Request for Proposals (RfP)

Consultancy Services supporting the development of the GEF-8 Full-sized Sustainable Cities IP child project for Guatemala, "Towards resilient cities in Guatemala: addressing biodiversity loss and recovery through integrated urban planning and development"

Summary

IUCN seeks the services of a consultant or firm to lead the development of a full-sized GEF project, the "*Towards resilient cities in Guatemala: addressing biodiversity loss and recovery through integrated urban planning and development*" project ***(***hereafter the **Guatemala Sustainable Cities child project*)*,** including development and finalization of all reports and documentation including the finalized IUCN Project Document (ProDoc) and GEF CEO Endorsement Request with all required supporting annexes and documentation. The project is one of twenty "child projects" that comprise the GEF-8 Sustainable Cities Integrated Program and that together seek to support cities and local governments to undertake integrated urban planning, implement policies and invest in nature-positive, climate-resilient, and carbon-neutral urban development.

The *Guatemala child project*, described in more detail in the attached TORs will target the cities of Guatemala and Huehuetenango. The Guatemala City Metropolitan Area (AMCG) is the largest city in Guatemala, home to some 3.5 million people and comprised of eight different municipalities covering 478 square kilometers. Huehuetenango metropolitan area is a smaller city and regional hub covering some 220 square kilometers situated in the western highlands of Guatemala with a growing population of 150,000 projected to reach 500,000 by mid-century. Through the programmatic approach outlined in Sustainable Cities PFD, the Project will engage in high-level and multisectoral dialogues, including those supporting regional policy coherence, finance mobilization, awareness raising, knowledge sharing and other linkages to ensure achievement of programmatic goals.

Interested Firms/Applicants are hereby invited to submit a technical and financial proposal for the aforementioned Consultancy Services. Please read the information and instructions carefully because non-compliance with the instructions may result in disqualification of your Proposal from this Procurement.

1. ABOUT IUCN

IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together.

Created in 1948, IUCN is now the world's largest and most diverse environmental network, harnessing the knowledge, resources and reach of more than 1,400 Member organisations and some 18,000 experts. It is a leading provider of conservation data, assessments and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools and international standards.

IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous peoples organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development.

Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and improve people's well-being.

2. REQUIREMENTS

2.1. A detailed description of the services to be provided can be found in Annex 1 (Terms of Reference)

3. CONTACT DETAILS

3.1. During the course of this RfP, from its publication to the award of a contract, you may not contact or discuss this procurement with any IUCN employee or representative other than the following contact. You must address all correspondence and questions to the contact, including your proposal.

IUCN Contact: Procurement Officer E-mail: procurement.Ormacc@iucn.org

4. PROCUREMENT TIMETABLE

4.1. This timetable is indicative and may be changed by IUCN at any time. If IUCN decides that changes to any of the deadlines are necessary, that will be informed.

DATE	ACTIVITY
09/07/2024	Publication of the Request for Proposals
19/07/2024	Deadline for submission of questions
29/07/2024	Deadline for submission of proposals to IUCN ("**Submission Deadline**")
01/08/2024	Clarification and evaluation of proposals
05/08/2024	Planned date for contract award
15/08/2024	Expected contract start date

4.2. Send an email to the IUCN contact to register an email address to receive notifications or clarifications of this bidding process, bidders in turn will be able to confirm if they intend to submit a Proposal before the deadline indicated above.

4.3. IUCN reserves the right to issue responses to any question to all Bidders, unless the Bidder making the inquiry expressly requests, at the time of inquiry, that it be kept confidential. If IUCN considers the content of the question and/or the answer to be non-confidential, it will inform the Bidder, who will have the opportunity to withdraw the question.

4.4. At any time before the deadline for submitting Proposals, IUCN may amend the RFP and will send all Bidders who have notified their interest or, failing that, registered an email to receive notifications, and it will be disclosed in the media used. For this end.

4.5. If the amendment is substantial, IUCN may extend the deadline for submission of Proposals in order to allow Bidders a reasonable time to take the amendment into consideration in their proposals.

5. PRESENTATION OF THE PROPOSALS

5.1. The Bidder interested in submitting a Proposal must submit the following documents, in the order listed, placing:

A. ADMINISTRATIVE REQUIREMENTS

a. Copy of identification document or passport (in case of being a foreigner)
b. Copy of legal invoice for fees collection.
c. Copy of resume

d. Letter of interest signed, indicating that the Consultant have read, understood and accept the content of these Terms of Reference. (Annex 2)
e. Signed Declaration of Undertaking (Annex 3a)
f. Human Resources Questionnaire filled and signed (Annex 4)

FOR CONSULTANCY COMPANIES:

a. Copy of Certification of Incorporation
b. Copy of identification document of the Legal Representative
c. Copy of legal invoice for fees collection.
d. Copy of resumes of the Consulting Team
e. Letter of interest signed, indicating that the Consultant have read, understood and accept the content of these Terms of Reference. (Annex 2)
f. Signed Declaration of Undertaking signed by the Representative of the Consulting Company or, in the case of a Consortium or group of Consultants, signed by each member indicating that they have read and understood the content of the Declaration (Annex 3b)
g. Human Resources Questionnaire filled and signed (Annex 4)

B. TECHNICAL PROPOSAL:

i. The technical proposal must address each of the criteria listed below explicitly and separately, citing the reference number of the relevant criterion (Description column).

