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# LIBERIA ENVIRONMENTAL THREATS AND OPPORTUNITIES ASSESSMENT (LETOA)

QUARTERLY REPORT: OCTOBER 1 THROUGH DECEMBER 31, 2008

February 2009

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OCTOBER 1 THROUGH DECEMBER 31, 2008

Submitted to:

USAID/Liberia, Office of Economic Growth

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Conserving Ecosystems Indefinite Quantity Contract (PLACE IQC)

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The authors' views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government.

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## ACRONYMS

CD	Compact disk
DAI	Development Alternatives Inc.
EPA	Environmental Protection Agency
ETOA	Environmental Threats and Opportunity Assessment
FAA	Foreign Assistance Act
FDA	Forestry Development Authority
GIS	Geographic Information Systems
GOL	Government of Liberia
IQC	Indefinite Quantity Contract
LGCD	Liberia Geospatial Data Committee
LCIP	Liberia Community Infrastructure Program
LRCFP	Land Rights and Community Forestry Project
LISGIS	Liberia Institute of Statistics and Geo-Information Services
MOP	Ministry of Planning
NGO	Non-governmental organizations
PLACE	People, Livelihoods, and Conserving Ecosystems
PMP	Performance Monitoring Plan
SDI	Spatial data infrastructure
USAID	United States Agency for International Development

# LIBERIA ENVIRONMENTAL THREATS AND OPPORTUNITIES ASSESSMENT (ETOA)

## QUARTERLY REPORT: OCTOBER 1 THROUGH DECEMBER 31, 2008

### A. INTRODUCTION

Development Alternatives Inc. (DAI) hereby presents the Quarterly Report for the Liberia Environmental Threats and Opportunities Assessment for the period of October 1 through December 31, 2008. DAI was awarded the LETOA Task Order under the People, Livelihoods, and Conserving Ecosystems (PLACE) indefinite quantity contract (IQC) on May 21, 2008. The implementation period for the LETOA is 480 days, with a programmed Task Order completion date of October 13, 2009.

The objectives of the LETOA are to:

- Identify key environmental threats and their underlying causes across ecosystems - green (forests, agricultural systems), brown (urban, industrial systems) and blue (marine and freshwater systems) - and examine interactions between these ecosystems;
- Identify synergies and other opportunities to integrate environmental issues into existing or planned Mission activities;
- Provide educational tools, maps, and training sessions which can help to inform Mission staff, the Government of Liberia, and others on present trends and recent data on Liberia's tropical forests, biodiversity, and environmental issues.
- Develop and produce an environmental report composed of three distinct sections including: 1) a State of the Environment report; 2) a Tropical Forests and Biodiversity Report (Foreign Assistance Act Sections 118/119); and 3), an environmental data collection, monitoring and adaptive management plan.

The report is based on the FY 2009 work plan and is organized into four sections: 1) accomplishments; 2) project administration; 3) performance monitoring; and 4) issues affecting implementation.

## B. ACCOMPLISHMENTS DURING THE REPORTING PERIOD

Although no technical assistance trips to Liberia were conducted during the quarter, a considerable amount of future planning work on a variety of subjects (property disposition, budget realignment, use of Geographic Information System - GIS data sets, etc.) was done in collaboration with the Mission. A summary of progress towards expected results for the quarter is presented below.

### B.1 STATE OF THE ENVIRONMENT REPORT/ETOA Follow-Up

#### Presentation of ETOA results to stakeholders

*Benchmarks:*

- Power Point presentations for various stakeholder groups prepared by November 30, 2008;
- Presentations completed by December 31, 2008.

*Status:*

**Presentations postponed until January 2009.** Although the presentations were originally proposed for December 2008, given travel schedules and workloads, USAID/Liberia and DAI mutually decided to postpone the presentations until mid-January 2009.

A generic ETOA power point presentation was prepared which, in collaboration with USAID/Liberia, will be fine tuned in January for each stakeholder group, including: i) donor partners; (ii) non-governmental organizations (NGO), private sector and educational institutions; (iii) USAID implementing partners; (iv) Government of Liberia; and (v) USAID and the State Department.

#### Preparation/distribution of reference CD

*Benchmark:*

- CDs with reference collection provided to key stakeholders by December 31, 2008.

*Status:*

**Delayed until next quarter.** The references (including copies of the ETOA report) were prepared and procurement initiated for 100 CDs. However, actual procurement of the CDs did not take place as the ETOA Project Administrator left on emergency leave in mid-December and is not expected to return until January 2009. Rather than transfer procurement to another administrator, we decided to postpone this activity until January, with distribution of the CDs to be done in February.

