



# Impact Study

## **De La Salle University's Talim Bay Coastal Resource Management (DLSU – TBCRM) Program Inception Report**

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De La Salle University – Center of Social Concern and Action (DLSU-COSCA)

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## Acronyms

BFAR	Bureau of Fisheries and Aquatic Resources
CENSER	Center for Natural Sciences and Ecological Research
COS	College of Science
COSCA	Center for Social Concern and Action
DLSU	De La Salle University
DLSU-COSCA	De La Salle University - Center for Social Concern and Action
FGD	Focus Group Discussion
KII	Key Informant Interview
IR	Inception Report
PAR	Participatory Action Research
QA	Quality Assurance
SAMLOK	<i>Samahang Mandaragat ng Sulot</i>
SAMPAY	<i>Samahang Mandaragat ng Kaysa Paye</i>
TBCRM	Talim Bay Coastal Resource Management
TOR	Terms of Reference

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## 1. Introduction

This Inception Report (IR) is for the Impact Study of the project entitled, ***Talim Bay Coastal Resource Management (TBCRM)*** commissioned by the De La Salle University – Center for Social Concern and Action (DLSU – COSCA). The TBCRM is a thirteen year development initiative in Lian, Batangas with multiple funding modality. The study will cover the period from the project's inception up to the present.

The main objectives of the impact study are to<sup>1</sup>:

- Assess and keep tract of DLSU-COSCA's community development intervention in Lian, Batangas from January 2006 to date;
- Determine the extent and scope of DLUS-COSCA's community development intervention in Lian, Batangas; and,
- Come up with recommendation concerning the project improvement and future interventions of DLSU-COSCA in Lian, Batangas.

The purpose of this IR is to provide the main operational plan for the Impact Study. It provides information on the context, the approach and methodology that will be used for the study, and how it will be organized. It also provides information on how the Impact Study will be disseminated and used.

The primary expected users of this IR are the DLSU-COSCA, the local government unit of Lian, fishers' organisations and the community partners of the project. Concurrently, the secondary users include the various stakeholders from the Philippines.

**Table 1: Project Fact Sheet**

<b>Project</b>	
<b>Country</b>	Republic of Philippines
<b>Title</b>	Talim Bay Coastal Resource Management (TBCRM) Program
<b>Funding support</b>	FINEX Foundation, Inc. De La Salle University – Manila Matuod Development Fund Makati Garden Club Bureau of Fisheries and Aquatic Resources (BFAR)
<b>Timeframe</b>	15 February 2005 – Present
<b>Specific objective</b>	<u>Specific objective</u> : To protect, conserve, and manage the use of coastal resources of Talim Bay in Lian, Batangas.

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<sup>1</sup> Lifted from the Terms of Reference (ToR)

<b>Components</b>	<i>Community organising</i>	To organise a small fisher's association and capacitate them as <i>Bantay Dagat</i> that will protect the Talim Bay and support the CRM plans of the project.
	<i>Capacity building</i>	To strengthen the small fishers associations.
	<i>Livelihood</i>	To provide supplemental livelihood for the small fishers thereby increasing their income and savings.
	<i>Support services</i>	To facilitate the delivery of support services toward community development.
	<i>Network and linkages</i>	To draft and push for the needed municipal ordinances in support for the CRM plans.
	<i>Environmental Protection and Conservation</i>	To protect and conserve the Talim Bay and its coastal communities.
<b>Key activities</b>	<i>Community organising</i>	Formation of fishers' cooperative or federation.
	<i>Capacity building</i>	Orientation on coastal based resource management; issue prioritisation and coastal zoning; Vision, Mission, Goals; economic assessment; policy assessment; leadership formation; organisational development; training of Bantay Dagat; Fish Examiners' Training; Participatory Coastal Resource Assessment (PCRA); seaweed farming; disaster preparedness for tsunami; mangrove reforestation; Republic Act 8550 or the Fisheries Code of the Philippines.
	<i>Livelihood</i>	Seaweed farming; coco handicraft; doormat, sheet covers, potholder making; fruit candle making (santol, calamias); virgin coco oil processing; fish processing; establishment of <i>payaws</i> ; establishment of fish storage and processing center.
	<i>Support services</i>	Medical and dental missions; installation of deep well potable water system in Sitio Reyna; book and computer donation.
	<i>Network and linkages</i>	
	<i>Environmental Protection and Conservation</i>	Establishment of mangrove nursery and its rehabilitation.
<b>Budget contributions</b>		
<b>Partners</b>		
<b>Government</b>	Local Government Unit of Lian, Batangas Bureau of Fisheries and Aquatic Resources (BFAR)	
	Homeowners Associations <i>Samahang Mandaragat ng Sulot (SAMLOK)</i> <i>Samahang Mandaragat ng Kaysa Paye (SAMPAY)</i> King Fisherfolk Association, Inc.	