	Description	Information to be presented	Relative importance (%)
1	*Methodology to be implemented and schedule with logical dimension of time*		*15%*
2	*Experience in Guatemala*	*Company Profile / CV / Responsible for the Consultancy*	*10%*
3	*Experience in GEF Project document elaboration*	*Company Profile / CV / Responsible for the Consultancy*	*15%*
4	*Experience in Environmental and Social safeguard and gender-sensitive project design*		*20%*
5	*Experience with tools and baseline studies identified in ToR.*		*30%*
6	*Familiarity with selected cities*		*10%*
TOTAL			*100%*

i. IUCN will evaluate the technical proposals with respect to each of the criteria indicated in point i) and their relative importance.

ii. Proposals in any other format will significantly increase the evaluation time and therefore such proposals may be rejected at the discretion of IUCN.

iii. When resumes (CVs) are requested, these should be from the people who will perform the specified job. Persons submitted as part of the Proposal may only be replaced with the approval of IUCN.

iv. In the event that a company or group of consultants applies, in addition to the above information, the following must be specified:

- Responsible for consulting
- Composition of the consulting team, specialty of each member.
- Role and responsibility in the activities/products of each member in accordance with the TOR

C. FINANCIAL PROPOSAL:

Signed by the Proposer, indicating the value of professional services (USD) in numbers and letters.

i. It will be considered that the prices presented include all the costs of fees, insurance, taxes, obligations and risks that must be considered for compliance with the Terms of Reference. IUCN will not accept charges beyond those clearly indicated in the Financial Proposal and that are eligible for the execution of the Contract.

ii. The Bidder will have to assume the payments corresponding to taxes according to regulations in force in its country; You will have to have health and life insurance up to date; and will assume the bank charges by transfer.

iii. If local or international trips must be made for the execution of this Contract, the costs will be paid by IUCN through reimbursement and will be governed by the IUCN per diem scale for food and lodging.

iv. Travel expenses related to the execution of this Contract will not exceed the total amount of 14,000 USD broken down as follows:

Expense type	**Maximum amount**
Air transfer	8,000
Meals	4,000
Surface Transportation	4,000
Accomodation	6,000
Other expenses (detailed)	N/A

v. For reimbursement of travel expenses, the Proposer must submit a financial report with original invoices/receipts (e.g., transportation, lodging, food and incidentals) to the IUCN Contact Person, in the currency of the Contract, so that the corresponding reimbursement can be processed.

vi. Expenses related to vehicle maintenance, purchase of electronic equipment, cell phone expenses, consumption expenses or purchase of alcoholic beverages will be considered ineligible expenses.

vii. Breakdown of the Financial Proposal.

For information purposes, it is recommended that the details of the financial proposal be broken down as follows:

	Description	Quantity	Unit price*	Total price*
1				
2				
3				

**USD currency*

5.2. Additional information not requested by IUCN should not be included in the proposal and will not be subject to evaluation.

6. SENDING

6.1. The Proposal must be submitted by email to the IUCN Contact (see Section 2). The subject heading of the email shall be [RfP Reference – Proposer name]. The Proposer name is the name of the company/organisation on whose behalf the proposal is being submitted, or the surname of the Proposer in case is bidding as a self-employed consultant. The proposal must be submitted in PDF format. The Proposer may submit multiple emails suitably annotated, e.g., Email 1 of 3, if attached files are too large to suit a single email transmission. You may not submit your Proposal by uploading it to a file-sharing tool (e.g. Dropbox, Google Drive, etc)

IMPORTANT: Submitted documents must be password-protected so that they cannot be opened and read before the submission deadline. Please use the same password for all submitted documents. After the deadline has passed and within 12 hours, please send the password to the IUCN Contact. This will ensure a secure bid submission and opening process. Please DO NOT email the password before the deadline for Proposal submission.

7. ELIGIBILITY

7.1. Not applicable

8. VALIDITY

8.1. The proposal must remain valid and capable of acceptance by IUCN for a period of 60 calendar days following the submission deadline.

9. WITHDRAWALS AND CHANGES

9.1. Proposers may freely withdraw or change their proposal at any time prior to the submission deadline by written notice to the IUCN Contact. However, in order to reduce the risk of fraud, no changes or withdrawals will be accepted after the submission deadline.

10. EVALUATION OF PROPOSALS

10.1. Completeness

IUCN will firstly check your proposal for completeness. Incomplete proposals will not be considered further.

10.2. Technical Evaluation

IUCN will evaluate technical proposals with regards to each of the following criteria and their relative importance:

10.2.1. *Scoring Method*

Proposals will be assigned a score from 0 to 10 for each of the technical evaluation criteria, such that ‘0’ is low and ‘10’ is high. Proposals that receive a score of ‘0’ for any of the criteria will not be considered further.

10.2.2. *Technical Score*

The score for each technical evaluation criterion will be multiplied with the respective relative weight and these weighted scores added together to give the proposal's overall technical score.

10.3. Financial Evaluation and Financial Scores

The financial evaluation will be based upon the full total price submitted. Financial proposals will receive a score calculated by dividing the lowest financial proposal that has passed the minimum quality thresholds by the total price of your financial proposal.

The proposals total score will be calculated as the weighted sum of the technical score and financial score.

The relative weights will be:

Technical: 70%
Financial: 30%

Subject to the requirements in Sections 5 and 7, IUCN will award the contract to the Proposer whose proposal achieves the highest total score.