### B.2 ENVIRONMENTAL DATA COLLECTION, MONITORING AND ADAPTIVE MANAGEMENT

Although there were no activities undertaken for this component during the quarter, GIS Specialist Bob Bouvier continued to maintain email contact with members of the Liberia Geospatial Data Committee (LGCD) on development of a Liberian spatial data infrastructure (SDI). Benchmarks and deliverables for the rest of the work plan year are all on target and are presented below.

## **SDI stakeholder workshop and proceedings**

### **Benchmarks:**

- SDI workshop held by the end of January 2009;
- Draft proceedings of this workshop will be incorporated into a LGCD/SDI draft document for GOL review and consideration. Draft proceedings will be distributed to key stakeholders by the end of February 2009.

## **Proposed national level symposium**

### **Benchmark:**

- A national level presentation intended to justify the creation of a LGDC that will oversee a national level SDI initiative held by the end of May 2009.

## **SDI metadata service workshop**

### **Benchmark:**

- An open stakeholder workshop that informs the implementation of a metadata service held in June 2009.

## **Establishment of a metadata service**

### **Benchmark:**

- A metadata service accessible to the Liberia stakeholder community established by the end of June 2009.

A tentative schedule for the above activities is presented in Table 1 below.

## **Metadata service follow-up and preparation of final report**

### **Deliverable:**

- GIS expert report on data collection and monitoring submitted to USAID by September 30, 2009.

## **C. PROJECT ADMINISTRATION**

In order to maximize ETOA impact and support activities under the FY 2009 work plan, a budget realignment was prepared and submitted to USAID on December 31, 2008. A pipeline analysis presented in Appendix A indicates that as of January 31, 2009, there is \$56,982 remaining in the ETOA budget.

The ETOA property inventory was also updated during the quarter. A copy of the inventory is presented in Appendix B.

## D. PERFORMANCE MONITORING PLAN

### D.1 MONITORING CRITICAL ASSUMPTIONS

There were no substantive changes to our critical assumptions during the reporting period as indicated in Table 1 below.

**TABLE 1: ETOA – CRITICAL ASSUMPTIONS**

INDICATOR	INDICATOR DEFINITION/ UNIT OF MEASURE	STATUS
Political stability/ security	Political and security situation in Liberia remain conducive to program implementation	No substantive change
Environmental stability	Environmental conditions in Liberia remain conducive to program implementation with no significant deterioration in climatic trends/natural disasters and repatriation trends.	No substantive change
Continued Government of Liberia and USAID support for the LETOA	Support for the LETOA from the Government of Liberia and USAID is maintained over the duration of the program.	No substantive change
Continued international support for Liberia environment, conservation and development initiatives	International support for forest conservation and linked rural development remains strong: stable funding, staffing levels, and mandate.	No substantive change

### D.2 OVERARCHING “F” INDICATORS

**TABLE 2: LETOA F INDICATORS**

INDICATOR	TARGET	PROGRESS TOWARDS TARGET
Indicator 5: Number of policies, laws, agreements or regulations promoting sustainable NRM and conservation that are implemented as a result of U.S. Government assistance	DRAFT METADATA POLICY PRODUCED (FY 2009)	<b>Ongoing.</b> We expect to have a metadata policy and service accessible to the Liberia GIS stakeholder community established by the end of June 2009.
Indicator 7: Number of people receiving U.S. Government-supported	PARTICIPANTS FROM GIS TRAINING SESSIONS	No training activities were conducted during the reporting period.

INDICATOR	TARGET	PROGRESS TOWARDS TARGET
training in NRM and/or biodiversity conservation		
Number of women	6 (FY 2009)	No training sessions were conducted during the reporting period
Number of men	6 (FY 2009)	No training sessions were conducted during the reporting period

### D.3 IMPACT INDICATORS

TABLE 3: LETOA IMPACT INDICATORS

INDICATOR	INDICATOR DEFINITION/ UNIT OF MEASURE	FY 2009 TARGET	PROGRESS TOWARDS TARGET
Liberian agencies utilize technical findings and technology to identify new areas of interest vis a vis NRM, improving transparency in decision-making	The number of Liberian agencies that provide updates to the visualization tool for monitoring purposes, request the tool for review, and/or use the ETOA report and/or visualization tool to identify locations of environmental interest	3	Continued support to LISGIS to support monitoring efforts
USAID and other implementing partners requesting additional information in GIS tools and applications	Number	4	We are collaborating with ARD's Land Rights and Community Forestry Project (LRCFP) on mapping of activities in and around East Nimba Nature Reserve
USAID implementing partners adopting best practices in environmental/natural resource management	Number	1	Other than LCIP II, no indication that implementing partners have used ETOA info
Active stakeholder participation in workshops	Percent of invited workshop participants who actually attend	90%	No workshops were held during the reporting period.

