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| **LIBERIA AGENCY FOR COMMUNITY EMPOWERMENT**  **RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIA INFORMAL**  **SECTOR EMPLOYMENT (REALISE) PROJECT**  Capitol Bye Pass, Old Maternity Center, 1st Floor  Monrovia-Liberia |
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**Guide for the implementation of the Community Livelihood and Agriculture Support in Grand Cape Mount, Gbarpolu, Bomi, Lofa, Bong, Nimba, Grand Gedeh, and Sinoe Counties**

**Introduction**

The Government of Liberia (GoL) has received funding from the World Bank, the French Agency for Developmemt (AFD), and the Swedish International Development Agency (Sida) to implement the Recovery of Economic Activity for Liberian Informal Sector Employment (REALISE) Project. The Project’s Development Objective is to increase access to income-earning opportunities for the vulnerable in the informal sector in response to crises, expand income and livelihood support to poor and food insecure households, and improve efficiency in managing social protection programs in Liberia. The REALISE project comprises of six components namely: (i) Grant Support to Vulnerable Households to Revive or Start Small Businesses; (ii) Temporary Employment Support and Employability Development for Vulnerable Workers; (iii) Program Implementation, Capacity Building and Coordination; (iv) Contingency Emergency Response Component; (v) Community Livelihood and Agriculture Support (CLAS); (vi) Social Cash Transfer and Strengthening of the National Social Protection System. REALISE Project is being implemented by the Ministry of Youth and Sports (MYS), Ministry of Gender, Children and Social Protection (MGCSP), and the Liberia Agency for Community Empowerment (LACE)

**Background**

The CLAS program is is aimed at improving livelihood opportunities and climate resilience for poor and vulnerable populations in rural areas of Liberia in response to crisis in the country. The program is a continuation of the interventions implemented under the Youth Opportunities Project (YOP). Under the REALISE Project, the program will support up to 16,200 beneficiary households living in rural communities with farm inputs, technical agricultural support, and labor subsidies to enable them engage in community-level farming that will help recover or strengthen their income generation potential. Additionally, the program will support the restoration or construction of community level infrastructure and increase opportunities for market linkage as a way of improving and sustaining livelihoods in participating communities. Targeting of program interventions will prioritize vulnerable and food-insecure households living in remote and hard to reach communities.

Key activities of the CLAS program fall under three categories, namely; i) support to farming groups, ii) community development support, and iii) market linkage. Support to farming groups will include technical agriculture support, life and business skills training, farm startup grant, and labor subsidy to beneficiary Farming Groups (BFG) of 28 persons. The BFGs to develop farming subprojects, ii) provision of farm startup grant (US$1,800) to help procure inputs, iii) provision of life skills training and promote climate-smart agriculture practices, and offer cash transfer of US$350 as labor subsidy to each beneficiary to help smooth consumption during the lean season.

Additionally, the component will provide Community Development Support (CDS) grants of up to US$1,800, alongside technical assistance, to each participating community to help maintain or improve small-scale common infrastructures, which are identified in consultation with BFGs. The component will also provide market linkage support (MLS) for beneficiary groups and their communities through TA and business grants. The small-scale and labor-intensive nature of community projects implies they are also likely to be low-carbon activities, while MLS would also promote climate-smart farming.

**Location**

The CLAS program will be implemented in the following eight (8) counties: Bomi, Bong, Gbarpolu, Grand Cape Mount, Grand Gedeh, Lofa, Nimba and Sinoe. At total of 577 communities will be targeted to benefit from the program with about 16,200 households in these communities directly benefiting from program interventions.

**Description of beneficiaries (community and individual)**

**Please insert text here.**

**Distribution of Beneficiaries**

Distribution of beneficiaries among targeted counties will be based on a combination of factors which include extreme poverty and food insecurity rates in the county. At the district/clan and community levels, poverty and food insecurity data will be matched against additional information collected from county consultation to determine number of participating districts and communities. Number of beneficiaries at the community level will be held at a constant of 28 households per community for participation in Agriculture and Livelihood Support interventions under the program. The tables below show the estimated distribution of beneficiaries per county based on analysis of poverty data from (data source)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Table 1: CLAS Beneficiaries Allocation by Clusters | | | | | |
| **CLAS – Cluster 1** | | | | | |
| **County Selection** |  | **Distribution**  **(%)** | **Beneficiaries\***  **(n, rounded)** | **Districts**  **(n, Total)** | **Clans**  **(n, Total)** |
| Gbarpolu |  | 11.5% | 700 | 6 | 13 |
| Grand Cape Mount |  | 16.7% | 1,000 | 5 | 33 |
| Grand Gedeh |  | 13.8% | 900 | 8 | 36 |
| Nimba |  | 52.2% | 3,200 | 17 | 74 |
| Sinoe |  | 5.8% | 400 | 17 | 112 |
| **Total** |  | 100.0% | 6,200 | 53 | 268 |
|  |  |  |  |  |  |
| **CLAS – Cluster 2** | | | | | |
| **County Selection** |  | **Distribution**  **(%)** | **Beneficiaries\***  **(n, rounded)** | **Districts**  **(n, Total)** | **Clans**  **(n, Total)** |
| Bomi |  | 12.7% | 1,300 | 4 | 22 |
| Bong |  | 48.5% | 4,800 | 12 | 47 |
| Lofa |  | 38.9% | 3,900 | o7 | 22 |
| **Total** |  | 100.0% | 10,000 | 23 | 91 |

*Notes:* the exact number of beneficiaries by county will depend on the number of beneficiaries farming groups and the number of individuals for each group.

