

TERMS OF REFERENCE

IDENTIFICATION OF SUSTAINABLE LIVELIHOOD OPPORTUNITIES: OECS PROTECTED AREAS AND ASSOCIATED LIVELIHOODS (OPAAL) PROJECT

1. Background

The OECS Secretariat through its Environment and Sustainable Development Unit (ESDU), in partnership with the International Bank for Reconstruction and Development (the World Bank) acting as an Implementing Agency of the GEF; the Fond Français pour l'Environnement Mondial (FFEM) of the Government of France; and the Organisation of American States (OAS), has begun implementation of the OECS Protected Areas and Associated Sustainable Livelihoods (OPAAL) Project.

Significant impediments continue to exist in terms of an effective framework for establishing and managing protected areas (PAs) as a means of ensuring that the region's biodiversity does not suffer further degradation. Existing institutional arrangements within PMSs are weakened by gaps in the present policy framework, including limited incorporation of environmental and social costing into economic decision making and inadequate systems in support of integrated planning, information sharing and collaboration among agencies and other stakeholders. Inadequate planning and coordination continue to pose significant threats to biodiversity conservation, since poorly managed tourism and coastal development, upstream construction and rural development can result in impacts such as erosion, coastal sedimentation and the unsustainable exploitation of both living and non-living resources.

Component 2 of OPAAL deals with Protected Areas Management and Associated, Alternative and New Livelihoods. The component's objective is to promote biodiversity management and conservation through the establishment of new and strengthening of existing protected areas, complemented by support for alternative and/or new livelihoods in areas in proximity to the aforementioned PAs. The livelihoods subproject component is geared to providing benefits to those target groups associated with protected areas, particularly where that association implies a dependency on the resources for livelihood support or where there is a displacement of the livelihoods because of the establishment of the protected area.

Livelihood activities supported under the project will focus on improving and demonstrating real economic benefits, especially for new, sustainable enterprises. Potential livelihood opportunities include: tourism and ecotourism development; craft training and development; organic farming (e.g., financing a marketing study for production of organic bananas), alternative low-impact reef fisheries catch program; all of which will be supported by micro-grants. The sub-component will also support marketing research (e.g., sea moss marketing constraints analysis), consultations and interviews with key governmental and NGO agencies, and on-site visits with local entrepreneurs and businesses where needed.

The OECS/ESDU will take the lead in implementing this sub-component through the existing Small Projects Facility (SPF). The empowerment of target groups/persons will be effected through appropriate capacity building initiatives undertaken by the project, which will be geared towards securing the sustainability of these alternative livelihoods. It is anticipated that a minimum of thirteen livelihoods programs/subprojects will be undertaken (covering at least some 970 ha under biodiversity friendly production systems) in suitably zoned areas in and around

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PAs, designed to reduce pressure on PA and biodiversity; and bring increased and diversified PA-related income to the local community.

In the process of providing for the enhancement of existing livelihoods, (where compatible with protection objectives), and/or the provision of alternatives, the project will foster partnerships with appropriate national, regional and community development agencies and organizations.

The project recognizes that stakeholders, in or around a protected area, who are not provided financially attractive sustainable livelihoods, can undermine the process of change, by holding on to destructive patterns of use within the protected area. Livelihood activities supported under the project will focus on improving and demonstrating real economic benefits, especially for new, sustainable enterprises.

2. Objective

This undertaking will support economically viable and environmentally sustainable new or alternative livelihood activities, especially when existing activities threaten the integrity of PAs.

3. Outputs

Using the phased approach identified above, the following outputs will be delivered:

A report for each Participating Member State (PMS) to detail the results of the national assessment, focusing on a-e outlined in Section 4 below.

4. Scope of Services

The Contractor will be required to collaborate with resource users, natural resource management agencies, community based organizations and other key stakeholders to:

- a. identify existing economic activities and livelihoods associated with the Protected Areas, taking into consideration relevant national policies and initiatives and the existing socio-economic context;
- b. identify threats to these livelihoods;
- c. assess the present and potential sustainability of these existing and proposed livelihoods;
- d. identify and prioritize new potential viable livelihood opportunities; these livelihoods must be consistent with the goals of the Protected Area;
- e. Identify relevant, institutional and organizational arrangements/mechanisms required in support of these livelihood sub-projects.

The Contractor will present the reports of the national assessments to ESDU for consideration and discussion, prior to their finalisation.

1. Task Methodology

The specific tasks to be undertaken by the Contractor include:

Task 1: Inception meeting and preparation of a work plan

A working inception meeting between the OECS Secretariat and the Contractor(s) will be held to (i) review the process for the conduct of the research, (ii) determine roles and responsibilities (iii) identify preliminary issues related to the analysis of livelihood strategies, and iv) finalise draft work plan and timetable. A final work plan and report on the outcome of the inception meeting will be prepared.