11. EXPLANATION OF PROCUREMENT PROCEDURE

11.1. IUCN is using the Open Procedure for this procurement.

11.2. You are welcome to ask questions or seek clarification regarding this procurement. Please email the IUCN Contact (see Section 2), taking note of the deadline for submission of questions in Section 3.1. Late proposals will not be considered. All proposals received by the submission deadline will be evaluated by a team of three or more evaluators in accordance with the evaluation criteria stated in in this RfP. No other criteria will be used to evaluate proposals. The contract will be awarded to the Proposer whose proposal received the highest Total Score. IUCN does, however, reserve the right to cancel the procurement and not award a contract at all.

11.3. IUCN will contact all Proposers who submitted their proposal to inform them of the outcome of the evaluation. The timeline in Section 3.1 gives an estimate of when the contract award is expected to be completed, however this date may change depending on how long the evaluation of the proposals takes.

12. CONDITIONS FOR PARTICIPATION IN THIS PROCUREMENT

12.1. To participate in this procurement, the Proposers are required to submit a proposal, which fully complies with the instructions in this RfP and the Attachments.

12.1.1. It is responsibility of each Proposer to ensure the submission of a complete and fully compliant proposal.

12.1.2. Any incomplete or incorrectly completed proposal submission may be deemed non-compliant, and as a result will not be consider to proceed further in the procurement process.

12.1.3. IUCN will query any obvious clerical errors in a proposal and may, at IUCN's sole discretion, allow a Proposer to correct these, but only if doing so could not be perceived as giving an unfair advantage.

12.2. In order to participate in this procurement, the Proposer must meet the following conditions:

- Free of conflicts of interest
- Registered on the relevant professional or trade register of the country in which is established (or resident, if self-employed)

- In full compliance with its obligations relating to payment of social security contributions and of all applicable taxes
- Not been convicted of failing to comply with environmental regulatory requirements or other legal requirements relating to sustainability and environmental protection
- Not bankrupt or being wound up
- Never been guilty of an offence concerning professional conduct
- Not involved in fraud, corruption, a criminal organisation, money laundering, terrorism, or any other illegal activity.

12.3. Each Proposer shall submit only one proposal, either individually or as a partner in a joint venture. In case of joint venture, one company shall not be allowed to participate in two different joint ventures in the same procurement nor shall a company be allowed to submit a proposal both on its behalf and as part of a joint venture for the same procurement. A Proposer who submits or participates in more than one proposal (other than as a subcontractor or in cases of alternatives that have been permitted or requested) shall cause all the proposals with the Proposer's participation to be disqualified.

12.4. By taking part in this procurement, the Proposer accept the conditions set out in this RfP, including the following:

- It is unacceptable to give or offer any gift or consideration to an employee or other representative of IUCN as a reward or inducement in relation to the awarding of a contract. Such action will give IUCN the right to exclude you from this and any future procurements, and to terminate any contract that may have been signed with you.
- Any attempt to obtain information from an employee or other representative of IUCN concerning another bidder will result in disqualification.
- Any price fixing or collusion with other Proposers in relation to this procurement shall give IUCN the right to exclude you and any other involved bidder(s) from this and any future procurements and may constitute a criminal offence.

13. CONFIDENTIALITY AND DATA PROTECTION

13.1. IUCN follows the European Union's General Data Protection Regulation (GDPR). The information a Proposer submits to IUCN as part of this procurement will be treated as confidential and shared only as required to evaluate the proposal in line with the procedure explained in this RfP, and for the maintenance of a clear audit trail. For audit purposes, IUCN is required to retain the proposals in its entirety for 10 years after the end of the resulting contract and make this available to internal and external auditors and donors as and when requested.

13.2. In the Declaration of Undertaking (Attachment 3) the Proposer needs to give IUCN express permission to use the information submitted in this way, including personal data that forms part of the proposal. Where a Proposer include personal data of employees (e.g. CVs) in the proposal, the Proposer needs to have written permission from those individuals to share this information with IUCN, and for IUCN to use this information as indicated in 8.1. Without these permissions, IUCN will not be able to consider the proposal.

14. COMPLAINTS PROCEDURE

14.1. If a Proposer has a complaint or concern regarding the propriety of how a competitive process is or has been executed, then please contact sofiamariela.madrigal@iucn.org. Such complaints or concerns will be treated as confidential and are not considered in breach of the above restrictions on communication (Section 2.1).

15. CONTRACT

15.1. The contract will be based on IUCN's template which terms of which are not negotiable.

16. ANNEXES

Annex 1 *Specification of Requirements / Terms of Reference*

Annex 2 *Letter of Interest*

Annex 3 *Declaration of Undertaking (select 2a for companies or 2b for self-employed)*

Annex 4 *Theory of Change, Sustainable Cities IP*

Annex 5 *Guatemala Child Project Concept*

ATTACHMENT 1
TERMS OF REFERENCE

The Regional Office for Mexico, Central America and the Caribbean of the International Union for the Conservation of Nature

(IUCN-ORMACC)

REQUIRES

PROFESSIONAL CONSULTANCY SERVICES
supporting the development of the
GEF-8 Full-sized Sustainable Cities IP child project for Guatemala, "*Towards resilient cities in Guatemala: addressing biodiversity loss and recovery through integrated urban planning and development*"

Type of Contract:	Professional Consultancy Services
Period:	13 months
Availability:	August 2024
Persons Responsible for Supervision:	Nadia Mujica, GEF/GCF portfolio manager, Tony Nello, Senior programme coordinator - Urban;

1. BACKGROUND AND JUSTIFICATION

Overview
Programming for the eighth funding cycle of the Global Environmental Facility (GEF-8)[1] includes resources and programming for a so-called *Sustainable Cities Integrated Program* that seeks "enable cities in tackling key drivers of environmental degradation and aims to deliver multiple global environmental benefits including climate change mitigation and adaptation, biodiversity conservation, reduced land degradation and reduction of chemicals and waste".