## D.4 MONITORING CUSTOMER SATISFACTION

TABLE 4: MONITORING CUSTOMER SATISFACTION—INDICATORS

INDICATOR	INDICATOR DEFINITION/ UNIT OF MEASURE	FY 2009 TARGET	PROGRESS TOWARDS TARGET
Number of partner organizations and clients receiving requested technical support services for implementation activities and sustainable development practices	Stakeholders rate ETOA information exchange and liaison as good to excellent	20	Customer satisfaction survey scheduled for third quarter 2009
Partners that rate LETOA capacity building and support services as good to excellent	Percentage of stakeholders that rate ETOA information exchange and liaison as good to excellent based on an annual survey	60%	Customer satisfaction survey scheduled for third quarter 2009

## E. ISSUES AFFECTING IMPLEMENTATION

The biggest issue affecting implementation continues to be FDA’s current trend toward “locking down” data from public and inter-ministry consumption. The absence of an open data sharing policy prevents validation of data sets and moving forward with an inter-agency data-sharing protocol and an eventual SDI. During the second quarter, we will work with the Mission to take this issue to a higher level – the Ministry of Planning in particular – to seek assistance in developing a more systematic approach to spatial data development, integration, dissemination, and coordination.

**APPENDIX A**  
**PIPELINE ANALYSIS**

## Appendix A: Project Budget Pipeline

Position/Classification	Name	Fixed Daily Rate	Total Billed thru		Accrued		Total Costs thru		Total Forecasted		Total Contract	
			1/31/2009		Prior to 1/31/2009		1/31/2009		2/1/2009 Thru 9/22/2009		51/2008 Thru 9/22/2009	
<b>I. LABOR</b>												
Team Leader/Forester	Jim Seyler	\$ 490.92	47 50	\$ 23,309.20	0.00	\$ -	47 50	\$ 23,309.20	9 00	\$ 4,418.28	56 50	\$ 27,727.48
Mapping/GIS Specialist	Bob Bouvier	\$ 384.00	43 38	\$ 16,103.70	0.00	\$ -	43 38	\$ 16,103.70	27.00	\$ 10,368.00	70 38	\$ 26,471.70
Associate GIS/GPS Analyst	Erin Goodnough	\$ 195.84	23 00	\$ 4,485.92	0.00	\$ -	23 00	\$ 4,485.92	3 00	\$ 587.52	26 00	\$ 5,073.44
Project Coordinator	Kate Ogorzaly	\$ 142.31	7.06	\$ 1,005.14	0.00	\$ -	7.06	\$ 1,005.14	4 09	\$ 581.52	11.15	\$ 1,586.66
<b>Home Office Labor Subtotal</b>			<b>121</b>	<b>\$ 44,903.96</b>	<b>0</b>	<b>\$ -</b>	<b>121</b>	<b>\$ 44,903.96</b>	<b>43</b>	<b>\$ 15,955.32</b>	<b>164</b>	<b>\$ 60,859.28</b>
<b>Non Home Office International</b>												
Administrative Assistant	Boima Bafaie	\$ 41.85	10	\$ 418.45	0	\$ -	0	\$ 418.45	0	\$ -	0	\$ 418.45
<b>Non Home Office International Labor Subtotal</b>			<b>10</b>	<b>\$ 418.45</b>				<b>\$ 418.45</b>		<b>\$ -</b>		<b>\$ 418.45</b>
<b>TOTAL COST- LABOR</b>			<b>10</b>	<b>\$ 45,322.41</b>		<b>\$ -</b>		<b>\$ 45,322.41</b>		<b>\$ 15,955.32</b>		<b>\$ 61,277.73</b>
<b>II. INDIRECTS</b>												
Fringe		40 50%	0	\$ 18,186.13	\$ -	\$ -	\$ 18,186.13	0	\$ 6,461.91	0	\$ 24,648.04	
Overhead		52 20%	0	\$ 33,151.45	\$ -	\$ -	\$ 33,151.45	0	\$ 11,701.79	0	\$ 44,853.24	
<b>TOTAL COST-INDIRECTS</b>				<b>\$ 51,337.58</b>		<b>\$ -</b>		<b>\$ 51,337.58</b>		<b>\$ 18,163.70</b>		<b>\$ 69,501.28</b>
<b>III. TRAVEL</b>												
Travel, Trans, Per Diem			0	\$ 60,958.60		\$ -	\$ 60,958.60		\$ -		\$ 60,958.60	
1. International Travel						\$ -	\$ -		\$ 9,150.00		\$ 9,150.00	
Jim Seyler/Team Leader					\$ 4,958.40	\$ 4,958.40	\$ 4,958.40	\$ -	\$ -	\$ 4,958.40		
Bob Bouvier/GIS Specialist					\$ 2,431.40	\$ 2,431.40	\$ 2,431.40	\$ -	\$ -	\$ 2,431.40		
2. Per Diem					\$ 1,575.00	\$ 1,575.00	\$ 1,575.00	\$ 2,362.50	\$ 2,362.50	\$ 3,937.50		
3. Miscellaneous Travel Expenses					\$ 625.00	\$ 625.00	\$ 625.00	\$ 705.00	\$ 705.00	\$ 1,330.00		
<b>Travel Subtotal</b>				<b>\$ 60,958.60</b>		<b>\$ 9,589.80</b>		<b>\$ 70,548.40</b>		<b>\$ 12,217.50</b>		<b>\$ 82,765.90</b>
<b>IV. OTHER DIRECT COSTS</b>												
Procurement			0	\$ 4,732.00	\$ -	\$ -	\$ 4,732.00	0	\$ -		\$ 4,732.00	
Allowances			0	\$ 4,489.25	\$ -	\$ -	\$ 4,489.25	0	\$ 1,555.20		\$ 6,044.45	
ICA Labor Lane			37	\$ 18,500.00			37 00	\$ 18,500.00	0	\$ -		\$ 18,500.00
ICA Labor Thomas			28	\$ 12,540.00			28 00	\$ 12,540.00	0	\$ -		\$ 12,540.00
ICA ODC			0	\$ 9,411.97	\$ -	\$ -	\$ 9,411.97	0	\$ -		\$ 9,411.97	
Other Direct Costs			0	\$ 2,820.66	\$ 119.60	\$ 119.60	\$ 2,940.26	0	\$ 468.70		\$ 3,408.96	
<b>Other Direct Costs Subtotal</b>				<b>\$ 52,493.88</b>	<b>\$ 119.60</b>	<b>\$ 119.60</b>	<b>\$ 52,613.48</b>		<b>\$ 2,023.90</b>		<b>\$ 54,637.38</b>	
<b>TOTAL COST - TRAVEL and ODCs</b>				<b>\$ 113,452.48</b>	<b>\$ 9,709.40</b>	<b>\$ 9,709.40</b>	<b>\$ 123,161.88</b>		<b>\$ 14,241.40</b>		<b>\$ 137,403.28</b>	
<b>G&amp;A</b>												
		9.10%	0	\$ 19,120.41	\$ 883.56	\$ 883.56	\$ 20,003.97	0	\$ 4,400.80		\$ 24,404.77	
<b>FIXED FEE</b>												
		8.00%	0	\$ 18,338.63	\$ 847.44	\$ 847.44	\$ 19,186.07	0	\$ 4,220.90		\$ 23,406.97	
<b>TOTAL CONTRACT COST</b>												
			<b>0</b>	<b>\$ 247,571.52</b>	<b>\$ 11,440.39</b>	<b>\$ 11,440.39</b>	<b>\$ 259,011.91</b>	<b>0</b>	<b>\$ 56,982.11</b>		<b>\$ 315,994.02</b>	

