

GreenCOM Summary Report

Lebanon Delivery Order

PCE-Q-00-93-00069-00 (Task order #24)

Submitted: May 26, 1998

1. Type of activity: Community-level environmental assessment and participatory methodology

Geographical area: Lebanon

Dates of activity: September 22, 1997 - March 2, 1998

Team composition: Participatory Specialist -- Mona Habib
Environmental Specialist -- Mohamed Khawlie
Home Office Backstop -- Mary Sebold
Senior EE&C Specialist -- Mona Grieser

2. Objective of the activity: provide to USAID/Lebanon and its PVO partners an overview of environmental problems, issues, needs, and opportunities at the community level in Lebanon and to carry out an assessment in accord with the scope of work (cf. Attachment 1).

3. Activities performed:

The contractor carried out the scope of work, holding a preliminary PVOs' meeting on October 29, 1997, the Partners' Workshop from November 5-7, 1997, conducting the field assessment from November 10-December 5, 1997, and concluding with the Revision Workshop on the Use of Assessment of the Toolkit from January 6-8, 1998.

The October meeting was attended by the following PVOs: the YMCA, the Pontifical Mission, the Cooperative Housing Foundation, Creative Associates, and Mercy Corps. In November and January, World Vision was also present

As called for by the scope of work, the contractor has submitted the following deliverables:

- a. the draft workplan (submitted directly to Mr. Spike Stephenson, USAID/Lebanon by our consultants in Beirut)
- b. the community-level rapid environmental assessment
- c. the toolkit, in English and Arabic

d. this administrative report providing an overview of all DO activity; financial information; and an annex that includes the toolkit

4. Summary of technical reports:

The contractor delivered reports on each workshop and on the field assessment, as well as the Toolkit.

The field assessment covered thirty-six villages in four districts of rural Lebanon. In each, the GreenCOM team and their local colleagues met with local people and their leaders to discuss ongoing projects and village needs. The team collected general background information on the village, and then discussed environmental issues of direct import to that site. Examples included: protection of crops from storm damage, better drainage, planting trees to lessen wind damage, location of a new market, disposal of wastewater, disposal of organic waste. In each village, the environmental issues were different. On the basis of these visits and observations, the team made their conclusions and recommendations.

The Participatory Environmental Rapid Assessment (PERA) Toolkit was then developed on the basis of the needs of these communities. Once drafted, the Toolkit was tried out in the field, and revised on that basis. Divided into sections, the Toolkit takes the user through all the steps of PERA. These include the characteristics of, and techniques used in, PERA; who should be on a PERA team; data-gathering techniques such as direct observation, semi-structured interviews, etc.; geographic data, historical trends, and seasonal calendars; data-presentation techniques, such as charts and matrices; data-based planning for resource conservation, with monitoring and evaluation of the results.

5. Potential needs of, or opportunities for, future assistance

The GreenCOM team recommended:

- A collective approach should be utilized to treat the subject of solid-waste disposal and sewage in groups of cluster villages across the rural areas of Lebanon.
- An awareness program needs to be developed and disseminated among farmers concerning the kind, amount, and timing of the use of chemical fertilizers and pesticides. Concern should be focused not to allow chemical pollution to affect water sources and soil.
- Technology transfer, of proven, environmentally sound technologies of recycling, should be implemented. Sewage would be converted to organic fertilizer and biogas, while solid waste would be separated into organic and inorganic materials, then composted for use as fertilizer.
- Better use of water resources can be made by building small dams at technically and environmentally suitable places, to collect water to be used in the dry season. These dams would protect the villages and farmlands below them from landslides and floods.

- A system of quality control coupled with continuous local monitoring should be agreed upon by local authorities and stakeholders. A capacity-building program should be implemented to support this effort.
- An awareness campaign should be mounted focusing on environmentally sound practices. In the schools, an environmental education program should be developed and promoted, focusing on the impact of human behavior on the environment. A similar program should be mounted for professionals.
- Since severe weather, with destructive rains and floods, are all too common, ways to lessen their negative effects on the farming sector and the rural communities are needed.
- Environmental assessments should involve all the stakeholders – including villagers, women, and schoolchildren.
- Stakeholders should participate in the development of environmental measures right from the start.
- The environmental value of some traditional farming practices needs to be acknowledged and fostered.

