

**REPUBLIC OF LIBERIA**



**FORESTRY DEVELOPMENT AUTHORITY**

**REQUEST FOR EXPRESSIONS OF INTEREST FOR PROVISION OF  
CONSULTANCY SERVICES AS TECHNICAL SERVICE PROVIDER TO PREPARE  
AND IMPLEMENT SUSTAINABLE LIVELIHOOD SUPPORT ACTIVITIES FOR  
COMMUNITIES AROUND GOLA FOREST NATIONAL PARK**

**LIBERIA FOREST SECTOR PROJECT**

**PROJECT ID: P154114**

**GRANT ID: TFA2427**

**(REFERENCE NO: LR-FDA-80921-CS-CQS)**

1. This request for expressions of interest follows the General Procurement Notice for this project that appeared in Development Business No. WB452-01/17 of January 31, 2017.

The Government of Liberia through the Forestry Development Authority (Implementing Agency) has received a grant from the International Development Association (IDA) acting as administrator of the Liberia Single Donor Forest Landscape Trust Fund (financed by the Government of Norway) in the amount of US\$36.7 million towards the cost of the Liberia Forest Sector Project, and it intends to apply part of the proceeds of this Grant to eligible payments under a consultancy contract *to prepare and implement Sustainable Livelihoods Support Activities for communities around the Gola Forest National Park.*

**2. OBJECTIVES AND SCOPE OF SERVICES**

The objective of this assignment is to recruit a qualified and experienced firm as a Technical Service Provider to:

- a) Identify a “menu” of options for viable, well-suited, and sustainable livelihood support activities to be undertaken around Gola Forest National Park. Each type of activity should be endorsed by the relevant community and by the FDA;
- b) Develop criteria for selecting beneficiary communities to be supported by the project’s livelihood support activities; this may include identifying communities or villages that host illegal miners and poachers;
- c) Establish and train Sustainable Livelihoods Support Committees around Gola Forest National Park that will (i) select from the available menu of options the livelihoods

activities that LFSP would support and (ii) otherwise provide oversight to the livelihood support program;

- d) Based on the Sustainable Livelihoods Support Committees’ input, develop a plan with implementation schedule and budget for livelihoods support activities around GFNP; and
- e) Implement the selected livelihood support activities as a Technical Service Provider.

The selected TSP firm will develop a work program with the communities and FDA to implement the agreed-upon livelihood support activities.

This assignment will be implemented in two (2) phases: Phase 1: Assessment (to be implemented within 3-5 months) and Phase 2: Implementation (duration to be determined after the assessment phase).

**Note: The full terms of reference can be found below as an attachment (Attachment 1) to this request for expressions of interest.**

3. The Forestry Development Authority now invites eligible consultancy firms/NGOs to indicate their interest in providing the required Services for the Liberia Forest Sector Project. Interested consultants must provide documentary evidence indicating that they are qualified to perform the services. Information of all relevant past experience of similar assignments must be submitted for consideration. The qualification and experience criteria to be used for selection are indicated below:

**QUALIFICATION AND EXPERIENCE**

- Demonstrated experience with similar livelihood support planning and implementation assignments in the past, specifically in West Africa or Liberia (a plus).
- Proven history of working around Gola Forest National Park, with a good track record of highly participatory approaches and good community capital.
- At least 5 years of consistent engagement in Liberia’s North-West region.
- Sufficient and diverse staff with key skills sets to undertake this task, including highly analytical writing and excellent communication skills, as well as a good communications platform.
- Understanding of the Liberian and international laws as they relate to Protected Areas, Community rights, labor laws, etc.
- Awareness of the World Bank safeguards policies and their relevance to this assignment.
- Capacity to work in remote areas, with dedicated staff at the decentralized level in Gbarpolu and Grand Cape Mount counties.