**Geographic Targeting**

Under the CLAS component, the project will adopt geographic targeting as well as county, district, and community consultations to determine which districts and communities will receive the livelihood and agriculture support.

**County, District, and Community Consultation**

The section below shows the protocol to follow for consultation at the county, district, and community levels. The number of districts and communities to be selected is dependent on the number of beneficiaries allocated to the specific county, and the geographical spread of poverty and/or food insecurity rates used for the ranking in that specific county.

**Step 1 County Consultation**

1. **Mobilization and Sensitization:** The PMT shall send out formal communication to all county superintendents in the counties of implementation, informing them of the project objective, targets, benefits, and timeframe for implementation in their respective counties. The communication will also invite county authorities and key stakeholders to attend a County Consultation Meeting on the project organized by the PMT. Participants to the county consultation shall include: County Superintendent (or their designee), Development Superintendent, County Inspector, District Commissioners, MYS County Youth Coordinator, Representative of FLY, LISGIS, County Gender Coordinator, County Agricultural Coordinator, District Agriculture Coordinator, County NGO Steering Committee Chairperson, and other major stakeholders. The aim of the mobilization and sensitization is to invite stakeholders and inform them of the date, time, plan activities, and expected outcome of the consultation.
2. **County Consultation and Launch:** Dissemination of project information shall begin at the county level. Mobilization at this level shall include the gathering of stakeholders (Superintendent, NGOs, Civil Society Organizations etc.) through a consultative meeting and disseminating project messages through dialogues, and factsheets (to be developed before consultation). During this meeting, the PMT will ensure that the authorities are informed of the project activities to be implemented in the county, targeted number of beneficiaries, expected benefits, and the number of districts to benefit from the project intervention. The district selection will be guided by the criteria outlined below. Additionally, the PMT will ensure that the superintendent or designee will declare the component officially launched at the consultation and commission the commencement of activities thereafter. The aim of the consultation shall be to explain the project objective, operational procedures, strategies including targeting mechanism, and afford county authorities the opportunity to select districts where the project will be implemented using the district selection criteria.

**District selection and eligibility Criteria**

Within each County, the PMT will work with the participants indicated above to select the participating districts based on the following criteria:

* **Poverty:** The poorest districts should be selected with the aid of available data (poverty maps etc.). Selection should be based on considering areas with the most extreme levels of poverty, or where food insecurity is considered the highest.
* **Limited access to income earning opportunities:** Districts that have limited access to income earning opportunities, where there are fewer jobs or other opportunities for district residents to earn income (**No concessions**) should be considered.
* **Limited access to basic social services:** Districts that are remote and have less access to basic social services, for example where there are few health facilities, or access to educational facilities. Also, take into consideration access to other government or NGO programs/ projects in the districts and target those with the fewest available services.
* **High probability for productive investment activities:** Districts where there is the possibility of engaging in agriculture activities (**Availability of required land**).

**Note: In the case where a district is considered to have access to basic social services including concession, the community in which the concession is present will not be considered. However, other communities within the district that have extreme levels of poverty should be considered.**

Considering the district selection and eligibility criteria listed above, the PMT, together with the county authorities, will rank districts following the steps described in table 2 below.

Table 2: District Selection

|  |  |  |  |
| --- | --- | --- | --- |
| **For each County Selected:** | | **Sources** | **Notes** |
| **Step 1. Gather Data Sources: LHSR, Poverty Maps and Census 2023 data.** | | | |
| **Step 2. Rank Communities based on Poverty/Food Insecurity Data:** | | | |
| Option I | Use poverty and food insecurity rates from Census 2023 data to rank districts. | Census 2023 data (LISGIS) |  |
| Option II | If Option I not available, use LHSR if largely (>80%) completed in county, use poverty and food insecurity rates to rank districts. | LHSR data (MGCSP) | Completeness assessed with secondary sources (HIES 16, or satellite imagery) - only rural areas apply. |
| Option III | If Option I and II not available, use Poverty Maps to rank districts. | Poverty Maps (WB) |  |
| Option IV | If Option I, II, and III are not available, use Census 2008 data | Census 2008 data (LISGIS) |  |
| **Step 3. Perform consultations with local authorities at the county level for final selection of districts based on ranking.** | | | |

**Expected Outcome**

The county consultation will deliver the following outcomes;

* Stakeholders have broader understanding of component activities
* Districts selected for intervention
* Official launch of the component at the county level

**Step 2 District Consultation**

1. **Mobilization and Sensitization:** Mobilization and sensitization at the district level will follow similar pattern as that of the county level. The PMT shall send out formal communication to Statutory Superintendents, District Commissioners, Paramount Chiefs, Clan Chiefs, and other stakeholders at the district level, informing them of their participation in the project and inviting them to a district consultation. The district consultation will also aim to provide district authorities and stakeholders the opportunity to select communities within each district where the project will be implemented. Selection of communities will be in line with criteria set by the PMT for community eligibility. Key participants of the meeting shall include, District Commissioner, District Gender Officer, District Youth Coordinator, District Agriculture Officer, District Education Officer, District Commander of the Liberia National Police, and other key stakeholders (NGOs, religious groups, disability groups, etc.) to ensure this process is transparent and highly participatory.
2. **District Consultation:** Dissemination of project information shall continue at the district level. Mobilization at this level shall include the gathering of stakeholders (Statutory Superintendents, District Commissioners, Paramount Chiefs, Clan Chiefs, etc.) through a consultative meeting and disseminating project messages through dialogues, and factsheets (to be developed before consultation). During this meeting, the PMT will ensure that the authorities are informed of the project activities to be implemented in the district, the targeted number of beneficiaries, the expected benefits, and the number of communities to benefit from the project intervention. The community selection will be guarded by the criteria outlined below. The aim of the consultation shall be to explain the project objective, operational procedures, strategies including targeting mechanism, and afford district authorities the opportunity to select communities where the project will be implemented using the community selection criteria.