6. Financial Summary

Labor	\$70,500
Travel	19,200
ODCs	<u>6,800</u>
	\$96,500

Attachment 1 - Scope of Work

The contractor will work closely with PVO partners in the conduct of a rapid, community-level assessment of environmental problems, issues, needs and opportunities for community directed action in four representative clusters of villages in five geographical areas of rural Lebanon. The four clusters will be pre-selected by USAID/Lebanon as representative of each region the assessment will provide USAID/Lebanon and its partner organizations with a broad overview of environmental problems and concerns across four geographic areas, as well as the identification and characterization of local stakeholders and the role they can play in community-directed activity to address these problems. Additionally, the Contractor will assess local institutional capacity as potential resources in the delivery of environment-related programs at the local level.

Based on findings from this initial rapid assessment, the Contractor will develop a participatory environmental assessment methodology or tool-kit for PVO partners to use as a model across all clusters to assess environmental conditions and mobilize communities to address common concerns. The methodology must be adaptable, and as much as possible, build on existing skills, experience, and approaches used by the PVOs in the field. The contractor will provide an orientation workshop in the use of the methodology.

A core consultant team will provide leadership and technical assistance in implementation over the life of this Delivery Order, consisting of a Team Leader/EE&C specialist and an Environmental Specialist. The team will be responsible for the tasks as outlined below. In addition, and at no salary cost to this Delivery Order (salary covered in GreenCOM's Core Contract), GreenCOM's Senior Technical Advisor in EE&C will contribute a minimum of two weeks equivalent to provide support and guidance for the consultant team; first, to participate in the initial partners' meeting and planning workshop; secondly, to participate in the orientation for PVO managers in the use of the toolkit. GreenCOM will ensure that the participatory environmental assessment tool-kit is made available to a wide range of audiences in USAID and the EE&C community. Additionally, GreenCOM's Director for Applied Research and Evaluation will provide a minimum of one week equivalent to provide guidance in the development of data gathering instruments for the initial rapid assessment and in the development of the toolkit. Funding is provided under this delivery order for Washington, D.C. GreenCOM backstop as follows: 10 days equivalent for technical backstop; 4 days equivalent for financial backstop; 18 days equivalent for secretarial backstop.

Task One: Partners Meeting

The Contractor will convene a 4-day meeting in Beirut, for approximately 20 participants that includes three PVO managers from each of the four target clusters; and USAID/Lebanon representation as appropriate. The core consultant team will facilitate the workshop, with assistance from GreenCOM's Senior EE&C Advisor. Following the Partners meeting, the core

team will meet individually with each PVO team responsible for management of the target clusters to gather more specific information and review workplans for the future.

The purpose of the partners meeting is to:

- discuss and agree upon roles, responsibilities and the overall scope of work;
- discuss target cluster socio-economic characteristics, environmental conditions;
- discuss proposed rapid assessment methodology and data collection instruments;
- discuss the importance of considering gender in environmental management and program design;
- discuss and agree upon assessment time frame and implementation;
- develop a draft workplan for the activity.

Deliverables for this task include a draft workplan for the activity, to be submitted to USAID/Lebanon within one week of completion of the Partners Meeting. Funding under this delivery order is provided for nine days equivalent salary for the Participatory Specialist and nine days for the Environmental Specialist. Three US-Beirut-US airfares and per diem for the Core team and the GreenCOM Senior EE&C specialist is provided for eleven days. Cost of the planning workshop are also included.