**APPENDIX B**  
**PROPERTY INVENTORY**

## Appendix B: Property Inventory

Description	Purchase Price	Serial Number
Canon Powershot SD 7700 10 MP	\$289.00	6228000422
Canon Powershot SD 7700 10 MP	\$289.00	6228000420
Canon Powershot SD 7700 10 MP	\$289.00	6228000419
Canon Powershot SD 7700 10 MP	\$289.00	6228000421
Digital ELPH Accessories	\$49.00	
Garmin eTrex Legend HCc Portable Navigator	\$209.00	16C035982
Garmin eTrex Legend HCc Portable Navigator	\$209.00	16C035981
Garmin eTrex Legend HCc Portable Navigator	\$209.00	16C020598
Garmin eTrex Legend HCc Portable Navigator	\$209.00	16C035984
Kingston 1 GB Secure Digital Card	\$9.00	
Kingston 1 GB Secure Digital Card	\$9.00	
Kingston 1 GB Secure Digital Card	\$9.00	
Kingston 1 GB Secure Digital Card	\$9.00	
Garmin eTrex Legend HCc Portable Navigator		
Thuraya Phone SG-2520	\$949.00	35601300-623662-7
Thuraya Phone SG-2521	\$949.00	35601300-600503-0
Spare Batteries	\$47.50	
Spare Batteries	\$47.50	
DC Chargers	\$35.00	
DC Chargers	\$35.00	
Sandisk 1 GB Micro SD Secure Digital Card	\$27.00	
Sandisk 1 GB Micro SD Secure Digital Card	\$27.00	
Sandisk 1 GB Micro SD Secure Digital Card	\$27.00	
Sandisk 1 GB Micro SD Secure Digital Card	\$27.00	
Nokia 1200 Mobile Phone	\$78.33	
Nokia 1200 Mobile Phone	\$78.33	
Nokia 1200 Mobile Phone	\$78.33	
Cash Box and Mosquito Net	\$67.00	