**Community selection and eligibility Criteria**

The PMT will work with the district authorities to select the eligible communities based on the following criteria:

* **Poverty:** Communities that are extremely poor, with a high vulnerable population and have experience food insecurity in the last three years.
* **Limited access to basic social services:** Communities that are remote and have less access to basic social services, for example where there are few health centers, or access to education facilities. Also, take into consideration access to other government or NGO programs/ projects in the districts and target those with the fewest available services.
* **Possibility for Productive Investment Activities:** Communities where there is the possibility of engaging in productive investment activities, including availability of community land for any agriculture-related activities and having the required number of beneficiaries targeted to undertake a subproject. In a situation where one community is unable to have the required number of beneficiaries, more than one community may be clustered and considered as a unit. However, these communities should be in proximity for ease of monitoring.
* **Must be accessible for support and supervision:** The community must be accessible (by car or motorcycle) for monitoring and supervision.
* **Willingness to provide land:** Communities participating in this project need access to land for beneficiaries to use for at least three years. Therefore, at this stage, relevant local government authorities and community leaders must provide approval to ensure land agreements meet the safeguards requirements.

Considering the community selection and eligibility criteria listed above, the PMT, together with the district authorities, will rank communities following the steps described in table 3 below.

Table 3: Community Selection

|  |  |  |  |
| --- | --- | --- | --- |
| **For each District Selected:** | | **Sources** | **Notes** |
| **Step 1. Gather Data Sources: LHSR, Poverty Maps and Census 2023 data.** | | | |
| **Step 2. Rank Communities based on Poverty/Food Insecurity Data:** | | | |
| Option I | Use poverty and food insecurity rates from Census 2023 data to rank communities. | Census 2023 data (LISGIS) | If some communities missing, use information from closest community if it is no more than 2km away. |
| Option II | If Option I not available, use LHSR if largely (>80%) completed in clan selected, use poverty and food insecurity rates (+ access to services/infrastructures) to rank communities. | LHSR data (MGCSP) | Completeness to be verified against secondary sources (extrapolation from satellite imagery) - only rural areas apply.  If communities missing, use information from closest community (if less or 2km away). |
| Option III | If Option I and II not available, use Poverty Maps and list/geo-location of communities to rank communities. | Poverty Maps (WB), list/GPS of communities (LISGIS) |  |
| Option IV | If Option I, II, and III are not available, use Census 2008 data | Census 2008 data (LISGIS) |  |
| **Step 3. Perform consultations with local authorities at the district level for final selection of communities based on ranking.** | | | |

**Expected Outcome**

The district consultation will deliver the following outcomes;

* District stakeholders informed of component activities
* Participating communities selected

**Step 3 Community Consultation**

1. **Mobilization and Sensitization:** Mobilization and sensitization at the community level will constitute the most important communication activity of the project as this is where the actual implementation will occur. In order to be successful, more time and resources will be committed to creating awareness and sensitizing community members on the objective and operational procedures of the project as a way of getting selected communities involved in implementation from the beginning.
2. **Community Consultation:** The PMT will gather the relevant stakeholders to include, the town chief, youth chair, women chair, elder counsel and all interested parties at the community level through a consultative meeting. During the meeting, the PMT will raise awareness on the project and the recruitment process for beneficiaries. To ensure the project information reach a larger audience, the PMT will also hold focus group discussions and community town hall meetings. Project posters, community announcers (town crier), factsheets, among others will also be considered for information sharing. During the community consultation, recruitment modalities will be discussed and the dates for recruitment will be announced.

**Expected Outcome**

The community consultation will deliver the following outcomes;

* Community dwellers informed of component activities
* Recruitment modalities discussed and dates announced

The community consultation is the final step in the activities leading to recruitment at the community level. Once the community consultation is completed, recruitment follows immediately after.

**Beneficiaries Targeting Approach**

An On-demand targeting approach will be used to recruit Sixteen Thousand Two Hundred (16,200) vulnerable individuals. The following criteria will be used for recruiting and enrolling beneficiaries into this component:

**Selection criteria for Project Beneficiaries**

* Be at least 18 years old[[1]](#footnote-1) and above;
* Be able and willing to perform the work; and participate in the project every day or as required;
* Live in the participating community; or within 5-kilometer walk away
* Have no other member of his/her household[[2]](#footnote-2) registered for the same component (this means not more than one member from a household can participate)
* Not have any stable source of income in their household such as pay employment, shop, or *pem-pem* business which provides them with monthly income of US$100 or more.
* Not own any motorized vehicle or motorcycle; and
* Not own a generator or television.

