	Buchanan	Agro Forestry Ranger District 4	FDA	
Tech	79	1	Yoko	B. Daniel	Gbarpolu	Field Coordinator	CJPS	Transferred
Tech	80	2	Benson	Josiah	Sinoe	Field Coordinator	CJPS	Transferred
Tech	81	3	Sayekea	Ophelia	Grand Gedeh	Field Coordinator	CJPS	Transferred
Tech	82	4	Gayflor	Joseph	Gbarpolu	Field Coordinator	NAEAL	Transferred
Tech	83	5	Dweh	Oliver	Sinoe	Field Coordinator	NAEAL	Transferred
Tech	84	6	Mahn	Robert	Grand Gedeh	Field Coordinator	NAEAL	Transferred

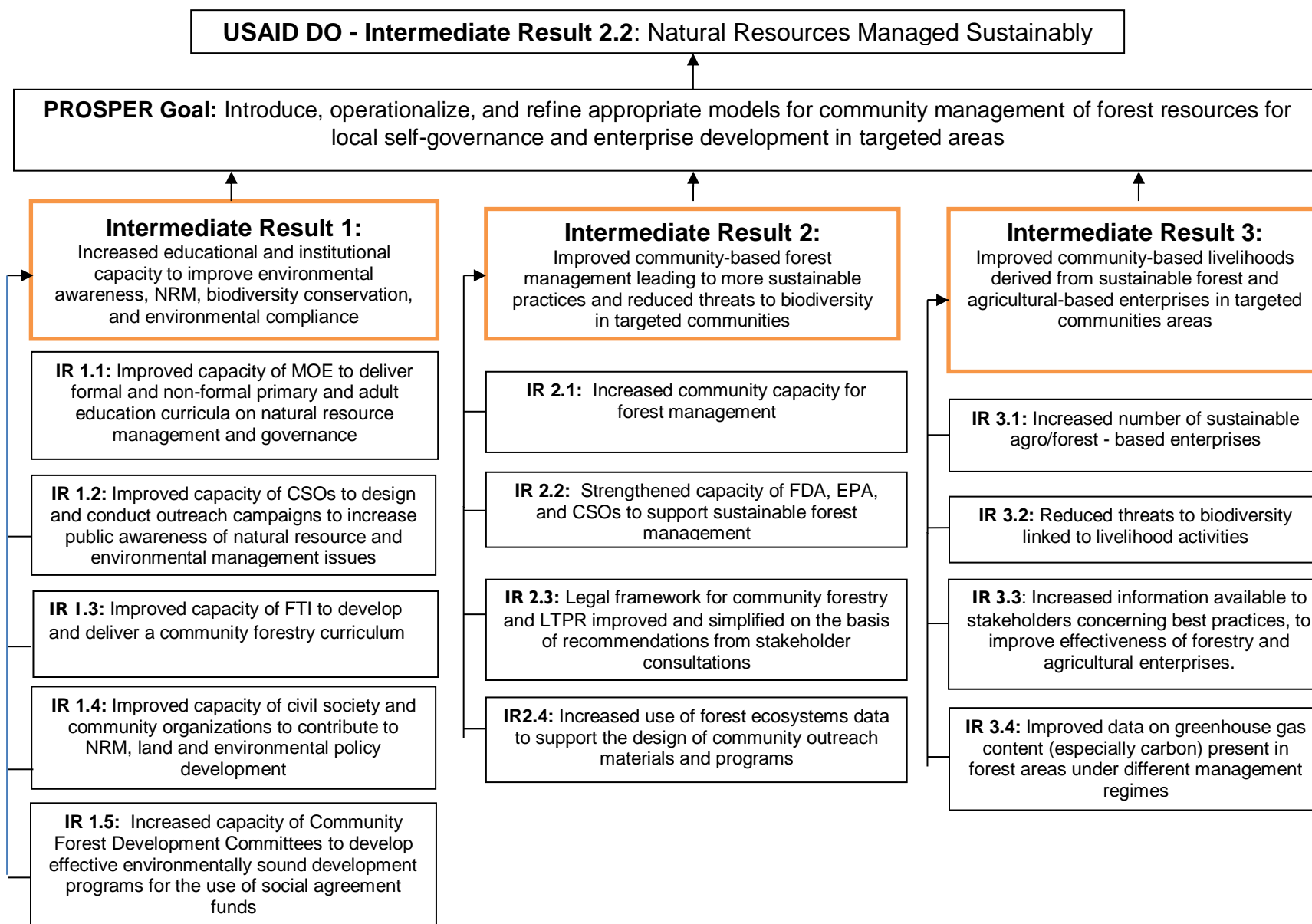
ANNEX 2: LIST OF REPORTS SUBMITTED FY16

Title	Reference (Deliverable/Reporting Requirement)	Submission Date	Approved
FY16 Annual Report	RR-8	October 30, 2016	
FY16Q4 Quarterly Accruals Report	RR-7	September 6, 2016	NA
FY16Q4 Quarterly Financial Report	RR-6	October 30, 2016	NA
FY17 Annual Work Plan & Budget	RR-1	September 20, 2016	Pending
Del. 9a - Community Forestry Issuance Handbook	D-9a	September 30, 2016	Pending
FY16Q3 Quarterly Report	RR-5	July 27, 2016	Pending Approval
FY16Q3 Quarterly Accruals Report	RR-7	June 16, 2016	NA
FY16Q3 Quarterly Financial Report	RR-6	July 27, 2017	NA
FY16Q2 Quarterly Report	RR-5	April 18, 2016	Approved July 12, 2016
FY16Q2 Quarterly Accruals Report	RR-7	March 13, 2016	NA
FY16Q2 Quarterly Financial Report	RR-6	April 18, 2016	NA
STTA Report - Dunmire - M&E Consultant	RR-12	June 28, 2016	NA
STTA Report - Cordero - Inventory/Landuse	RR-12	July 19, 2016	NA
STTA Report - Gunthe - GIS Specialist	RR-12	Pending	NA
STTA Report - Wilson - EE Curriculum Review	RR-12	Pending	NA
Del. 18 - Report on proposed best practices for community-based low impact timber harvesting in Liberia made available to stakeholders	D-18	Submitted July 19, 2016	USAID reviewed and sent back for clarification - Pending Tetra Tech review
Del. 11a - Assessment	D-11a	June 18, 2016	Approved July 13, 2016
Del. 15a - Assessment	D-15a	June 18, 2016	Approved July 13, 2017