Task Two: Rapid Cluster/Community-level Environmental Assessment

The consultant team will conduct a four-week participatory environmental assessment to include visits to each of the five target clusters. The actual amount of time spent in each cluster will depend on the workplan developed during the partners meeting. As possible and appropriate, team will conduct the assessment in conjunction with PVO managers for each target cluster. Rapid assessment methodology and data collection tools will be agreed upon during the Partners Meeting but the type of information collected should include but not be limited to:

- the identification of environmental problems, causal relationships and issues in the cluster, broken out by village as appropriate;
- the identification and characterization of relevant stakeholders to specific problems, including consideration of gender roles in environmental practices;
- assessment of resident attitudes/perceptions towards environmental problems in their communities, aggregated by gender;
- assessment of education and communication channels, how residents get information, influential institutions, leadership in the community etc.; and
- additional information as needed.

The deliverable for this task is a Community-level Rapid Environmental Assessment (by cluster) report that includes : a) an executive summary; b) findings from the assessment; and c) recommendations for follow-on assistance and support in the environmental areas, covering environmental education and communication. This report should not exceed 40 pages (plus attachments), and 5 copies will be submitted to USAID/Lebanon within two months of

completion of the Cluster Assessment. Funding under this delivery order is provided for the core consultant team for a period of four weeks each (6-day workweeks) equivalent; two RT US-Beirut-US airfares and per diem for 56 days.

Task Three: Participatory Environmental Assessment: Toolkit

Based on findings from the initial rapid assessment, the Contractor will develop a participatory environmental assessment toolkit that PVO Cluster Managers can use that includes a step-by-step process and methodology, including sample data collection tools that will assist PVO managers to (illustratively):

- identify environmental problems, target audiences and stakeholders;
- involve stakeholders in a participatory process of data gathering
- issue consideration of gender roles in environmental practices;
- provide guidelines in how to help the group of stakeholders in the prioritization of concerns;

Deliverables for this task include development and production of 50 copies of the toolkit for use in the following task, and general use by USAID/Lebanon and PVO partners to be copied in both English and Arabic. Funding is provided under this delivery order for eighteen days equivalent for the Participatory specialist and ten days for the Environmental Specialist. Additionally, five days equivalent for the services of an Editor is provided, as well as costs for translation and duplication of the toolkit.

Task Four: participatory Environmental Assessment Workshop

Within three months following the Cluster Level Assessment, the core consultant team will conduct a 4-5 day workshop in Beirut with Cluster managers and program implementers to discuss findings from the initial assessment and provide an orientation in how to use the "toolkit" developed by the core team. The workshop will focus on the use of participatory data collection tools; consideration of gender in program design and implementation, and how to involve stakeholders in the program design process. GreenCOM's senior advisor for EE&C will again assist the core consultant team in the delivery of the workshop.

Funding is provided for eighteen days equivalent (nine days each) for the core consultant team, as well as round-trip air travel and per diem for the core team and the GreenCOM senior EE&C Advisor. Workshop costs are provided for under this delivery order.

IV. REPORTS (as described in above tasks)

- Draft Workplan following Partners Meeting
- Community-level Rapid Environmental Assessment Report (by cluster) that includes:
 - a) an executive summary
 - b) findings from the assessment, and
 - c) recommendations for follow-on assistance and support in the environmental arena,

- including environmental education and communication
- Participatory Environmental Assessment: Toolkit for PVO Managers; as described above
- Administrative report providing an overview of all DO activity; financial information; and an annex that includes the toolkit

V. COMMODITIES

No equipment or commodities are needed in the implementation of this Delivery order, except materials and supplies necessary to produce the reports as described above.

VI. PERSONNEL

A two-person consultant team working in concert with Mission staff is expected to carry out the scope of work as described above. The team should be fluent in Arabic (reading and speaking level 3).

1) Team leader/EE&C Participatory Specialist: Preferred graduate level training in environmental education, communication, social sciences or related disciplines; minimum 6 years experience designing and implementing a range of EE&C programs in the field.

2) Environmental specialist: Preferred graduate level training in environmental sciences or related fields with an emphasis in agriculture. Minimum 5 years field experience in program/project design and implementation in related rural reconstruction and/or community mobilization activity. Field experience in Lebanon preferred.

Attachment 2 - English-language Copy of the Toolkit