People who do not meet these criteria will not qualify for Lottery and Enrolment. However, certain groups should be accommodated to ensure their participation, particularly if they meet the criteria but are not “able to perform the work” because of their condition (Health or other Conditions). Groups that should be accommodated under this category are as follows:

* **Pregnant Women**: Women with pregnancy who apply to participate in the project should be allowed to participate. ***In the case where a pregnant woman feels she is unable to work because of health or other reasons that will affect her pregnancy or the life of the unborn child she can designate a representative from her household to work on her behalf. If there is no available member from her household to work in her stead, she will be considered for payment.*** It is the responsibility of Service Provider, Farm Management Committee and beneficiaries to decide tasks to be carried out by pregnant women. Examples of such possible duties include supervision, setting out, counting or clerking of tools or looking after small children.
* **Women with Children under five years**: Women with children under five years should also be accommodated. If two or more women on the project with children under five years are selected, one will be tasked with looking after these small children, while the other(s) work. The woman looking after the children will be paid the same rate as other workers on the project.
* **People with Disabilities (PWD):** The component will accommodate people with disabilities. ***PWD that meet all eligibility criteria will automatically be accepted/selected as beneficiaries and will not go through the lottery process***. During subproject implementation, depending on the nature of disability, appropriate tasks can be allocated to them or some tasks can be designed especially for them. ***In the case where their disability is grave and will not permit the beneficiary to work, a member of their household can represent them***. For example; epilepsy.

**NOTE:** The REALISE Project defines PWD as individuals with disabilities such as: blindness, cripple, deaf and dumb, and epilepsy. While specific efforts are made to include participants in these special categories, once selected they or their representatives are subject to the same rules as all participants in the Project. However, the tasks to be assigned to participants with disabilities will be determined by the Beneficiary Farming Group (BFG) and the COCs.

# **Recruitment of Beneficiaries**

The PMT will use On-Demand targeting to register project beneficiaries.

1. **On-Demand Targeting Approach**

Under this approach, PMT/Service Provider (SP) will setup recruitment venues in participating communities and all interested community members will be encouraged to participate in the recruitment process.

The recruitment process (data collection) will begin with a community meeting outlining recruitment steps listed below:

**Step 1 Community Meeting**

1. Component Activities (type of farms to cultivate, Group composition, Daily Attendance taking, Climate Smart Activities etc.)
2. Benefit (Mobile Money Registration, NIR Registration, Grant Labor Subsidy, Tool Grant, and Life Skills Training).
3. Recruitment Steps, Number of Household members to benefit from the community and Number of members per household (only one member of a household can be eligible)
4. Opportunity for PWD, pregnant women, women with children under five years in the CLAS component of the REALISE Project
5. Payment
6. Questions and Answers

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| **KEY Things to emphasize:**   * The component supports farming activities, therefore, only those interested in farming should participate. * That only one member of a household can participate, * Ask participants Household to identify only one member of the household to participate in the pre-screening. |

**NOTE: Number of Districts will be selected based on the number of communities as the example below:**

|  |  |  |  |
| --- | --- | --- | --- |
| NO# | Communities | Number | Districts |
| 1 | From 1-15 | One | District |
| 2 | From 16-30 | Two | Districts |
| 3 | From 31-45 | Three | Districts |
| 4 | From 46-60 | Four | Districts |

**Step 2 Pre-screening**

**Recruitment Centers should meet the following requirements:**

* They must be located no further than 30 minutes’ walk within selected communities so that they can be reasonably accessed by foot,
* They must provide enough space inside (if inside a building) to facilitate up to 10 individuals at a time and enough space adjacent to the Targeting Center (for example, outside) to allow 50 or more individuals to wait,
* Ideally, they should have sufficient light from outside.
* Seats should be provided for both the person interviewing and the person being interviewed.

**Data Collection/Pre-Screening:**

* The short CLAS Intake tool will be used to collect data (the Intake tool will be developed before recruitment commences).
* The tool will be capable of calculating in the backend and displaying on the screen at the end of the pre-screening ***“Eligible”*** for those who meet the required poverty score and ***“Ineligible”*** for those who do not meet the required poverty eligibility score.
* Poverty score for eligibility will be decided by the PMT with support for the WB Team
* Conduct individual interviews using smart phone survey to screen participants to see if they meet the component entry criteria.
* Applicants will be required to form Queues (Separate queues for Males and Females) – on day of recruitment
* Interviews should be conducted at a distance where other applicants waiting will not hear the ongoing interview and responses.
* Data upload will be made daily, at the end of data collection day.
* Besides the Tablet version of the data collected, the ID Number, Name, Age and Sex of every applicant interviewed will be recorded on a hardcopy for future reference.

**Step 3 Verification**

This process will be a short activity to be completed by the community members present at the event. The verification is intended to validate the following:

* That eligible applicants are from the project community.
* That all pre-screened individuals meet the criteria through group discussion with the pre-screened members and other participating community members.
* That PMT will inquire if there is more than 1 member of a household eligible.

If any member at this point is discovered ineligible, his/her lottery ticket will be revoked.

**Step 4 Lottery**

The final selection of beneficiaries will be done by lottery when there is an over subscription of eligible beneficiaries. The lottery process is as follow:

* Those considered eligible will be provided the project pre-numbered lottery ticket.
* Ensure that all tickets are placed into a transparent bucket/bowl by the applicant.
* All applicants present and verified will have a ticket and a stub. The ticket will be placed in the bucket and stub with the same information is kept by the applicant for verification if they turn up to be a winner.
* There will be two buckets, one for Male and one for Female from each bucket.
* A total of 28 tickets (14 Female, 14 Male) will be drawn from the bucket, 50% for female and 50% for male. ***In a case where the community quota is more than 28 and it is an odd number, the female will be higher than the male by one.***
* Ask a member *(a neutral person who is not a part of the process)* of the community to pick the tickets from the bucket one by one. After each ticket is drawn, read out the name aloud and use the number on the ticket to verify the ticket in the possession of the applicant. The selected beneficiary should be asked to proceed to a final registration and contract sigining table.
* Continue drawing numbers until the target number has been reached for that gender.
* The team leader will ensure that information for all Lottery Winners/Beneficiaries are entered using the intake tool for winners and uploaded to the online platform.
* PMT Team Leader will ensure that the ID numbers, names, gender and community of all selected beneficiaries enrolled in the program are recorded.