The World Bank has been selected to serve as the Lead GEF Agency for **the GEF-8 Sustainable Cities IP**. The program will be comprised of twenty "child projects,", including Guatemala, where IUCN was selected as Implementing agency, and a *Global Coordination, Knowledge Sharing and Support Project* (hereafter called *the coordination child project*). These terms of reference describe the objectives, responsibilities and key deliverables for an International Consultancy supporting IUCN in developing the Guatemala child project for approval by GEF and IUCN.

The GEF-8 **Sustainable Cities IP** objectives are to support cities and local governments to undertake integrated urban planning, implement policies and invest in nature-positive,climate-resilient, and carbon-neutral urban development. The SCIP will generate impact at the local, national, and global levels and demonstrate thought leadership in urban sustainability, fostering behavior, business model, and institutional changes through integrated planning, innovative financing mechanisms, knowledge-sharing, capacity-building, and multi-stakeholder engagements. The SCIP will help cities integrate sustainability into planning and policies

[1] https://www.thegef.org/sites/default/files/documents/2022-04/GEF_R.08_29_Rev.01_GEF8_Programming_Directions.pdf

and engage diverse stakeholders and partners across different sectors and scales. Further details about the program approach and existing baseline can be found in the Program Framework Document[2].

The ***Guatemala Sustainable Cities child project*** is designed to work at the national level to support enabling policy reforms, and in two priority metropolises: the **Guatemala City Metropolitan Area** (AMCG, for its acronym in Spanish) and the city of **Huehuetenango** - where needs are high and where project interventions and experiences offer great potential for scaling up. The challenges faced by AMCG includes poorly controlled urban expansion, inadequate transportation, water and sanitation, waste management, and more. The expansion of AMCG has led to the emergence of peri-urban regions in municipalities with limited ability to manage development. Of the eight municipalities that comprise AMCG, only three have Municipal Development Plans, and the ability to implement and enforce urban planning regulations is weak, particularly in informal areas. Sustainable water management is also an acute concern. As for Huehuetenango the city's location in the dry corridor region leaves it vulnerable to drought and other climate-related risks, and water management is indeed a critical issue, with overexploitation of available resources and aging, insufficient infrastructure among the challenges. Other pressing concerns for Huehetenango include deforestation from unsustainable use of fuel wood, air pollution principally due to vehicle emissions and burning of solid fuels for cooking and heating, and inadequate waste management.

To address these challenges, Guatemala has developed a set of policies, institutions, and investments to strengthen the sustainability of its cities, and made a number of ambitious commitments. These include establishment of the *National Urban and Rural Development Council* (CONADUR) that coordinates and monitors implementation of national development policies including urban development and that operates at different levels from local to national and integrates various ministries for cross-sector collaboration, Community and Municipal Development Councils in charge of supporting citizens participation in land-use zoning plans elaboration.

Across key sectors, Guatemala has been making investments in urban sustainability. These include investment in public transit systems including Transmetro and MetroRiel in Guatemala City and promoting non-motorized transportation. To address waste management, Guatemala enacted in 2016 the Solid Waste Mangement Law, followed by additional regulation for municipalities in 2021 (AG-164-2021) that set guidelines for waste collection, transportation and disposal and promote waste reduction, recycling and recovery. To address critical challenges in sustainable water management that include limited access to clean water, aging and inadequate infrastructure, pollution and contamination, inefficient usage and climate change, Guatemala is working towards implementing integrated water resources management approaches, has made investments in water supply and distribution infrastructure, and is working to engage local communities in water management and enhance public awareness about the importance of water conservation and sustainable use.
The project will work to support transformational change for urban systems in Guatemala through a set of targeted interventions in line with the IP's theory of change, and that support integrated land use planning and policies; mobilizing and enabling investment in sustainable, nature-positive and climate resilient urban development; and strengthening knowledge sharing, best practices, and capacity for sustainability.

Specific project outcomes and services under Guatemala Sustainable Cities child Project include:

C1. Integrated and Inclusive Urban Planning, Strategies, and Policy Development: Supporting development and advancement of integrated and inclusive urban planning for the targeted metropolises, including addressing challenges of urban sprawl, water management, waste management including support for circular economy approaches, sustainable transportation needs and more. Supported approaches will include enhancing coordination platforms for government agencies and municipalities to co-design a national resilient urban policy framework and supporting integrated spatial planning of urban greening plan at municipal level. In addition, support will be provided for integration of nature in urban planning solutions, including through assessments of the value of natural capital, assessments of threats to species and options for

[2] https://www.thegef.org/projects-operations/projects/11287

mitigating those threats, as well as climate change mitigation and adaptation benefits (i.e. reduced urban flooding, increased water recharge).

C2. Mobilizing Investment in Sustainable, Nature-Positive and Climate Resilient Urban Development: Supported interventions will include development incentives for developers to build multi-family dwellings or mixed-use developments in city centers; blended finance and other approaches to support private investment in public transportation infrastructure such as bus rapid transit (BRT) systems, green infrastructure and circular economy practices. Other supported approaches may include design of municipal payment for environmental services schemes particularly for water and air quality and land value capture mechanisms.