<b><i>De La Salle University</i></b>	Center for Social Concern and Action (COSCA) College of Science (COS) Center for Natural Sciences and Ecological Research (CENSER) Brothers Faculty Members Students and Student Council Alumni Parents Network Partners (???)
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## 2. Impact Study approach and methodology

### 2.1. Proposed approach and methodology

To substantially achieve the goals of the Impact Study, Participatory Action Research (PAR) and mixed-methods shall serve as the overarching strategies. That said, both quantitative and qualitative data collection methods would be utilised by the consultant.

More concretely, the consultant shall cover and visit selected project sites to include coastal barangays in Lian, Batangas. To facilitate the efficient data gathering, DLSU-COSCA staff or a local partner representative will accompany the consultant in the field sites.

Other stakeholders might not be involved in the data gathering due to time consideration, the consultant through the DSLU-COSCA field staff will distribute survey questionnaires to selected partners to ensure that their insights will form part of the study. The number of sample, respondents, and the selection basis are discussed in the data collection section of the IR. The consultant gives liberty to the DSLU-COSCA and its local partners to select who will answer the survey among the local government units, fisher folks, and members of the fishers' organisations among others.

The impact study questions listed in the Terms of Reference (ToR) are presented in **Table 2**, the MTR Impact Study matrix. The table below describes the overall approach to data collection within the Impact Study. Also, it provides the Impact Study criteria to the main stakeholders and the methods that will be used to collect the data.

**Table 2: Impact study matrix**

	Stakeholders				Methods				
	DLSU Community	LGU Partners	PO	Community	Document Review	FGD	KII	Survey	Observation
<b>A. Project Implementation</b>									
A.1. Resource allotted					X	X	X	X	X
A.2. Activities initiated					X	X	X	X	X
<b>B. Economic Impact</b>									
B.1. Household income and poverty level					X		X		X
B.2. Household expenditure					X	X	X	X	X
B.3. Household assets					X	X	X	X	X
B.4. Unemployment and underemployment					X	X	X		X
B.5 Creation and development of alternative livelihood (micro, small, and medium enterprises or MSMEs)					X	X	X	X	X
B.6 Budget allotment and utilisation for the TBCRM-related projects under the Municipal or Barangay Local Development Plans					X	X	X	X	X
<b>C. Social Impact</b>									
C.1. Membership and participation in People's					X	X	X		X



	Stakeholders				Methods				
	DLSU Community	LGU Partners	PO	Community	Document Review	FGD	KII	Survey	Observation
Organisations									
C.2. Enforcement of national and local ordinances or resolutions on community-based coastal resource management (CBCRM)					X	X	X	X	X
C.3. Presence and implementation of TBCRM-related programs, projects, and activities in the Barangay's development plan and budget					X	X	X	X	X
C.4. Projects and activities in the barangay					X	X	X	X	X
C.5. Perception on the household condition before and after the establishment of the Marine Protected Area (MPA)					X	X	X		X
<b>D. Environmental Impact</b>									
D.1. Marine biodiversity					X	X	X	X	X
D.2. Coral reef condition					X	X	X	X	X
D.3. Mangrove cover					X	X	X	X	X
D.4. Water quality					X	X	X	X	X

A mixed methods approach is adopted for each of the areas of investigation set out in the Impact Study questions. This allows for triangulation of observations from different sources, by different methods, across different locations and stakeholders. It may allow for additional disaggregation of observations. Such triangulation improves the confidence with which the consultant can draw their findings.