Del. 17a - Assessment	D-17a	June 18, 2016	Approved July 13, 2018
Del. 13a - Annual Revision of Biomonitoring Handbook	D-13a	May 4, 2016	Approved August 15, 2016

Title	Reference (Deliverable/Reporting Requirement)	Submission Date	Approved
Del. 9 - Community Forestry Issuance Handbook	D-9	April 27, 2016	Approved June 1, 2016
Del. 16 - Agriculture and Community Forest Enterprise Management Manual - ACDI/VOCA	D-16	April 5, 2016	Approved April 29, 2016
Del. 4a - Assessment of Environmental Curriculum Materials in collaboration with partners	D-4a	July 27, 2016	Approved August 29, 2016
Del. 24 - Year 1 Education Review Workshop with the CDWG to review lessons learned, best practices, and to assess the development of formal and non-formal curricula	D-24	July 27, 2016	Approved August 29, 2016
Del. 26d - Three Policy Briefs - P. Aldinger	D-26(d)	April 1, 2016	Approved June 24, 2016
Del. 17 - Series of brochures, radio programs, community theater, and video products developed to support community-based forest product and agricultural enterprises in Liberia	D-17	April 11, 2016	Approved June 20, 2016
FY16Q1 Quarterly Report	RR-5	January 22, 2016	Approved March 2, 2016
FY16Q2 Quarterly Accruals Report	RR-7	March 13, 2016	NA
FY16Q2 Quarterly Financial Report	RR-6	TBD	NA
STTA Report -Litz - Rules and Permits of CF's	RR-12	January 22, 2016	NA
STTA Report - Kindberg - Outreach Materials	RR-12	TBD	NA
STTA Report -Aldinger - Policy Briefs	RR-12	April 1, 2016	NA
STTA Report - Gunthe - GIS Advisor	RR-12	April 5, 2016	NA
STTA Report -Hagen - Sustainable Charcoal	RR-12	February 24, 2016	NA
STTA Report - Dunmire - M&E Consultant	RR-12	January 15, 2016	NA
Del. 16 - Agriculture and Community Forest Enterprise Management Manual - ACDI/VOCA	D-16	April 5, 2016	Approved April 16, 2016
Del. 26d - Three Policy Briefs - P. Aldinger	D-26(d)	April 1, 2016	Approved June 24, 2016