**Waitlist**

When the lottery process is completed, politely extend thanks to all the participants and inform the unsuccessful participants that a waitlist will be electronically generated and 25 of non-Winner will be placed on a wait list.

* Those who are not winners will be randomly selected and ranked from 1 – 25 to form a part of the waitlist.
* The randomization and ranking will be done electronically *(using computer application).*
* When a person drops, the 1st person is selected from the waitlist

**Step 5 Signing of Contracts**

* Once the final selection of beneficiaries is complete, those selected from the lottery for participation should be directed to registration and contract signing tables where PMT/SP staff will review the program benefits and contract together with the individual beneficiary.
* Participants will be asked to sign or thumb print a contract detailing the terms and conditions of their engagement, as well as their own responsibilities when they are recruited. The PMT/SP Staff should read the contract aloud to the participant and answer any questions to make sure s/he understands it. A sample contract is attached in Annex 1. The winning lottery ticket stub should be stapled to the contract.

**Step 6 Issuance of ID Cards and Mobile Money Numbers**

* Beneficiaries will be issued NIR ID cards during implementation. PMT will bear the cost of the printing.
* Beneficiaries will also be issued Mobile Money Numbers where necessary
* Beneficiaries who are to receive tool grant payment on behalf of the BFGs will be required to upgrade their SIM cards with the support of the SP and PMT

**Step 7 Formation of beneficiary farming groups (BFGs)**

* Facilitate the formation of beneficiary farming groups of 28 members and above (where necessary).
* Facilitate the formation of Farm Management committee from among the farming group membership. The FMC shall contain at least 5 members with female representatives.
* Facilitate the development of the Sub-project Proposals and support in the identification of community development projects

1. **LHSR Census Approach**

This approach will be used after the completion of the On-Demand Targeting process. The SP will conduct community mapping and enumerate all households in each project community using the LSHR intake tool.

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| **CLAS – Cluster 1** | | | | | | | | | | | | |
|  | **Extreme Poverty OR Food Insecurity** | |  |  | **Target Communities\*** | | | | **Target Beneficiaries\*\*** | | | |
| **County** | **Distribution** | **Beneficiaries** | **Districts** | **Clans** | **Total** | **Round 1** | **Round 2** | **Round 3** | **Total** | **Round 1** | **Round 2** | **Round 3** |
| **6200** | **(%)** | **(n)** | **(total)** | **(total)** | **(R1+R2+R3)** | **(35%, 2024)** | **(35%, 2025)** | **(30%, 2026)** | **(R1+R2+R3)** | **(35%, 2024)** | **(35%, 2025)** | **(30%, 2026)** |
| Grand Cape Mount | 18.80% | 1,166 | 5 | 33 | 43 | 15 | 15 | 13 | 1,166 | 408 | 408 | 350 |
| Grand Gedeh | 15.60% | 967 | 8 | 36 | 36 | 13 | 13 | 10 | 967 | 339 | 339 | 290 |
| Nimba | 59.00% | 3,658 | 17 | 74 | 133 | 47 | 47 | 39 | 3,658 | 1280 | 1280 | 1097 |
| Sinoe | 6.60% | 409 | 17 | 112 | 15 | 5 | 5 | 5 | 409 | 143 | 143 | 123 |
| **Total** | **100.00%** | **6,200** | **47** | **255** | **227** | **80** | **80** | **67** | **6,200** | **2,170** | **2,170** | **1,860** |
|  |  |  |  |  |  | *35%* | *35%* | *30%* |  | *35%* | *35%* | *30%* |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **CLAS – Cluster 2** | | | | | | | | | | | | |
|  | **Extreme Poverty OR Food Insecurity** | |  |  | **Target Communities\*** | | | | **Target Beneficiaries\*\*** | | | |
| **County** | **Distribution** | **Beneficiaries** | **Districts** | **Clans** | **Total** | **Round 1** | **Round 2** | **Round 3** | **Total** | **Round 1** | **Round 2** | **Round 3** |
| **10000** | **(%)** | **(n)** | **(total)** | **(total)** | **(R1+R2+R3)** | **(35%, 2024)** | **(35%, 2025)** | **(30%, 2026)** | **(R1+R2+R3)** | **(35%, 2024)** | **(35%, 2025)** | **(30%, 2026)** |
| Bomi | 11.40% | 1,140 | 4 | 22 | 40 | 14 | 14 | 12 | 1,140 | 399 | 399 | 342 |
| Bong | 43.60% | 4,360 | 12 | 47 | 158 | 55 | 55 | 48 | 4,360 | 1526 | 1526 | 1308 |
| Gbarpolu | 10.00% | 1,000 | 6 | 13 | 36 | 13 | 13 | 10 | 1,000 | 350 | 350 | 300 |
| Lofa | 35.00% | 3,500 | 7 | 22 | 125 | 44 | 44 | 37 | 3,500 | 1225 | 1225 | 1050 |
| **Total** | **100.00%** | **10,000** | **29** | **104** | **359** | **126** | **126** | **107** | **10,000** | **3,500** | **3,500** | **3,000** |
|  |  |  |  |  |  | *35%* | *35%* | *30%* |  | *35%* | *35%* | *30%* |
| **Notes:** |  |  |  |  |  |  |  |  | 1,100 |  |  |  |
| \* Communities in Round 3 is anything remaining from 70% rounded communities in Round 1 and 2 | | | | | | |  |  | 4,400 |  |  |  |
|  | | | | | | | 1,000 |
| **Definitions** |  |  |  |  |  |  |  |  | 3,500 |  |  |  |
| Extreme Poverty: total consumption (food and non-food) below the national poverty line of LD 37,151.95 per adult-equivalent. | | | | | | | | |  |  |  |  |
| Food Insecurity: the household is identified as severely food insecure if household went a whole day and night without eating in the last 7 days (RF period is 30 days). | | | | | | | | | | | |  |