## 2.2. Site mapping

The selection of sites in Lian, Batangas will be done in consultation with the DLSU-COSCA and the local partners, in order to combine an appropriate mixture of locations and logistical efficiency. This is challenging, given the large numbers of potential sites and the difficulties of determining a properly representative sample, the breadth of the project scope set out in ToR and the time available to the team. The following factors were considered while making the selection:

- Security situation;
- Distance/location of project partners
- Cost-efficiency (implementation of several data collection methods in an area)

## 2.3. Data Collection Methods and Tools

Four (4) primary and a secondary research methods will be employed by the consultant in the conduct of the Impact Study, namely: *primary* - key informant interviews (KII), focus group discussions (FGD), survey, and observation; *secondary* – review of documents. The results of the study will be mainly drawn from the inputs and observations of the informants and respondents. The inputs and observations will be thoroughly documented and recorded for the purposes of interpretation and analysis. The vital pieces of qualitative information include comments, anecdotes, and illustrations or examples as responses to the questionnaires - all these will be documented properly. Below elaborates the specific data collection methods to be employed in the conduct of the review:

### 2.3.1 Primary review methods

**Key informant interviews (KII).** This is an effective method in eliciting a vivid picture of the participant's ideas/opinions on the topic. It likewise allows the interviewee to talk about his/her personal feelings, opinions, and experiences. For the Impact Study, the KII is an appropriate method to talk about matters and issues that people might be reluctant to talk in a group setting. Below provides the breakdown of the interview respondents.

**Table 3: Proposed KII respondents**

Role	Total
DLSU – COSCA Executive Director	1
Project Coordinators	TBD
Community Organisers	
Representative from DLSU - COS	1
Representative from DLSU – CENSER	1
Local Government Unit Officials	TBD
Community Leaders	TBD
Total	

**Focus group discussions (FGDs)** - A small group of people led through an open discussion by a facilitator. It is an effective method in learning the social norms of a community or subgroups, and the different ideas and opinions that exist within that community or subgroup. For the Impact Study, the focus group discussion will be structured around a set of predetermined questions based on the Terms of Reference. Because questions are open-ended, a free flowing discussion is stimulated. Approximately, 5 -7 participants in each focus group discussion are enjoined to come up with a consensus about a certain topic. One FGD will be carried out in each site.

**Table 4: Proposed FGD respondents**

SAMPAY	SAMLOK	King Fishers	Total FGDs
5 – 7 participants each partner organisation			15 - 21

**Survey.** It is a popular form of data collection especially when gathering information from large groups. It is popularly referred to as the paper and pencil instrument. In the Impact Study, this is an apt data collection method because of the sample size and since answers are needed to a clearly defined set of questions. By using survey, the review will be able to generate good descriptive data and information could be analysed in different ways using a variety of existing software.

The survey questionnaire will be in Tagalog and/or local language of the beneficiaries, if needed. There will be 30 respondents, composed of partners who have attended project activities. DLSU – COSCA and its local partners will determine these respondents and will be the ones to distribute and

retrieve the survey forms. Respondents may come from the local government units, fisher folks, and members of the fishers' organisations among others will endeavour to have a good mix of these categories.

### **2.3.2 Secondary review method**

**Review of documents.** Relevant documents and reports will be reviewed. This shall be the basis for the deepening of probing the areas of project implementation and strategies that need attention and detail. These documents may include the following:

- Project Proposal
- Logical Framework
- Operational plan/work plans
- Budget
- Profiles
- Annual Report
- Interim Report
- Activity and training reports (including evaluation results)
- Project management reports
- Operational updates
- Memos
- Videos
- Brochure, pamphlets, hand-outs, posters, and infographics
- Newsletters, bulletins, and press releases
- Success stories and case studies

## **2.4. Scope, Risks and Limitations**

### **2.4.1. Scope**

The Impact Study shall cover the period from 2005 – 2018. The study is huge in scope. Majority of the study questions are compound.