C3: Strengthening Knowledge Sharing and Capacity Building on Sustainable Urban Solutions: Supporting knowledge sharing and awareness raising among key stakeholders including within government agencies and policy makers, on sustainable urban solutions including NbS, and enabling policy and financing approaches.

Duties and Responsibilities

The selected International Consultancy firm or individual will support IUCN in developing the GEF-8 Guatemala Sustainable Cities IP **Project CEO Endorsement Request**. Specific duties and responsibilities include the following:

1. Under the direction of the IUCN GEF/GCF Portfolio Manager and senior staff in IUCN regional and country offices, **lead in coordinating a consultative CEO Endorsement Request development process** with all relevant public agencies and local governments, GEF Secretariat, and key external partners including those from the private sector, civil society, and academia.
2. **Assessment and engagement work to identify highest-value opportunities** for a) planning and policy coherence in selected key strategic entry points for urban sustainability (waste, water, land-use planning linked to SCIP theory of change and thematic areas at subnational and national levels, b) addressing environmental degradation considering the triple planetary crisis (climate, loss of nature, pollution) and cities' spheres of influence, strengthening institutional collaboration (Whole of Government approach) and c) engagement of private sectors and civil society (whole of society approach), considering the state of knowledge and capacities at subnational level to integrate, plan and implement urban sustainability solutions.
3. **Lead the organization and implementation of the Guatemala Sustainable Cities IP Project *Development Inception Workshop***, with participation of country representatives, GEF Secretariat, GEF Agency, potential partners, and potential executing partners, to support design of the Project and ensure full support and ownership from project stakeholders.
4. **Lead the drafting of the Guatemala Sustainable Cities IP Project CEO Endorsement Request, IUCN Project Document, and all required annexes**, in accordance with the transformative vision defined by GEF-8 programming and IUCN. The CEO Endorsement Request shall meet all requirements for approval by the GEF Secretariat, GEF Science and Technical Advisory Panel (STAP), and GEF Council, and be informed by the best and latest science and best practices on promoting sustainable development in cities and tailored to the context and drivers of degradation specific to participating Guatemala and selected cities.
5. **Lead the organization and implementation of a Guatemala Sustainable Cities IP *Project Validation Workshop***, with participation of relevant public agencies and local governments, GEF Secretariat, and potential executing partners, for participants to validate the design of the fully developed Project document and annexes.
6. **Revise draft CEO Endorsement Request, IUCN Project document, and all Annexes** to respond to all GEF Secretariat, GEF STAP, and Country comments sufficient to achieve GEF approval of the CEO Endorsement Request.

2. OBJECTIVES OF THE CONSULTANCY

2.1. General:

Support IUCN in developing the GEF-8 Guatemala Sustainable Cities IP Project CEO Endorsement Request, Project document, and all required annexes.

2.2. Specific:

1. Lead in coordinating a consultative CEO Endorsement Request development process and developing a first draft of the Guatemala Sustainable Cities IP CEO Endorsement Request and the organization of a *Project Development Inception Workshop and field visits,* in close coordination with MARN and IUCN.
2. Develop inception workshop, field visits and ecological and socio-economic studies as needed, required to identify highest-value opportunities and inform on activities and priority sites for intervention.
3. Develop a second version of the Guatemala Sustainable Cities IP CEO endorsement request, including a consolidated result framework, description of activities and components, safeguard risks.
4. Complete Pre due diligence of executors and final Draft CEO Endorsement of the CEO Endorsement Request and all required Annexes.
5. Lead the organization and implementation of Guatemala Sustainable Cities IP *Project Validation Workshop and provide a* Revised draft CEO Endorsement Request and project document, and all required Annexes including ESMS and climate risk*, and IUCN PRODOC,* in close coordination with MARN and IUCN.
6. Draft IUCN response to GEF Secretariat review sufficient to obtain technical clearance.

3. EXPECTED DELIVERABLES

Key deliverables to be developed by the International Consultancy and provided to IUCN:

No.	Deliverable	Description
1	Draft of CEO Endorsement I (Project context, baseline and Logical framework)	. This product shall include: • Description of global environmental problems, root causes and barriers that need to be addressed (systems description); • A complete description of the baseline initiatives, investments present in the baseline, and the sources of co-financing for the project, • Proposed Theory of change • Draft logical framework. • TORs of inception workshops and field visits**:** ToR of the inception workshop must include a detailed agenda, list of organizations/speakers involved, logistic needs and allow the dissemination of key information and orientation guidelines to the country and project stakeholder for the design of the project as well as gathering input from the stakeholders involved in target landscapes
2	Inception workshop and field visit	This product includes: • **Inception workshop (presential)** • **Field visit** and socio economic baseline to identify livelihood situation and risks, state of planning and policy coherence in selected key strategic entry points for urban sustainability (waste, water, Land-use planning) at subnational and national levels to inform prioritization of two sectors per city. This report shall include opportunities to strengthen institutional collaboration (Whole of Government approach) and engagement of private sectors and civil society (whole of society approach) and State of knowledge and capacities at subnational level to integrate, plan and implement urban sustainability solutions. • ESMS and risk analysis for the successful implementation of the project at the national, regional