**Market Links Support (MLS)**

The CLAS component will include support to market links for beneficiary groups and their communities through technical assistance (TA) and business grants. Market links support will play a crucial role in supporting farming groups by connecting them with buyers, and other stakeholders in the agricultural value chain. This support will enable farming groups to enhance their market access, improve profitability, and promote sustainable agricultural practices. To provide MLS to BFGs, the PMT will work through cooperatives that will be recruited at the county level. Cooperatives when recruited, will work with BFGs to establish market information systems, strengthen farmer buyer relationship, support collective marketing initiatives, and provide access to technology to enhance opportunities and sustainability for farming groups.

**Cooperative**

Market links support will be provided by cooperatives that will be identified by the PMT at the local level. Cooperatives will receive grant support from the project to enhance their capacity and improve their efficiency in delivering market links support to BFGs. The PMT will identify Fifteen (15) cooperatives with expertise in the approved subprojects to be implemented by the BFGs during the project lifespan.

**Benefits of Market Links Support to Beneficiary Farming Groups**

**Enhanced Market Access:** Market links support will enable BFGs to access a wider customer base, both domestic and international. It will also lessen reliance on middlemen by connecting farmers directly with consumers, such as retailers, wholesalers, processors, and exporters, to ensure agricultural produce are sold at fair rates.

**Increased Profitability:** Better market access will enable farming groups to negotiate higher prices for their goods, guaranteeing greater profit margins. Market links also assist farming groups in identifying market trends and demands, allowing them to customize their production in order to minimize waste and maximize sales.

**Knowledge and Skill Development:** Market links support often includes capacity building programs that provide farming groups with the necessary knowledge and skills to meet market requirements. Training on quality standards, packaging, branding, and marketing strategies empower farming groups to produce and sell high-quality products that meet consumer expectations.

**Diversification and Value Addition:** Market links support encourages farming groups to diversify their product range and engage in value addition activities. By identifying new market places and opportunities, farming groups can expand their product portfolio and add value through processing, packaging, and branding. This not only increases profitability but also creates employment opportunities within rural communities.

**Support to strengthen market links**

**Establishing Market Information Systems**: Cooperatives will develop a robust market information system that helps farming groups access real-time market data, including prices, demand trends, and consumer preferences. This information will enable farming groups to make informed decisions regarding production, marketing, and pricing strategies that align with market dynamics.

**Strengthening Farmer-Buyer Relationships:** Cooperatives will facilitate direct communication and partnerships between farming groups and buyers to foster trust and collaboration. This can be achieved through regular buyer meetings, and networking platforms, where farmers can showcase their products and negotiate sales directly with potential buyers.

**Supporting Collective Marketing Initiatives:** Encouraging farming groups to work collaboratively or in associations can enhance their bargaining power and enable collective marketing efforts. These groups can pool resources, share market intelligence, and negotiate better prices with buyers, ensuring fairer returns for their produce.

**Access to Technology:** Cooperatives will provide farming groups with appropriate technologies that will significantly improve their productivity and market competitiveness. Access to technological innovations, such as climate smart agriculture training, precision farming techniques or post-harvest storage solutions, empowers farming groups to meet market demands effectively.

**Community Development Support (CDS)**

The PMT shall facilitate the establishment of a COC in each project community during community consultations (prior to the recruitment). Members of the committee shall be selected in an open and transparent manner in the community at time when most community residents will be available. The COCs shall be the key support structure for the implementation of community development subprojects and provide oversight to the BFGs. The SP will support the COC in collaboration with the BFGs to develop subproject that meets the need of the community and the BFGs. CDS will be mainly directed towards improving small-scale common infrastructures. Small-scale common infrastructures refer to facilities or assets that are shared and used by the community, such as roads, bridges, warehouses, processing machinery, etc.

**Grievance Redress Mechanism**

The Grievance Redress Mechanism (GRM) Assistant will lead on all GRM issues and will work in collaboration with the PMT/SP to ensure that all grievance issues are captured and resolved in a timely manner. The MIS GRM module will be used for managing all grievances under this component. The REALISE Project hotline **(3344)** will be used for reporting all complaints. Grievance received will be logged into the MIS grievance module and assign to the Grievance Redress Committee (GRC) for resolution. The COCs will support the grievance redress processes at the community level. They will be mainly responsible for assisting other beneficiaries to report grievances and provide feedback to complainants.

**Environmental and Social Safeguard Screening**

All identified subprojects will be screened for compliance with social and environmental safeguards. The Environmental & Social Safeguard Officers will be responsible for ensuring that all identified subprojects conform to the project safeguards policies. However, initial screening of subproject will be carried out by the SP by completing the subproject E&S screening checklist form contained in Annex 2 as part of the subproject appraisal process. The SP will also ensure the signing of a land use agreement (Annex 3) between the BFGs and the voluntary land donator. Additionally, the SP will complete the land donation screening checklist to ensure that the land being donated certifies the environment and social (E&S) requirements of the PMT. Environmental and Social Safeguards field supervision will be undertaken quarterly and completed forms will be checked and verified by the E&S Safeguard Officers. After verification, copies of all approved completed screening checklist forms will be saved at the project office in Monrovia.