### **2.4.2. Risk and Limitations**

In over thirteen years, several staff have been assigned by DLSU – COSCA in the project. Many of which are no longer connected with the organisation. The historical memory of previous project managers and organisers would have been sufficient data informing the review.

It is not anticipated that the local security situation will impact on the proposed field travel plans, although this will be kept under review during the fieldwork period. Should the plan need to be revised, the consultant will confer with the project managers to find acceptable alternatives, at short notice.

There is also fairly high risk that extreme weather could impact on travel plans. Weather forecasts will be considered with a particular emphasis on tropical storms, and the consultant and DLSU - COSCA have agreed to take a flexible approach towards substitution of locations should that become necessary.

### 3. Organization of the mid-term review

#### 3.1. The consultant and work plan

The consultant had led or been involved in project evaluation in a range of contexts. Below summarises the main roles of the reviewer.

- Design the impact study approach, and methodology, including data collection tools and overall analytical framework for the review
- Conduct desk review
- Coordinate the study process and set milestones
- Participate in briefing sessions and follow up conference calls with the DLSU - COSCA
- Conduct collection and analysis of field mission and desk data (interviews, meetings, focus groups, literature)
- Draft and revise Inception Report and Impact Study Report in line with the DLSU-COSCA's Quality Assurance (QA) standards
- Lead the debriefing workshop and participate in dissemination actions as foreseen
- Provide feedback to the DLSU-COSCA on the impact study process

#### 3.2. Timeline

The overall Impact Study timeline is based on the timeline set in the consultancy contract. This timetable includes modest changes from that proposed in the TOR, and subject for agreement with the DLSU-COSCA.

**Table 5: Timeline**

Entity Responsible	Phases, Deliverables and Timeline	Key Outputs	Key Deadlines
<b>Phase 1 – Inception</b>			
Consultant/ DLSU-COSCA	Briefing with the DLSU-COSCA and Signing of Contract		July 2018
Consultant	Review documents and draft inception report including methodology		
	Submit draft inception report to the DLSU-COSCA	√	15 August 2018
DLSU-COSCA	QA / Quality Support and feedback		
Consultant	Revise inception report		
Consultant	Submit revised inception report to the DLSU - COSCA	√	30 August 2018
DLSU-COSCA	Sharing of inception report with stakeholders for information		
<b>Phase 2 – Data collection and analysis</b>			
Consultant/ DLSU-COSCA	Review process proper		1 - 30 September 2018
Consultant	Aide memoire/In-country Debriefing	√	
<b>Phase 3 – Reporting</b>			
Consultant	Draft evaluation report		
	Submit draft evaluation report to the DLSU - COSCA	√	5 October 2018
DLSU-COSCA	QA / Quality Support and feedback		

Entity Responsible	Phases, Deliverables and Timeline	Key Outputs	Key Deadlines
Consultant	Revise evaluation report		
	Submit revised evaluation report to the DLSU-COSCA		
DLSU-COSCA	Share evaluation report with stakeholders (working level)		
DLSU-COSCA	Consolidate comments		
Consultant	Revise evaluation report + respond to comments		
Consultant	Submit final evaluation report, comment matrix, evaluation summary with power-point presentation and evaluation brief to the DLSU-COSCA	√	25 October 2018
Phase 4 – Dissemination and follow-up			
DLSU-COSCA	Management Response		

### 3.3. Data collection schedule

The field-based data collection process can be considered in three phases to maximise efficiency while maintaining a consistent approach. The Consultant will be complemented by colleagues from the DLSU - COSCA and/or CSO partners to facilitate introductions and answer immediate questions about the project context, but they will not normally participate in KII or FGDs.

The consultant will be carrying out the data gathering during the field visits. When feasible, daily feedback sessions between the consultant and the DLSU - COSCA and/or CSO partners will be organised.

**Table 6: Data collection schedule**

Days/dates	Method	Locations/sites	Stakeholders
TBD	Key informant interview	FSSI Office	



## ANNEX A

### Key Informant Interview / Focus Group Discussion Guide Questions

<b>Interviewee:</b>	<b>Sex:</b>
<b>Organisation and designation</b>	<b>Date:</b>
<b>Interviewer:</b>	<b>Location of interview/FGD:</b>

#### **Note to the Interviewer:**

Start with a brief introduction of yourself and the purpose of the interview/FGD. Please pass around the Attendance Sheet.