*Note: In addition to other relevant information to be submitted, Consultants (firms) are advised to present all assignments of similar nature undertaken in the following format:*

<b>Duration</b>	<b>Assignment name/&amp; brief description of main deliverables/outputs</b>	<b>Name of Client &amp; Country of Assignment</b>	<b>Approx. Contract value (in US\$ equivalent)/ Amount paid to your firm</b>	<b>Role on the Assignment</b>

Duration	Assignment name/& brief description of main deliverables/outputs	Name of Client & Country of Assignment	Approx. Contract value (in US\$ equivalent)/ Amount paid to your firm	Role on the Assignment
{e.g., Jan.2009–Apr.2010}	{e.g., “Improvement quality of.....”: designed master plan for rationalization of .....; }	{e.g., Ministry of ....., country}	{e.g., US\$1 mill/US\$0.5 mill}	{e.g., Lead partner in a JV A&B&C}

4. The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s [Guidelines: Selection and Employment of Consultants \[under IBRD Loans and IDA Credits & Grants\] by World Bank Borrowers](#) Conflict of Interest, January 2011 revised July 2014 (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest.
5. Consultants may associate with other firms in the form of a *joint venture or a sub-consultancy agreement* to enhance their qualifications.
6. A Consultant will be selected in accordance with the Selection based on the Consultants’ Qualifications method (CQS). For reference, please see paragraph 3.7 of the World Bank’s Guidelines on Selection and Employment of Consultants, January 2011 revised July 2014, by following the link below:  
<http://pubdocs.worldbank.org/en/894361459190142673/ProcurementConsultantHiringGuidelinesEngJuly2014.pdf>
7. Further information can be obtained at the address below during office hours *0900 to 1600 hours*.
8. Expressions of interest must be delivered in a written form to the address below (in person, by mail or by e-mail) by **16:00 GMT on November 7, 2018**. **Envelopes or subject of emails must be marked “Ref: Sustainable Livelihoods Support Activities for Gola Forest National Park”**.

Forestry Development Authority  
Whein Town, Mount Barclay  
P. O. Box 3010  
Montserrado County  
Monrovia, Liberia  
Attention: Saah A. David, Jr., National REDD+ Project Coordinator  
Tel: +231(0)880699711  
Email: [redliberiaprogram@gmail.com](mailto:redliberiaprogram@gmail.com) cc: [hdd1960wllms@gmail.com](mailto:hdd1960wllms@gmail.com)

## **Attachment 1: Terms of Reference**

### **Consultancy to Prepare and Implement Sustainable Livelihood Support Activities for Communities around the Gola Forest National Park**

#### **Background:**

Liberia contains about 4.3 million ha of lowland tropical forest that comprises 43 percent of the remaining Upper Guinea forests of West Africa. Most of Liberia's rural population is dependent on forests and their various products and ecosystem services. The country's forests are under threat due to the continued deforestation and forest degradation (D&FD) of their remaining blocks for the expansion of agriculture, illegal and unsustainable logging, mining activities and inadequate oversight and enforcement. D&FD are the second leading cause of global warming, making the loss and depletion of forests a major issue for climate change.

Liberia is faced with enormous challenges in managing its forests to contribute in a balanced way to long-term, sustainable economic growth; support the livelihoods of rural communities; and ensure that its important national and global heritage is conserved. As part of the forestry reform process, Liberia's engagement with the World Bank has emphasized national efforts to reduce emissions from deforestation and forest degradation and to foster conservation, sustainable forest management, and enhancement of forest carbon stocks (REDD+). Liberia is developing its REDD+ strategy that will build the country's capacity to be ready to participate in the future in a large-scale system of positive incentives for REDD+.