Title	Reference (Deliverable/Reporting Requirement)	Submission Date	Approved
Del. 17 - Series of brochures, radio programs, community theater, and video products developed to support community-based forest product and agricultural enterprises in Liberia	D-17	April 11, 2016	Approved June 20, 2016
Del. 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	D-12	January 22, 2016	Approved February 1, 2016
FY16 Annual Work Plan & Budget	RR-1	October 8, 2015	Approved 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 Report	RR-5	January 22, 2016	March 2, 2016
FY16Q1 Quarterly Accruals Report	RR-7	December 18, 2015	NA
FY16Q1 Quarterly Financial Report	RR-6	January 22, 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
Del. 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	D-23	September 29, 2015	Approved January 29, 2016

ANNEX 3: PROSPER RESULTS FRAMEWORK



ANNEX 4: EXPLANATION FOR PROSPER FY15 TARGET ATTAINMENTS +/-10 PERCENT OF PROJECTIONS

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
I.1 Number of institutions with increased capacity to improve environmental awareness, NRM, biodiversity conservation, and environmental compliance – <i>Custom/Outcome</i>	3	2	67%

In FY-16, PROSPER targeted three institutions and efforts were made to assess two of the three institutions capacities; MoE and FTI both Baselines and Endlines. More efforts will be made in FY 17 to show improvement in the remaining institution (CFWG). PROSPER is working directly with the department of Primary Schools Curriculum Development within the MoE and the Department of Community Forestry within the FDA with the intention of increasing their capacity to improve environmental awareness, NRM, biodiversity conservation, and environmental compliance. Capacity Assessment Tools were completed for each of the above institutions to show pre-intervention and current scores.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
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>	40	83	208%

PROSPER set a target of 40 for this indicator in FY-16 but exceeded this target by 208 percent. The 4th Annual Outreach Campaign activities brought together more CSO members than projected. Number of CSOs/Community base organizations participating in the 4th Annual Outreach and Rollout Campaigns at different field levels included: ACORD, SDI, SCNL, FFS, FCI, FEE, RICCE, CIS, SCWC, SAMFU, CIS, CFMBs and etc. Best practices includes:

- Participatory Program Design
- Pretesting
- Modify, Revise, and Reproduce Content of Outreach materials
- Monitoring & Evaluation of outreach campaign

PROSPER has exceeded the LOP target for this indicator by 153 percent.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
I.3.1: Number of technical/vocational students trained in revised FTI curriculum incorporating community forestry elements – <i>Custom /Output</i>	90	36	40%

PROSPER targeted 90 students for FY-16 but after conducting in-class observations and a follow-up performance evaluation with the students at FTI and a final evaluation by the FTI administration 36 students completed their training in the revised CF curriculum. PROSPER could not achieve 100 percent of this target because progress on this indicator depends on the FTI enrollment.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
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>	15	29	193%

In FY 16, PROSPER in collaboration the FTI administration worked with the FTI students in conducting applied research on “Sustainable Charcoal and Mangrove Fuel Wood Production” in Grand Bassa County and a follow-up research on identifying NTFP species in Grand Bassa and Nimba Counties. This exercise provided a measure of the FTI capacity to provide students with opportunities to improve their skills on Community Forestry. 15 students were targeted by PROSPER but 29 students benefited from this exercise.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
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>	4	14	350%

In FY-16 PROSPER targeted four policy briefings and presentations and was able to achieve 350 percent of the target. In Q1, one presentation on Experiences of Gender Inclusive Community Forest Management was presented to the Women NGOs Secretariat Association of Liberia (WONGOSAL), in Q2 three policies were presented to FDA and partners; in Q3 one presentation was presented on Growing Gender and Social Mainstreaming in the Forest Sector of Liberia at the FTI campus; and in Q4 nine policies were presented to FDA and partners: Good Laws, Weak Implementation, Promoting Transparency and Accountability in the CF Management, Forest Resource Rights in an Evolving Policy Environment, Protected Area Expansion etc.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
1.4.2: Number of presentations at County Development Committee Meetings by communities on policy-related issues – Custom/Output	10	4	40%

In FY 16 Due to the suspension of the county development steering committee meetings in Nimba County, community forest organizations could not present their forest related issues in Nimba County. However, elsewhere in Grand Bassa County, the CF leaders presented four presentations at the CDSC meetings. Later during Q4 the CDSC was also suspended in Grand Bassa County due to transition in the county leadership. PROSPER could not achieve 100 percent of this target due to these suspensions.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
4.8.1-26 (a): Number of hectares in areas of biological significance under improved management because of USG assistance (ref: 2.1) – <i>FACTS/Outcome</i>	10823 H	10823 H	0%