#### **Important to remember in conducting the interview:**

- Start by introducing yourself and that you are to assess the DLSU – COSCA's TBCRM Project.
- Explain the purpose and flow of the interview/FGD. Provide an overview of the questions that you will be asking.
- Encourage the respondent(s) to cite concrete examples and/or illustrations. In times when the responses are vague, make sure to ask probing questions, (i.e. "Please explain what you mean... Can you explain WHY or HOW?")
- Write or take down notes. Also, make sure to record the interview/FGD in a voice recorder. However, before recording the interview, secure permission from the respondents.
- At the end of the interview/FGD, sum-up key points discussed and verify with the respondent the information you noted for accuracy and validity.
- Entertain questions about the evaluation (if any) from the respondent.

<b>Code</b>	<b>Impact Study questions</b>
1	<p><i>Are you familiar with the DLSU-COSCA's TBCRM project in your area? Can you tell us something about it? How long have you been involved? What was your involvement?</i></p> <p><b>Pamilyar ka ba sa DLSU-COSCA TBCRM project? Ano ang iyong alam patungkol sa project? Gaano katagal ka naging bahagi nito? Ano ang iyong partisipasyon sa Project?</b></p>
2	<p><i>From your understanding, what are the activities implemented under the Project?</i></p> <p><b>Anu-ano ang mga gawain o activities sa ilalim ng Project?</b></p>
3	<p><i>Which of the activities were most effective and useful?</i></p> <p><b>Para sa iyo, alin sa mga nabanggit na gawain o activities ang pinaka-epektibo at kapaki-pakinabang?</b></p>
4	<p><i>What are the results (output level) of the activities? What can you do now that you cannot do before?</i></p> <p><b>Anu-ano ang mga resulta ng mga gawain o activities?</b></p> <p><b>Anu-ano ang maaari mo nang gawin ngayon na hindi mo nagawa/nagagawa bago magsimula ang Project?</b></p>

<b>Code</b>	<b>Impact Study questions</b>
5	<p><i>How relevant are the results to your needs? What needs are not being met by the project?</i></p> <p><b>Sa paanong paraan naaangkop ang mga resultang nabanggit sa inyong mga pangangailangan?</b></p> <p><b>Para sa iyo, anu-anong pangangailangan ninyo na hindi natutugunan ng Project?</b></p>
6	<p><i>What do you think are the factors that contribute to the success of the activities?</i></p> <p><b>Ano sa palagay mo ang mga katangian ng project na nakaambag sa tagumpay o success ng mga gawain?</b></p>
7	<p><i>What are there any constraints?</i></p> <p><b>Ano ang mga limitasyon ng Project?</b></p>
8	<p><i>What are your recommendations to address the constraints mentioned?</i></p> <p><b>Ano ang iyong rekomendasyon upang matugunan ang mga limitasyong nabanggit?</b></p>
9	<p><i>Which of the activities had done will have continued impact after the project?</i></p> <p><b>Para sa iyo, alin sa mga gawain o activities ng Project ang dapat ipagpatuloy?</b></p>
10	<p><i>From the activities done, what activities will be continued using your own resources?</i></p> <p><b>Anong suporta ang binibigay ng DLSU-COSCA TBCRM Project ngayon na sa tingin mo ay patuloy mong kakailanganin pagkatapos ng Project? Mula sa mga gawain o activities, anu-ano ang ipagpapatuloy gamit ang inyong sariling resources?</b></p>
11	<p><i>Do you have any recommendation/s or ways of improving it?</i></p> <p><b>Ano ang iyong rekomendasyon upang mapagpabuti ang implementasyon ng Project?</b></p>
12	<p><i>Overall, what are the lessons that you have learned with the engagement with the DLSU-COSCA TBCRM Project? What are your overall recommendations to improve the project process?</i></p> <p><b>Sa pangkalahatan, anu-ano ang mga aral na maaaring mahalaw mula sa Project?</b></p>





**De La Salle University - Manila**