		and local levels, and its adequate mitigation measures: it includes annex 1 with IUCN standards & risk areas: c1)Resettlements; C2) Indigenous people; C3) Cultural Heritage; C.4) Biodiversity, for Moderate risk projects (Targeted assessment) The analysis will be focused in the areas of the risks identified. It is applied in specific IUCN standards & risk area, building on an analysis of the socio-economic and -cultural context at city level and, most importantly, relevant features of the (potential) intervention sites: legal framework for land tenure and actual ownership and rights situation in each city, identification of main ethnic and social groups present in the sites (including indigenous peoples and marginalized or vulnerable groups) and analysing their main features (language, livelihood, dependency on nature, territory, culture and spiritual traditions, social organization and customary institutions); gender-disaggregation of the above themes highlighting differences in roles, practices and knowledge, on rights and power (including influence on decision making) as well as access to and control over resources; security situation (organized crime) and framework for environmental law enforcement and actors involved; • ESMP Environmental and social management Plan / Plans required by standards (C1. C2. C3. C4) (for GEF Projects) including Indigenous (C.2) gender action plans. • Climatic Risk analysis for key area of intervention.
3	Draft proposal of CEO endorsement II	Deliverables must include: • All the information from D1 and D 2 • The incremental reasoning of the project in relation to the GEF investment; • Description of the activities of the components, performance and output indicators, production, baseline data and project objectives; • A consolidated results framework with a separate budget between GEF resources and co-financing resources (detailed by co-financier) (Table B)
4	Pre due diligence of executors and Final Draft CEO Endorsement	Deliverables must include: • Pre due diligences for pre-selected executing agencies. • Institutional arrangements, project implementation arrangements and project team; • A monitoring and follow-up plan for the project, including its detailed costs; • The estimation of the global environmental benefits (GEFTF) • The draft GEF CEO Request, prepared using the GEF8 template, must include all required annexes and sections including a stakeholder engagement plan, gender analysis and Action Plan, private sector engagement plan,
5	Revised draft CEO Endorsement Request with all required annexes	• **Validation workshop (presential)** Agenda, Presentation of key sections of the PRODOC.

	sufficient for approval by GEF and updated IUCN Project Document.	• IUCN PRODOC • ESMS • Climatic Risk analysis.
6	IUCN response to GEF Secretariat review and technical clearance	• Answers to the GEFSEC comments to the project design.

4. INTELECTUAL PROPERTY

All Intellectual Property rights conceived or made by the Consultant / Consulting Firm in the course of providing the Services will belong to IUCN.

5. SCHEDULING AND TIMETABLE FOR DELIVERING PRODUCTS

5.1. Activities and programming

Specific objectives	Activities	Month											
		1	2	3	4	5	6	7	8	9	10	11	12
1. Lead in coordinating a consultative CEO Endorsement Request development process and developing a first draft of the CEO Endorsement Request and the organization of a *Project Development Inception Workshop and field visits,* in close coordination with MARN and IUCN	• Document review including the approved Sustainable Cities IP PFD and the child project concept note, associated documents, e.g., STAP and GEF Secretariat and GEF Council review comments, IUCN GEF Policy and guidance documents, GEF-8 Programming Directions, etc. • Review challenges and lessons learnt related to Sustainable Cities IP related to GEF-6 and GEF-7. • Describe global environmental problems, root causes and barriers that need to be addressed (systems description) including environmental degradation considering the triple planetary crisis (climate, loss of nature, pollution) and cities' spheres of influence: this report shall provide a baseline for tree cover in city, key trends for pollution (air, water pollution) and climate impacts (GHG emissions by sector) of both cities • Review baseline initiatives in selected sectors (water, waste, land-use planning) • Draft ToR of the Program Development Inception Workshop including detailed agenda, potential list of organizations/ speakers involved, logistic needs and additional field trips.												

	• Draft logical framework with expected disaggregated gender indicators, the theory of change and the baseline for the GEF Core indicators of the project (ref. IUCN Gender equality and women's empowerment policy, MARN's institutional policy and plan 2022-2026). • Prepare the communication plan for the launch and development of the Project Document, including required materials such as brochures, PowerPoint presentations. • Address feedback received from IUCN and MARN on ToR of inception workshops and field trips.												
2. Develop inception workshop, field visits and ecological and socio-economic studies as needed, required to identify highest-value opportunities and inform on activities and priority sites for intervention.	• Lead the implementation of the Project Design Inception Workshop. • Write inception workshop report. • State of planning and policy coherence in selected key strategic entry points for urban sustainability (waste, water, land-use planning linked to Sustainable cities IP theory of change and thematic areas) at subnational and national levels: this report shall highlight and prioritize opportunities in each sector considered for the project implementation (water, waste and land-use planning linked to Sustainable cities IP theory of change and thematic areas). In addition, master plans of selected cities must be reviewed to identify potential opportunities for integration of biodiversity within land-use planning and urban developments and promoting coherence between rural and urban development (avoiding leakage at national level). • Identify opportunities to strengthen institutional collaboration (Whole of Government approach) and engagement of private sectors and civil society (whole of society approach), considering existing and planned cooperation schemes												