For Indicator 4.8.1-26(a) PROSPER supports management of the ENNR through training to members of the CF that are involved in co-management of the ENNR, and support for implementation of its management plan. The 13.5K hectares achieved in FY13 refers to this target. The Gba Community Forestry area lies within a Proposed Protected Area that was identified through a multi-stakeholder state-supported process. By USAID's definition, this area, like the ENNR, is considered an "area of biological significance". Discussions to include the Gba CF have been on-going with USAID and L-MEP since 2013. Accordingly, it is proposed that this area be counted under this indicator. A proposed CF Management Plan is currently being implemented but has not yet been approved by FDA.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
4.8.1-26 (b): Number of hectares under improved NRM because of USG assistance (ref: 2.1.1) – <i>FACTS/Outcome</i>	70,000 H	00 H	0%

PROSPER program in collaboration with the FDA and partner organizations have made significant efforts in promoting community forestry in Liberia to support communities acquire authorized forest status. This process is ongoing in eight of the program pilot sites. Even though this process/exercise is prolonged due to moratorium, slow approval from FDA to start demarcation, and educating forest dwellers on forestry related issues, significant progress has been made in accomplishing this target. Note that the target is a cumulative value.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
2.1.2: Number of community members trained in the management of their community forest areas – Custom/Output	40	0	0%

PROSPER has exceeded the LOP target for this indicator by 156 percent. During FY-16, no progress was made on this indicator.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
2.1.3: Number of community members who have applied conflict management skills to manage land conflict issues – <i>Custom/Outcome</i>	35	20	57%

For FY 16, a target of 35 was set. PROSPER in collaboration with FDA made tremendous efforts in working with the communities at the project field sites in preparing the CF leaders and members of the communities to participate in the demarcation and re-cleaning exercises of their various CF boundaries. Even though PROSPER was unable to achieve 100 percent of this target, tremendous efforts were made in achieving 57 percent as CF leaders and community dwellers were able to amicably resolve land conflict all by themselves by applying conflict management skills.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
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>	10	0	0%

PROSPER has exceeded the LOP target for this indicator by 156 percent. During FY-16, no progress was made on this indicator, however, PROSPER continues to collaborate with FDA, EPA and other CSO partners to support forest governance structures associated with sustainable forest management.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
4.8.1-7 Number of policies, laws, agreements, or regulations promoting sustainable NRM and conservation that are implemented as a result of USG assistance (ref: 2.3.1) – <i>Custom/Outcome</i>	2	6	300%

In FY16 a target of two was set but the project was able to achieve 300 percent in FY-16. PROSPER has exceeded the LOP target of this indicator by 115 percent. Continuous progress is anticipated in FY-17.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
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4.8.1-6: Number of people with increased economic benefit derived from sustainable NRM and Conservation as result of USG assistance – <i>FtF / Outcome(ref. formerly ind. 3.1)</i>	100	447	447%
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The FY-16 target for this indicator was set for 100, but PROSPER through the livelihood component was able to exceed this target by 447 percent. This improvement accounts for 104 percent of the LOP target for this indicator.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
3.1.1: Number of new agribusiness/forestry enterprises formed to support program-assisted value chains -- <i>Custom/Output</i>	7	14	200%

The target for this indicator in FY-16 was set at seven, but due to PROSPER outreach and awareness campaign and the continuous engagement of various forest users groups by PROSPER Livelihood team more new agribusinesses/forest enterprises were formed. In FY-16, more applications came from Southern Nimba than other community within PROSPER targeted zones. PROSPER has exceeded the LOP target for this indicator by 120 percent and more progress is anticipated in FY-17.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
4.5.2-5 : Number of farmers and others with applied new technologies or management practices because of USG assistance – <i>FtF/Outcome(3.2.2)</i>	120	566	472%

The FY-16 target set for this indicator is 120. Even though PROSPER has exceeded the LOP target for this indicator, continuous progress has been shown in FY-16 by 472 percent. This proves to some extent that because of USG assistance, farmers and others in PROSPER targeted zones are now shifting from the old method of farming to applying new technology by the use of more improved methods such as using compost, building of mounds and ridges, and using watering machines or cans.

Performance Indicators and Types	FY 16 Target	FY 16 Actual	FY 2016 % Actual vs Target
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>	2	3	150%

The FY-16 target was two extension publications but three publications were disseminated through the Agriculture Coordinating Committee meeting. Distribution of these publications to the various agro-business enterprises is ongoing in Northern Nimba, Southern Nimba, and Grand Bassa Counties.