Towards this end, the Government of Liberia (GoL) and the Government of Norway (GoN) signed a Letter of Intent (LoI) in September 2014, with the purpose of (a) supporting the development and implementation of Liberia's REDD+ strategy to ensure significant net reductions in greenhouse gas (GHG) emissions from D&FD; (b) contributing to sustainable development in Liberia through protecting natural forests, restoring degraded lands, and developing Liberia's agricultural sector; and (c) working together to support progress on global efforts regarding climate change and sustainable development in general and REDD+ in particular. The Liberia Forest Sector Project (LFSP) is a result of this partnership, aimed at improved management of, and increased benefit-sharing in, targeted forest landscapes. Implementation of the LFSP is led by the Forestry Development Authority (FDA); the Environmental Protection Agency (EPA), Liberia Institute of Statistics and Geo-Information Services (LISGIS), Ministry of Agriculture (MOA), Ministry of Lands, Mines and Energy (MLME), and the Liberia Land Authority (LLA) are responsible for certain specific project activities.

The LFSP is financed by the Liberia Forest Landscape Single Donor Trust Fund grant of US\$36.7 million. The project was approved on April 19, 2016 and became effective on August 30, 2016. The Project Development Objective (PDO) is improved management of, and increased benefit sharing in, targeted forest landscapes. The LFSP has four components, namely: Component 1, Strengthened Regulatory and Institutional Arrangements for Implementation of REDD+ (US\$8 million); Component 2, Strengthened Capacity for Management of Targeted Forest Landscapes (US\$23.8 million); Component 3, Forest Monitoring Information System (US\$2.3 million); and Component 4, Project Management, Monitoring, and Communication (US\$3.4 million).

The Government of the Republic of Liberia (GOL) wishes to apply a portion of the funds from the Liberia Forest Sector Project (LFSP) to finance sustainable livelihood support activities in communities around the Gola Forest National Park, as part of strengthening the on-the-ground management of this Protected Area. More broadly, LFSP seeks to promote the sustainable management of the Protected Areas network of Liberia, including the provision of livelihood support to project-affected persons or communities, in accordance with the project Process Framework.

As a Government agency with responsibility to sustainably and effectively manage the forest sector, the Forestry Development Authority (FDA) is required by law (Act establishing the FDA) to conserve and sustainably manage all forest areas so that they will continue to produce a complete range of goods and services for the benefit of all Liberians and contribute to poverty reduction in the nation. FDA's responsibilities include the protection and management of Gola Forest National Park as well as other Liberian protected areas.

Lack of alternative livelihood opportunities in the communities surrounding the parks is recognized as a major factor that undermines the sustainable management of Protected Areas in Liberia. Illegal activities are carried out in the Gola Forest National Park by miners and hunters on the pretense of seeking alternative livelihood options by mining diamond and gold, hunting wild animals and logging (chain sawing) in the Park. To effectively address this situation, the FDA intends to apply a portion of the funds from the LFSP to undertake sustainable livelihood support activities around Protected Areas that are in the landscape of the LFSP, including the Gola Forest National Park, to contribute to its effective management and ensure service delivery to communities.

The LFSP project's Process Framework (available at [http://www.fda.gov.lr/wp-content/uploads/bsk-pdf-manager/LR-FSP-PF-DISCLOSURE\\_DRAFT-CLEAN\\_47.pdf](http://www.fda.gov.lr/wp-content/uploads/bsk-pdf-manager/LR-FSP-PF-DISCLOSURE_DRAFT-CLEAN_47.pdf)) outlines the process for providing livelihoods-related support during project implementation to people who may be affected by project-induced restrictions of access to natural resources within protected areas. As part of this process, the LFSP supports the preparation and subsequent implementation of Sustainable Livelihood Support Plans, which will provide tailored livelihoods support and benefits-sharing for nearby communities. In cases where well-organized communities have produced their own investment plans, this livelihoods support would be channeled through the appropriate community mechanisms. Communities and households around the project-supported PAs will be provided with opportunities to restore their livelihoods to at least pre-project levels. These plans prepared under this project will consider any ongoing livelihoods-related support from other sources, such as support provided to Authorized Forest Communities (AFC) (or communities that have applied for AFC status, and are going through the 9-step process) to develop viable and sustainable livelihood options. LFSP support will be on an additional and as-needed basis, taking into account other livelihoods-related support that may be ongoing or available.