**Supervision, Monitoring and Evaluation**

Supervision, monitoring and evaluation of subprojects will take place at the community, county and national levels. At the national level, the PMT is responsible for overall monitoring and supervision of the component. At the county and community levels, overall technical supervision, support, monitoring and evaluation is the responsibility of the relevant contracted SP.SP will be expected to submit monthly narrative report covering their own activities and the status of all subproject in their county including attendance sheets kept by the FMC to the PMT through the Agriculture Officer. Copies of all attendance sheets submitted by FMCs must be kept in the subproject community for verification and validation during supervision visits. The Agriculture Officer and the E&S Safeguard Officers will undertake periodic joint field visits to provide technical and supervision support to the SP. The M&E Officer with technical support from the PMT will design a Quality Assurance Checklist or supervision forms that will be completed during every visit.

**Annex 1** **Contract for Beneficiary**

|  |  |
| --- | --- |
| Unique Identification number: |  |
| Name of Beneficiary: |  |
| Male or female: |  |
| Date of birth: |  |
| Subproject Name: |  |
| Sub project community Name: |  |
| District Name : |  |
| County: |  |

**Declaration of Beneficiary:**

I declare that during the selection process I answered all questions posed to me by the SP truthfully and I believe that I am eligible for participation in the REALISE based on the criteria explained to me.

I am also aware that, if it is found that I provided false information during the selection process, PMT and the SP may take corrective action, which may include canceling this agreement with immediate effect and dropping me from the project.

**Under this agreement for participation, a beneficiary agrees to and accepts the following:**

* Tools and equipment provided need to be returned to the SP for safekeeping; otherwise deduction may be done from the beneficiary’s payments.
* No insurance is provided; this includes cases of accidents, death, illness, etc.
* No transport is provided.
* No Food will be provided
* Labor subsidies, grant for farming inputs, NIR Card, Mobile money SIM card and phone, and life skills training are the only benefits provided by the project.
* Compulsory that beneficiary attend trainings.
* Payment is dependent on attendance.
* Proceeds from their farms exclusively belong to the group and not the community
* Farm proceeds could be shared into three parts; one for seed bank for subproject continuation, to establish village saving scheme and the other part for sharing based on the group’s decision.

**Signature of the SP:**

I certify that I have read aloud to the beneficiary the conditions of this contract.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of Beneficiary:**

I have understood the conditions for participation and I accept them.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Annex 2** **Environmental and Social Safeguard Screening Checklist**

This checklist is used by Service Provider and or Environmental/Social Safeguard Officer to review the potential environmental and social safeguard impacts of subprojects and determine whether the subprojects will trigger relevant safeguard policies of the World Bank. It is a tool to screen, classify and evaluate the subproject activities during project preparation.

|  |  |
| --- | --- |
| Name of subproject |  |
| County |  |
| District |  |
| Community |  |
| Contact person |  |
| Position |  |
| Contact number |  |

## **Description of the proposed subproject**

## Estimated duration of the subproject\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Current land use of the area for the proposed subproject:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Agriculture | □ | Residential | □ | Existing Dugout | □ |
| Existing Road | □ | Reservation | □ | Park/Recreation | □ |
| Industrial | □ | Other (specify) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |

Site Distance from nearest water body or drainage channel (minimum distance measured from the edge of proposed site to the bank of the water body or drain)

|  |  |  |
| --- | --- | --- |
| More than 100 meters □ | 100 meters □ | Less than 100 meters □ |

Land cover of the site consists (completely or partly or noticeably) of:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Vegetation | □ | Sparse Vegetation | □ | Physical Structure(s) | □ |
| Flood Plane | □ | Agriculture (Animals) | □ | Cultural Resource | □ |
| Water | □ | Agriculture (Crops) | □ | Other specify \_\_\_\_\_\_\_\_ | |

Elevation and topography of the area for the Sub-Project:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Flat | □ | Valley | □ | Slope | □ | Undulating | □ |
| Hill | □ | Mountain | □ | Depression | □ |  |  |

Elevation and topography of the adjoining areas (within 500 meters radius of the site):

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Flat | □ | Valley | □ | Slope | □ | Undulating | □ |
| Hill | □ | Mountain | □ | Depression | □ |  |  |

## **Table 1 Environmental Screening Checklist**

|  |  |  |  |
| --- | --- | --- | --- |
| Issue | Answer | | Remarks |
| Yes | No |
| **Overview** | | | |
| Will the subproject cause any negative environmental impact? |  |  |  |
| If yes, are these impacts low, moderate or substantial? Please provide a brief description in the remark column |  |  |  |
| Does the subproject involve significant changes or destruction of critical natural habitats (wetland, river, creek etc.)? |  |  |  |
| **Air Quality** | | | |
| Would the proposed subproject emit dust, smoke, or Volatile Organic Compounds (VOCs)? |  |  |  |
| Would it expose beneficiaries or the public to substantial emissions? |  |  |  |
| Would it result in cumulatively increased emissions in the area? |  |  |  |
| Would it create unpleasant odor affecting people? |  |  |  |
| **Water Quality** | | | |
| Will the subproject discharge sewage into wetlands or other surface water bodies? |  |  |  |
| Will the subproject require the use of chemicals like caustic soda, lead, dye, etc.? |  |  |  |
| Will it generate waste oil that needs to be discharge? |  |  |  |
| Will the subproject be implemented less than 200 meters nearest to water body? |  |  |  |
| **Biological Resources** | | | |
| Would the proposed Subproject have adverse effect on any reserved area? |  |  |  |
| Would it have adverse effect on wetland areas through removal, filling, interruption of water flow or other means? |  |  |  |
| Would it interfere substantially with the movement of any wildlife species or organisms? |  |  |  |
| Would it be implemented within 100m from an Environmentally Sensitive Area (wildlife habitat areas, steep slopes, wetlands, and important agricultural lands)? |  |  |  |
| **Cultural Resources** | | | |
| Would the proposed Subproject disturb any burial grounds or cemeteries? |  |  |  |
| Would it cause adverse effect on any artifact or historical site? |  |  |  |
| Would it alter the existing visual character of the area and surroundings, including trees and rock outcrops (granite, limestone, marble, etc.)? |  |  |  |
| **Noise** | | | |
| Would the proposed Undertaking generate noise in excess of established permissible noise level? |  |  |  |
| Would it expose persons to excessive vibration and noise? |  |  |  |