	between government agencies, businesses and foundations/non-governmental organizations. • State of knowledge and capacities at subnational level to integrate, plan and implement urban sustainability solutions: this report shall provide insights on knowledge, resources, and capacities of key stakeholder, including selected cities local government, the Ministry of Communication, Infrastructure and Housing and the Social Solidarity Fund and relevant department of MARN. • Baseline and priority sites for landscapes under improved practices (GEF CI 4) • Carry out review of literature and legal framework and conduct field visits to analyse the socio-economic and -cultural context at city level and, most importantly, relevant features of the (potential) intervention sites. • Prepare preliminary project risk analysis identification based on field studies. • Conduct a stakeholder analysis at the national, departmental, municipal and site levels, with the participation of relevant government agencies related to urban development and sustainability, local communities, civil society organizations, the private sector, and plan engagement of stakeholders for designing the project;. • Undertake a strategic Environmental and Social assessment (SESA) report on social and environmental risks potentially triggered by supporting development and advancement of integrated and inclusive urban planning for the targeted metropolises. • Develop mitigation measures together with relevant stakeholders, in particular project affected peoples/ indigenous communities, and consolidate them in form of safeguard tools (ESMP, Indigenous People Plan, Process Framework etc.) as appropriate and as instructed by ESMS Screening.													

3. Develop a second version of the Guatemala Sustainable Cities IP CEO endorsement request, including a consolidated result framework, description of activities and components, safeguard risks.	• Carry out an Environmental and Social Impact Assessment (ESIA) for the investment to be potentially supported under component 2. • Develop procedures to guide the screening of the business and value chain investments to be identified during project implementation on environmental and social risks (component 2) • Develop a project-level Grievance Mechanism. • Carry out a detailed gap analysis to justify the GEF incremental cost reasoning, ensuring the designs of the child projects are robust enough for different potential futures. See the STAP brief on Simple Future Narratives[3]. • Based on previous activities and products, consolidate a description of the activities of the components, performance and output indicators, production, baseline data and project objectives; • Develop a consolidated results framework with a separate budget between GEF resources and co-financing resources (detailed by co-financier) (Table B)												
4.Complete Pre due diligence of executors and final Draft CEO Endorsement of the CEO Endorsement Request and all required Annexes.	• Based on stakeholder mapping, identify and assess capacities of executing partners and other partners in the field using the IUCN Implementing Partner Suitability Assessment Format. • Develop linkages and implementation arrangements with host government partners, executing partners and other potential partners on-the-ground. • Review the current system for training/capacity building of selected cities, relevant ministries (MARN, Ministry of Communication, Infrastructure and Housing and the Social Solidarity Fund), and other relevant organizations based on prioritized sectors.												

[3] https://stapgef.org/sites/default/files/2023-06/Simple%20Future%20Narratives%20brief_June%202023.pdf

	• Based on stakeholder analysis and consultations carried out throughout the design phase, develop the stakeholder engagement plan (SEP) establishing how to continue to engage stakeholders during the implementation phase. • Design and develop indicators mapped to GEF core indicators taking into account gender responsiveness, establish baselines for the indicators and develop Monitoring & valuation plan • Address IUCN comments to draft CEO Request. • Draft ToR for the validation workshop organized in coordination with IUCN and all participating partners and relevant organizations.												
5. Lead the organization and implementation of Guatemala Sustainable Cities IP *Project Validation Workshop and provide a* Revised draft CEO Endorsement Request and project document, and all required Annexes including ESMS and climate risk*, and IUCN PRODOC,* in close coordination with MARN and IUCN.	• Lead the CEO endorsement request validation workshop. • The product will include a report summarizing the feedback received as part of the local consultation in accordance with the specificities of the area of interest and GEF and IUCN guidelines. • Lead the validation workshop organized in coordination with IUCN and all participating partners and relevant organizations. • In addition, this product shall include a summary of feedback received from the validation workshop and list of participants. • Provide input for activities to be supported by at global level including: High-level events and communication, support for project preparation facility, global web platform for knowledge exchange, need for other associated services offered by Global Platform for Sustainable Cities.												
6. Draft IUCN response to GEF Secretariat review sufficient to obtain technical clearance.	• Address all GEF Secretariat, GEF STAP, IUCN and Country comments sufficient to achieve GEF approval of the CEO Endorsement Request.												

5.2. Timetable for delivery of products:

Products	Expected date of delivery	Percentage of pay
1. Draft of CEO Endorsement I (Project context, baseline and Logical framework)	2 months after the signing of the contract by both parties	15%
2. Inception workshop and field visit	3 months after the signing of the contract by both parties	15%
3. Draft proposal of CEO endorsement II	4 months and 2 weeks after the signing of the contract by both parties	15%
4. Pre due diligence of executors and Final Draft CEO Endorsement	5 months and 2 weeks after the signing of the contract by both parties	10%
5. Revised draft CEO Endorsement Request with all required annexes sufficient for approval by GEF and updated IUCN Project Document.	6 months and two weeks after the signing of the contract by both parties	25%
6. IUCN response to GEF Secretariat review and technical clearance	12 months after the signing of the contract by both parties	20%

- All products will be paid once delivered to MARN and IUCN's complete satisfaction.
-Disbursements will depend on the availability of funds from the donor.
-The consultant / consulting firm must consider in the technical proposal the modification of some deliverables during the execution of the contract, if it is necessary, to adapt some results, without affecting the amount of the original contract.

1. TECHNICAL PROFILE

For the development of this consultancy, a team should be proposed that meets the following profile requirements:

1. Experience in developing GEF or other international funds' ProDocs and related project documents, along with a good grasp on GEF guidelines and standards to be met for these.
2. Experience and expertise in project design and implementation, including monitoring and evaluation, including gender-responsive project design.