ANNEX 5: DELIVERABLES

During FY16, the following deliverables were scheduled for submission:

Activity Reference	No.	Sub No.	Deliverable	Original DUE DATE	Revised DUE DATE per FY16 AWP	STATUS	COMMENTS
1.1	23	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	Five months from the start date of contract	FY15Q4	Approved	Submitted to USAID on 29 Sept 2015. Approved 29 Jan 2016
2.4	13	13a	Annual revision of Deliverable 13	End of Year 2	FY16Q1	Approved	Submitted 4 May 2016 to USAID. Approved by COR 15 Aug 2016
2.1	12	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.	December 2014 with annual revisions (end of Years 4 and 5) in partnership with FDA and other local actors	FY16Q1	Approved	Submitted 22 January 2016. Approved by COR 1 Feb 2016
3.1	16	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.	Three years from the start of the contract (May 2015), with annual revisions (end of Years 4 and 5) in partnership with FDA and other local actors	FY16Q1	Approved	Submitted 5 April 2016. Approved 29 April 2016 by ACOR (Mulbah Jackollie)
3.1/1.2	17	17	Series of brochures, radio programs, community theater, and video products developed to support community-based forest product and agricultural enterprises in Liberia	Starting by end of second year of contract with additional materials being developed throughout the contract (an assessment of the efficacy of these approaches will be performed at the end of Years 3 and 5 of the contract)	FY16Q1	Approved	Approved 20 June 2016 by COR.
1.5	9	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.	September 30, 2015 with annual revisions (end of FY16 and end of project, May 2017) in collaboration with FDA, CFWG, VPA SU, and other partners."	FY16Q1	Approved	Approved by COR June 1, 2016. Comments and suggestions by COR will be incorporated with revision 9a in Sept 2016
2.1/1.2	15	15a	Assessment of Deliverable 15	End of Year 3	FY16Q2	Approved	Submitted 18 June 2016. COR approved 13 July 2016
1.1	24	24	Year 1 Education Review Workshop with the CDWG to review lessons learned, best practices, and to assess the development of formal and non-formal curricula	Twelve months from the start date of the contract	FY16Q2	Approved	Submitted 27 July 2016. Approved by COR 29 Aug 2016.
1.2	11	11a	Assessment of Deliverable 11	End of Year 3	FY16Q2	Approved	Submitted 18 June 2016. COR approved 13 July 2016
1.1	4	4a	Assessment of Environmental Curriculum Materials in collaboration with partners	End of year 4	FY16Q3	Approved	Submitted 27 July 2016. Approved by COR 29 Aug 2016.
2.3	26	26d	Deliverable 26 - Three Policy Briefs	End of Year 4	FY16Q3	Approved	Submitted 1 April 2016. COR Approved June 24, 2016
3.1/1.2	17	17a	Assessment of Deliverable 17	End of Year 3	FY16Q4	Approved	Submitted 18 June 2016. COR approved 13 July 2018
3.4	18	18	Report on proposed best practices for community-based low impact timber harvesting in Liberia made available to stakeholders.	Four years after the start of the contract	FY16Q3	Submitted	Submitted 19 July 2016. COR comments received. TTARD providing review
1.5	9	9a	Annual Revision of Deliverable 9		FY16Q4	Submitted	Submitted 30 Sept 2016. Being reviewed by COR
1.2	5	5a	Formal Assessment of Deliverable 5.	End of Year 4	FY16Q2	In Process	STTA Wilson to complete
2.3	14	14b	Deliverable 14 - Support of Legislative Reform Efforts	End of Year 4	FY16Q3	In Process	FDA - Aldinger - Harmonization Plan if Legislative approval needed. Currently being reviewed by FDA. Topic approved by COR on 19 Sept 2016 email..
1.2	6	6a	Revision of Deliverable 6 in collaboration with partners	End of Year 4	FY16Q4	In Process	STTA Wilson to complete
2.4	13	13b	Annual revision of Deliverable 13	End of Year 3	FY16Q4	In Process	FFI is working on this. To be combined with 13c and 13d into a simplified Biomonitoring Handbook per COR Approval on Oct 3, 2016 email. DUE FY17Q2
3.1	16	16 a	Annual Revision of Deliverable 16	End of Year 4	FY16Q4	In Process	ACDI to complete in FY17Q1
1.3	8	8b	Annual Revision	end of Year 4	FY16Q4	Not Done	STTA Bauer to work on this. SOW is being developed. To be combined with 8C per COR approval on Oct 3, 2016 email
2.1	12	12a	Annual Revision of Deliverable 12	End of Year 4	FY16Q4	Not Done	FY17Q2 - To Be Combined with 12b per COR approval on Oct 3, 2016 email

U.S. Agency for International Development
Liberia Mission
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