The Process Framework recommends the establishment of Sustainable Livelihoods Support Committees" in each County. Each such Committee should comprise the FDA, representatives of

the affected persons or community (2 members), County and District Officials, Land Authority, EPA, and Clan heads. The committee will be chaired by the representative from the County.

It is intended that those people who will face restricted access to the Gola Forest National Park, including small-scale miners, hunters and others living in the targeted communities around the GFNP will be supported through improved livelihoods options to help deter them from activities that are detrimental to the protected area.

These small-scale miners, hunters and others should self-identify to the FDA to be included in the sustainable livelihoods support program, and will be eligible for training and other support, based on the options proposed by this assessment.

Some previous livelihood activities around protected areas have not succeeded, in part because they were not adequately assessed. Accordingly, to implement new livelihood support activities, the FDA will be responsible for assessing the proposed activities to help ensure that they are culturally appropriate and suitable for the vicinity of protected areas, taking into account the expected environmental and social impacts of those activities. FDA intends to engage a qualified Technical Service Provider (TSP) to carry out this assessment of proposed livelihood support activities.

#### **Scope and Linkages with Other LFSP Components:**

The FDA is targeting an estimated Forty-three (43) communities/ villages adjacent or close to the Gola Forest National Park for sustainable livelihoods support activities. All livelihoods support activities around GFNP will be coordinated with other components of the LFSP project that support on-the-ground activities, i.e. the Community Forestry and Sustainable Agriculture subcomponents. The Ministry of Agriculture (MOA) and the Community Forestry Department along with the Conservation Department of FDA will identify the initial communities to be supported around Gola Forest National Park (in Grand Cape Mount and Gbapolu Counties).

The LFSP has a number of sub-components with associated activities which will support livelihoods activities. In particular, the Community Forestry Component 2.3 aims to strengthen the management of, and benefits-sharing from community forests. It seeks to ensure that the use of any resource in community forest areas is managed by and for local communities. The project anticipates coordination with organized, informal sector actors, including chainsaw millers and charcoal producers, to develop and implement a comprehensive training program on compliance with GoL regulations, improved production and processing techniques, best practices for sustainable forest use, safety, cost accounting, financial management, and establishment of contracts, among others. The component aims at supporting forest communities and their organizations to manage forests using sound sustainability principles. Communities can choose the types of alternative livelihoods to encourage the development of sustainable forestry.

#### **Objectives:**

The objective of this assignment is to recruit a qualified and experienced firm as a Technical Service Provider to:

- f) Identify a “menu” of options for viable, well-suited, and sustainable livelihood support activities to be undertaken around Gola Forest National Park. Each type of activity should be endorsed by the relevant community and by the FDA;
- g) Develop criteria for selecting beneficiary communities to be supported by the project’s livelihood support activities; this may include identifying communities or villages that host illegal miners and poachers;
- h) Establish and train Sustainable Livelihoods Support Committees around Gola Forest National Park that will (i) select from the available menu of options the livelihoods activities that LFSP would support and (ii) otherwise provide oversight to the livelihood support program;
- i) Based on the Sustainable Livelihoods Support Committees’ input, develop a plan with implementation schedule and budget for livelihoods support activities around GFNP; and
- j) Implement the selected livelihood support activities as a Technical Service Provider.

The selected TSP firm will develop a work program with the communities and FDA to implement the agreed-upon livelihood support activities.