## **Table 2 Social Screening Checklist**

|  |  |  |  |
| --- | --- | --- | --- |
| Issue | Answer | | Remarks |
| Yes | No |
| **Land acquisition and Immigration** | | | |
| Would the subproject require land acquisition for implementation (public, private, temporary, or permanent)? |  |  |  |
| Would the subproject cause house demolition (including operating and non-operating ones)? |  |  |  |
| Would the subproject prohibit people from using their daily economic resources (such as fishing sites, market sites etc.)? |  |  |  |
| Would the subproject result in involuntary resettlement of individuals or families? |  |  |  |
| Would the subproject result in temporary or permanent loss of crops, fruit trees or other facilities? |  |  |  |
| Will people assets or livelihoods be affected? |  |  |  |
| Will people lose access to natural resources? |  |  |  |
| **Traffic and Vehicle movement** | | | |
| Will the subproject implementation stall vehicle movement? |  |  |  |
| Will the subproject implementation prohibit the movement of people during specific periods? |  |  |  |

**Comments:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Service Provider Representative Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Environmental/Social Officer Signature Date

**Annex 3 Land Use Agreement**

**This Agreement is made and entered into by and between**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**And**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Hereinafter referred to as “the Parties”**

1. **Background**

The Liberian Agency for Community Empowerment (LACE) has been designated by the Government of Liberia to implement the RECOVERY OF ECONOMIC ACTIVITY FOR LIBERIA INFORMAL SECTOR EMPLOYMENT (REALISE) PROJECT Component 5: Community Livelihood & Agriculture Support (CLAS). The Project Development Objective ***is to increase access to income-earning opportunities for the vulnerable in the informal sector in response to crises, expand income and livelihood support to poor and food-insecure households.*** The CLAS proposes to rely on Voluntary Land Donation for income-generation activities through farming as part of its project objective.

1. **Responsibilities of Parties to this Agreement**

This Agreement has been entered into this \_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_20\_\_\_\_\_\_ by and between and witnessed by the relevant local government authority.

WHEREAS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has agreed to provide \_\_\_\_\_acres

of farmland to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for use and for the duration as spelt out in this Agreement.

WHEREAS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has agreed to use the provided farmland for the purpose intended and has agreed to turn over farmland back to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ upon the expiration of this Agreement.

1. **Terms and Conditions**

This Agreement will go into effect \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and will stay in until \_\_\_\_\_\_\_\_\_\_, unless terminated earlier. The land provider can only terminate this Agreement upon serving a reasonable notice to ensure that farmer group does not incur any loss (including crop harvest) as a result of any such termination. The farmer group shall use the farmland for farming purposes only and nothing else, and that farmland is turned over to the owner upon the expiration of the Agreement.

1. **Relationship of the Parties**

The parties shall act as independent entities, and neither party shall act as agent for, nor partner of the other, nor be authorized to incur any liability or to represent or make commitments on behalf of the other.

Nothing in this Agreement shall be deemed to constitute, create, give effect to or otherwise recognize a joint venture, partnership or formal business arrangement between the Parties, and the rights and obligations of the parties shall be limited to those expressly set forth herein. Neither party shall have any liability nor did obligation to the other except as expressly provide herein.

1. **Settlement of Disputes**

This Agreement shall be governed by and construed in strict accordance with the laws of Liberia. In the event of any controversy or claim between the parties arising out of or relating to this agreement, or a breach thereof, the parties hereto shall consult and negotiate with each other and, recognizing their mutual interests, attempt to reach a satisfactory solution. The local authority who is signatory to this agreement will endeavor to ensure that a settlement is reached, and where settlement cannot be reached claim shall be settled in line with the laws of Liberia.

IN WITNESS WHEREOF, the parties hereto and the relevant stakeholders, through their duly authorized official(s), have executed this Agreement in duplicate, each of which shall be considered an original, effective as of the day and year shown below.

**Signed on behalf of (Beneficiary Farming Group)**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signed by Land Provider or on behalf of Community (in case of Public land)**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature /Thumb print: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signed by the Land Provider or on behalf of the Family (in case of Private land)**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature /Thumbprint: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Witnessed on behalf of REALISE Project (Service Provider)**

**Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature /Thumbprint: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Witnessed on behalf of the Local Authority (District Commissioner/Clan Chief)**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. This is in accordance with the minimum working age set by the Liberia Ministry of Labor. A person under 18 years might be able to participate if they receive special permission from the Ministry of Labor. [↑](#footnote-ref-1)
2. A household is “a group of people eating from the same pot” in keeping with the definition used by the Liberia Institute of Statistics and Geo-Information Services (LISGIS). [↑](#footnote-ref-2)