Task 2: Development of methods, framework and approaches for the assessment

In undertaking this activity, the Contractor is expected to consult with relevant stakeholders including those community groups deriving or with potential to derive benefits from any livelihood support activity. Consideration should be given to the adoption of participatory methods in order to ensure the active involvement of all relevant social groups within the targeted site. Specifically, the following will be required to complete this task:

1. Preparation of a methodology for the conduct of the assessment;
2. Preparation of instruments and other tools such as gender and stakeholder analysis and participatory approaches for the collection of data;
3. Preparation of a draft framework with details on important factors/variables for analysis. The framework will guide the range of issues that need to be covered for the conduct of the assessment;
4. Preparation of this draft framework to the OECS Secretariat-ESDU for comments toward the finalization of the framework.

Task 3: Field studies and workshops

Based on task 2, the Contractor in conducting the assessment will carry out required field studies and workshops as appropriate/necessary in each demonstration site, in addition to considering all relevant literature, aimed to identify existing and potential economic opportunities. Specifically, the following will be required to complete this task:

1. Using secondary data and a review of existing activities, develop a broad understanding of the existing economic opportunities at the site level;
2. Develop household surveys to generate quantitative and qualitative data on specific livelihood attributes such as household structure, income, levels of critical assets among groups, and constraints in accessing services. Notwithstanding that the household is a social unit for investigation, the Contractor will also disaggregate the targeted site population for purposes of analysis and assessment;
3. Based on 2, interview key informants to obtain more in-depth understanding of the sites;
4. On the basis of the above, the Contractor will consult with stakeholders in each beneficiary Member State to obtain an overview of strengths, constraints, and priorities for existing or alternative livelihood opportunities. In addition, these consultations will assist in ascertaining the significance of the data gathered through the surveys. Discussions will involve the site implementation entities (SIE), national implementation coordinating entities (NICE), local policy makers in government, local NGOs, civil society representatives and experts in the field of environment and poverty policy making. The results of the workshops will be further refined and thereafter incorporated into the assessment report.

If necessary, a workshop can be undertaken in each of the targeted countries. A draft copy of the preliminary findings of the assessment will be presented at the workshop with the objective of receiving recommendations for the formulation of livelihood subprojects. The form, locations and

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timing of the field visits and necessity of a workshop will be agreed with the national implementation coordinating entities (NICE) in collaboration with the site implementation entities (SIE). A format will be prepared by the Contractor(s) for presenting the proceedings of these workshop consultations. The final report will identify the participants at the workshops together with conclusions and recommendations from these consultations.

Task 4: Scope and scale of assessment

Based on Tasks 2 and 3, the Contractor will determine the sustainability of livelihoods associated with each PA for selection of additional and alternative livelihood opportunities where relevant, based upon their compatibility with conservation objectives for the project, their feasibility and costs/benefits; develop, through a consultative process. In order to provide in-depth analysis for the assessment, the Contractor will, *inter alia*, consider the following:

1. The value given to the various livelihood assets;
2. Differences in access to resources by social groups;
3. The economic environment in and around the sites including policy, production, and household budgets, consumption decisions and mechanisms;
4. The local social system and its impact on livelihoods;
5. The appropriateness of processes and mechanisms to support livelihoods;
6. The effect of livelihood strategies on the environment;
7. Identification of potential technical assistance and training needs related to sustainable;
8. livelihoods development for the various demonstration sites.

Task 5: Finalise Report on Assessment

The final report of the assessment will be completed based on the outputs from the above tasks and feedback from the OECS Secretariat. The final report will include all the elements identified in section 4: Scope of services. In particular, the final report will: (i) identify and prioritize potential livelihood subprojects designed to achieve sustainable livelihood generation for the protected areas and (ii) identify relevant institutional and organizational arrangements/mechanisms required in support of these livelihood sub-projects.

5. Administrative Framework

The Project Coordinator-OPAAL will administer all aspects of this contract.

This is a fixed price contract. US\$36,000 has been allocated for the prescribed work. Travel within the six PMSs will be a necessary part of this contract and the cost of such travel for aspects such as transportation, accommodation and administration costs and per diem, etc., are to be incurred by the Contractor as part of this Contract.

All communications between the Contractor and the Project Coordinator-OPAAL for the assigned work should be copied to the Head of Unit - ESDU.

The Project Coordinator-OPAAL will collaborate with the Contractor on the preparation of a brief plan of action that identifies activities necessary to achieve the deliverables identified in this Terms of Reference in order to ensure the deliverables identified in this Terms of Reference are achieved in an effective and efficient manner.

The Contractor will manage his/her time and responsibilities to ensure timely delivery of outputs required under this Terms of Reference.

6. Timing

It is anticipated that the Contractor will be selected by the OECS-ESDU and that the contract will commence as of December 1st 2005 and be completed no later than March 31st 2006. As the first activity, the Contractor will submit for approval of the ESDU a proposed plan of work containing timing for completion of foreseen tasks. The OPAAL staff will facilitate communication with Governments and other national and regional partners, as and when necessary.

8. Reporting

All reports will be completed as specified within the Terms of Reference indicated above and issued in Word format and will each take the form of one hard copy and one electronic copy, submitted to the Project Coordinator- OPAAL.