#### **Task Description:**

The assignment will involve (i) gathering information on existing livelihoods, and any livelihood support activities, around the GFNP; (ii) assessing the capabilities and interests of the targeted communities around GFNP; (iii) preparing a list and description of proposed options for livelihoods activities and, through analysis, identifying those that are likely to be sustainable (from a financial and economic, as well as environmental and social standpoint); (iv) designing a livelihoods program that reflects the guidance provided by the Sustainable Livelihoods Support Committees as well as technical assessment of the viability and sustainability of the planned activities; (v) conducting community consultations of targeted groups to get their consent for the proposed initiatives; and (vi) implementing selected livelihoods activities in the priority communities, working as a service provider contracted by the FDA and Sustainable Livelihoods Support Committees in each County.

This tasks are divided into two phases:

#### **Phase 1 (Assessment):**

- The sustainable livelihood activities assessment study aims to develop sustainable and culturally appropriate livelihood options for selected communities around Gola Forest National Park. The study will focus on the communities and activities to be prioritized including (i) the criteria for selecting beneficiary communities, following the LFSP Process Framework and taking into consideration vulnerable communities and those who may be affected by the Park’s restriction of access to natural resources including miners and hunters; (ii) mapping out existing livelihood support activities around GFNP and the stakeholders involved; and (iii) preparing a list of livelihoods support activities (possibly including non-timber forest products) that can be fully implemented during the current LFSP project and which are likely to be financially and economically viable as well as

environmentally and socially sustainable. In preparing this list, the TSP should gather information from communities on livelihood options that have not been previously implemented but may be well suited for them, as well as options that have been successfully adopted and could be replicated.

- These proposed livelihoods options will then be vetted by the communities through the Livelihoods Committees, and screened by FDA and EPA for any potential adverse environmental or social impacts. The TSP should also develop an Exclusion List of activities that the project would not support, based on environmental and social impacts as well as community feedback and any lessons learned from previous experiences.
- The resulting Livelihood Support Plans should include a provision for capacity-building activities for relevant communities, Committees, local leadership, local community based organizations, etc.

This first phase is expected to last for 3-5 months.

### **Phase 2 (Implementation):**

- The objective here is to roll out the prioritized activities under the sustainable livelihood program in accordance with the Livelihood Support Plans and provide technical supervision to ensure that it is implemented in accordance with the project's Process Framework. The aim is to address the livelihood needs of the identified priority communities in the vicinity of the GFNP. The cost of actual livelihood support activities shall be borne by the LFSP, outside of the budget for this consultancy. It is expected that the focus of the assessment and prioritization for support will be conducted only in the 43 communities around the GFNP. It might not be feasible to support all the communities around the GFNP.
- As suitable and as identified in the Livelihood Support Plans, the TSP (Consultant) will also conduct capacity-building activities for communities, Livelihoods Committees, local leadership, and local NGOs.
- For the selected organized communities around GFNP which might be carrying out community forestry activities, the TSP will coordinate with the other components of the LFSP to ensure coordination and complementarity, and avoid duplication of efforts.
- The TSP will prepare each beneficiary community through training and guidance to commence the implementation of the identified livelihoods activities;
- Where appropriate, the TSP will help project beneficiaries to develop work plans and/or business plans;
- The TSP will assist the project beneficiaries with the procurement and provision of materials that are needed for implementation of the livelihoods activities;
- The TSP will inform FDA of any issues arising during implementation for appropriate redress through community dialogue.
- The TSP will monitor and report upon progress in implementing the selected Livelihood Support Plans.

### **Deliverables:**

- An Inception Report, including a schedule of planned activities, will be submitted to the FDA for approval within 3 weeks of signing the contract.



- An Options Assessment Report (OAR) of potentially viable sustainable livelihood support activities that can be implemented around Gola Forest National Park.
- A sound, simple and culturally appropriate strategy (considering the location) for implementing the OAR activities in a fair and equitable manner, including the criteria for selecting the beneficiary communities.
- Draft Livelihood Support Plans involving different types of activities.
- Progress Reports on implementation of the livelihood support activities shall be defined in the TSP contract (focusing on outputs and outcomes)
- A Final Report for the assignment, specifying the livelihood support activities that were carried out.

