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GUIDELINES

Livelihood Matrix Guidelines

SUMMARY

This document is designed to support Developers in the understanding and filling of the [Livelihood Matrix](#). It highlights the need for [Free, Prior and Informed Consent](#) to be applied throughout the Project, distinguishes which information must be obtained during the Feasibility and Assessment phases, guides the Developer on how to determine the baseline of each dimension: Livelihood, Employment & Fair Wages, and Cultural Heritage & Governance, and on how to determine a [Social Additionality Plan](#).



Table of *Contents*

Table of Contents	1
Feasibility Phase	2
STAKEHOLDER MAPPING AND COMMUNITY COMMITTEE	2
STAKEHOLDER COMMITTEE	2
1. Concept	2
2. Objective	2
3. Composition	3
Assessment Phase	4
BASELINE	4
1. Concept	4
2. Approach	4
3. Process	6
SOCIAL ADDITIONALITY	6
SELECTION OF ACTIVITIES	6



Feasibility *Phase*

When applicable, the Developer must ensure to follow [FPIC processes](#) before and during the filling of the [Livelihood Matrix](#).

STAKEHOLDER MAPPING AND COMMUNITY COMMITTEE

Once identified, the Stakeholders must be categorised into Community Groups. The definitions of Community Groups and Stakeholder Types are included in the respective cells for clarification in the [Livelihood Matrix](#).

💡 Core or direct Stakeholders should be mapped first as these are usually living in or highly dependent on the Project Area and can provide information about other Groups.

Once Stakeholders are mapped, the Developer must constitute a Stakeholder Committee.

STAKEHOLDER COMMITTEE

1. Concept

It is a deliberation committee gathering **one** representative for each of the Community Groups identified.

2. Objective

It allows to simplify the [Community Consultation](#) process, avoiding the need to gather all individual Stakeholders in one place at the same time.



3. Composition

Each Community Group must select one individual to be their representative.

The representative must be:

- Legitimately appointed by the Community Group.
- Able to clearly communicate with the Developers to secure information exchange between them and the Community.
- Compensated by its function as part of the Project's actions, and if collectively agreed upon.



Assessment *Phase*

BASELINE

At the beginning of the Project, a baseline must be determined for each of the dimensions: Livelihood, Employment & Fair Wages, and Cultural Heritage & Governance.

1. Concept

- 1.1. It allows the Developer to identify where the Project should concentrate efforts to achieve Social Additionality.
- 1.2. It serves as a reference point to assess the results of the Project and the achievement of its objectives.

2. Approach

Each dimension nests four categories. The definition and activities to be assessed in each category are:

2.1. **Livelihood**

- 2.1.1. **Living Standard:** A certain level of material attainment and access to electricity, safe water, and quality education.
- 2.1.2. **Health:** Physical, mental, social, and spiritual well-being; and availability and access to medical treatment.
- 2.1.3. **Infrastructure:** Physical capital such as:
 - Housing: Quality of housing, housing improvements leading to adequate and affordable housing.



- Community infrastructure: Health clinics, schools, wells, meeting centres, etc. Includes water supply infrastructure and availability of sewage treatments and irrigation systems, among others.
- Public Space: Proximity to existing settlements & infrastructure, (market access) as well as roads, and the availability of open and accessible roads, public squares, parks, etc.

2.1.4. **Climate Change Adaptation:** Environmental integrity and the capacity to adapt to climate change.

2.2. **Employment & Fair Wages**

2.2.1. **Wealth creation:** New jobs, increased income generation, access to credit, entrepreneurship, and income diversity.

2.2.2. **Quality Employment:** From the point of view of the employee, incorporating considerations on income, work balance, environment and social protection.

2.2.3. **Improved skills & knowledge:** New measurable skills, knowledge, professional qualifications and technical competence.

2.2.4. **Safety and ethics of employment:** Job characteristics that are conducive to workers' health, well-being and safety.

2.3. **Cultural heritage & Governance**

2.3.1. **Project ownership:** Stakeholders validate and recognise the Project, having some degree of ownership or engagement toward its development.

2.3.2. **Respect for collective rights & security:** The Project is designed and implemented per the FPIC principles and poses no threat or harm to the communities.

2.3.3. **Cultural values & well-being:** The Project respects the ability to express cultural and spiritual values, traditional resource management rules and Local or regional languages.



- 2.3.4. **Sustainable heritage management:** Natural, tangible and intangible cultural heritage is identified and safeguarded.

3. Process

The baseline assessment must be done jointly by the Developer and the Stakeholders or the Committee, using participatory techniques. **Each category must be assigned a score per Community Group.** Scoring must follow the Stakeholders' vision of reality.

Scores are:

- **High** when a Category is well-developed or established.
- **Medium** when there's some evidence or work being done on the category, but it's not concrete/strong enough to be considered acquired.
- **Low** when there's little to no work being done in this category.

SOCIAL ADDITIONALITY

Social additionality is referred to as the additional socioeconomic benefits generated by the Project for its Community Groups, that would not have occurred without the Project.

💡 For example: "Health" at the beginning of the project was "low". Four years later it's scored as "medium" because the Project helped improve air quality, reducing respiratory issues in the Community.



SELECTION OF ACTIVITIES

- The Developer must report the key findings from the Baseline in the Consultation tab.
- The Developer alongside Stakeholders must determine the overall objectives per Community. The objectives reflect the current status and the priorities of the Community.
- Interventions are the concrete actions to achieve said objectives.

Outcomes must be set **within a four-year** timeframe.

A review of the Livelihood Matrix is required every four years. This process offers an opportunity to introduce new interventions or determine whether to persist with existing ones, considering their ongoing relevance to the Project or the need for additional time to accomplish them.



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