### **Experience and Qualifications of the Firm:**

- Demonstrated experience with similar livelihood support planning and implementation assignments in the past, specifically in West Africa or Liberia (a plus).
- Proven history of working around Gola Forest National Park, with a good track record of highly participatory approaches and good community capital.
- At least five years of consistent engagement in Liberia's North West region.
- Sufficient and diverse staff with key skills sets to undertake this task, including highly analytical writing and excellent communication skills, as well as a good communications platform.
- Understanding of the Liberian and international laws as they relate to Protected Areas, Community rights, labor laws, etc.
- Awareness of the World Bank safeguards policies and their relevance to this assignment.
- Capacity to work in remote areas, with dedicated staff at the decentralized level in Gbarpolu and Grand Cape Mount counties.

### **Team Composition**

- I. **Team Leader;** Advanced university degree (BSc or higher) in Natural Resources/Environmental Economics, Social Sciences, Development Studies or related field. Experience in managing inter-disciplinary teams, report writing, knowledgeable about social assessment; demonstrated experience in preparation of livelihood activities, knowledge on non-timber forest products, and prioritization of community needs; Experience in community driven development. Minimum 5 years' experience, of which 5years are relevant experience in developing countries preferably West of Africa; working experience in Liberia is a requirement; experience with participatory tools for consultations at all levels will be an advantage.
- II. **Social Development Specialist;** University degree (BSc or higher) in a Social Science, Development Studies/Rural Development, Participatory Rural Appraisal, or a related field. At least 5 years working experience in a relevant field. Must be knowledgeable about Liberia socio cultural settings. Demonstrated experience in conducting social and gender analysis in project investments related to forests and community based natural resource management. Demonstrated knowledge of participatory rural appraisal and understanding of social issues associated with forests and communities. Must demonstrate knowledge on grievance redress mechanisms. Experience with co-management of natural resources. Proven working

experience in similar projects. Experience in Liberia and fluency in one or more local languages is desirable.

- III. **Livelihoods Specialist;** The candidate should have at least 5 years' experience in livelihoods development, private sector development, forests cooperative development related work in rural Liberia, preferably in the West of Liberia; Proven ability to develop business plans, livelihood analysis, policy analysis on cooperatives and livelihood sector; demonstrated track record of developing and supporting community livelihoods initiatives in rural Liberia and ability to design and operationalize NTFPs/agriculture/non-agriculture-based livelihood development, micro-enterprise development strategies and activities; Sound understanding of the sustainable livelihoods development approaches; Experience and knowledge of policies and procedures from multilateral banks and bi-lateral aid organizations, international organization like World Bank would be an asset.
- IV. **Environmental Economist;** Advanced university degree (at least MSc) in economics and environmental economics or others relevant areas preferable with exposure to natural resources /biodiversity conservation; Relevant education and/or trainings in one of the areas related to natural resources is a strong advantage. At least 5 years of experience in economics, environmental economics or other relevant fields; Extensive experience in conducting economic analysis in the forestry and biodiversity-related field; Previous experience in developing economic information for the forestry planning, and livelihoods options assessment. Conversant with forest based enterprises in Liberia. Experience in environmental valuation and opportunity cost analysis is desirable. Excellent communication, facilitation and reporting skills.

### **Reporting Requirements and Time Schedule for Deliverables**

The Client (FDA) anticipates that the livelihoods program implementation will be timely, within the work period to be specified in the contract. It is expected that the 1<sup>st</sup> phase of this assignment will be completed within 5 months after signing of the contract, while the support on livelihoods activities will be determined after the initial assessment.

The TSP shall report to the Managing Director of the Forestry Development Authority through the National REDD+ Project Coordinator of the REDD+ Implementation Unit. The time schedule for deliverables shall be specified in the contract.

### **Records:**

The Consultant shall ensure that orderly records are always kept on files for correspondence, reports, minutes of meetings, product and material submissions, and on other important information.