3. Sustainable financing expertise with specific experience relevant to financing of sustainaible urban development.
4. Local expertise with extensive knowledge on national efforts to promote sustainable development in cities to position project activities in the local context effectively.
5. Knowledge of private sector and community-based approaches to natural resource management, including urban parks, green spaces and forest within and in surrounding selected cities.
6. Knowledge of environmental issues and complexities as they relate to Guatemala.
7. Expertise in gender analysis and integrating gender empowerment aspects of gender in forest restoration and conservation.
8. Experience in dialogue and work with local communities, including obtaining FPIC.
9. Knowledge of social and livelihood systems in Guatemala
10. Experience in value chain development and identification of business investment opportunities at local level
11. Understanding of the natural resources management and land use policy environment, including master plans and the system to administer land rights (statutory and customary) as well as conditions and challenges specific to the selected cities.
12. Expertise in Environmental and Social Impact Assessment and development of Environmental and Social Management Plans (ESMP) and other safeguard tools
13. Financial Management, including procurement related expertise.
14. Experience in structuring sustainable cities projects, including preferably, those financed by the GEF.
15. Experience in conducting community and stakeholder consultations.
16. Fluency in English, and Spanish language is necessary.
17. Academic background required by the different members of the team: Architects, forest engineer, urban planner, land-use policy experts, economist, GIS expert, anthropologist/sociologist or related careers.

It is reiterated that the selected international consulting firm must have personnel based in Guatemala; it is considered a competitive advantage if at least one member of the team is a national consultant.

2. PERIOD AND COORDINATION

The period of the consultancy will be 13 months.

Form of work (with Unit/Project): in order to achieve the products, all activities will be closely coordinated under the direction of the IUCN GEF/GCF Regional Portfolio Manager f and senior staff in IUCN regional and country office in Guatemala and maintain close communication with MARN authorities and strategic partners.

ANNEX 2: LETTER OF INTEREST

Fill in the information in blue

[Place and date]

TO: [IUCN]

The undersigned, [name of the professional], after having examined the Terms of Reference for the Contracting of the Professional Consulting Services for (name of the consultancy) and offers to perform these services in accordance with the call for date _____.

The attached Financial Proposal is for the total sum of [amount in letters and figures], which includes all taxes required by law.

The period of time in which the signatory of this document agrees to provide the services is from the date of signing the contract, until the date of termination thereof, without price variation, unless modifications are made resulting from contract negotiations.

The undersigned declares that all the information and statements made in the submitted proposals are true and that any misinterpretation contained in them may lead to disqualification.

Cordially,

Signature_____

Full name of the proposer or legal representative _____

ATTACHMENT 3a – SELF-EMPLOYED PROPOSER

DECLARATION in relation to RfP < Consultancy Service >

I, the undersigned, hereby confirm that I am self-employed and able to provide the service independent of any organisation or other legal entity.

Full name (as in passport):

Home or Office (please delete as appropriate) Address (incl. country):

I hereby authorise IUCN to store and use the information included in the attached Proposal for the purpose of evaluating Proposals and selecting the Proposal IUCN deems the most favourable. I acknowledge that IUCN is required to retain my Proposal in its entirety for 10 years after then end of the resulting contract and make this available to internal and external auditors and donors as and when requested.

I further confirm that the following statements are correct:

1. I am legally registered as self-employed in accordance with all applicable laws.
2. I am fully compliant with all my tax and social security obligations.
3. I am free of any real or perceived conflicts of interest with regards to IUCN and its Mission.
4. I agree to declare to IUCN any real or perceived emerging conflicts of interests I may have concerning IUCN. I acknowledge that IUCN may terminate any contracts with me that would, in IUCN sole discretion, be negatively affected by such conflicts of interests.
5. I have never been convicted of grave professional misconduct or any other offence concerning my professional conduct.
6. I have never been convicted of fraud, corruption, money laundering, supporting terrorism or involvement in a criminal organisation.
7. I acknowledge that engagement in fraud, corruption, money laundering, supporting terrorism or involvement in a criminal organisation will entitle IUCN to terminate any and all contracts with me with immediate effect.
8. I am not included in the UN Security Council Sanctions List, EU Sanctions Map, US Office of Foreign Assets Control Sanctions List, or the World Bank listing of ineligible firms and individuals. I agree that I will not provide direct or indirect support to firms and individuals included in these lists.
9. I have not been, am not, and will not be involved or implicated in any violations of Indigenous Peoples' rights, or injustice or abuse of human rights related to other groups or individuals, including forced evictions, violation of fundamental rights of workers as defined by the International Labour Organization's (ILO) Declaration on the Fundamental Principles and Rights at Work, child labour, sexual exploitation, sexual abuse, or sexual harassment.

_____

<Date and Signature>

ATTACHMENT 3b - For Consulting Companies

DECLARATION in relation to RfP <name of the Consultancy Service>

I, the undersigned, hereby confirm that I am an authorised representative of the following organisation:

Registered Name of Organisation (the "Organisation"): _____

Registered Address (incl. country): _____

Year of Registration:_____

I hereby authorise IUCN to store and use the information included in the attached Proposal for the purpose of evaluating Proposals and selecting the Proposal IUCN deems the most favourable. I acknowledge that IUCN is required to retain the Proposal in its entirety for 10 years after then end of the resulting contract and make this available to internal and external auditors and donors as and when requested.
Where the Proposal includes Personal Data as defined by the European Union's General Data Protection Regulation (GDPR), I confirm that the Organisation has been authorised by each Data Subject to share this Data with IUCN for the purposes stated above.

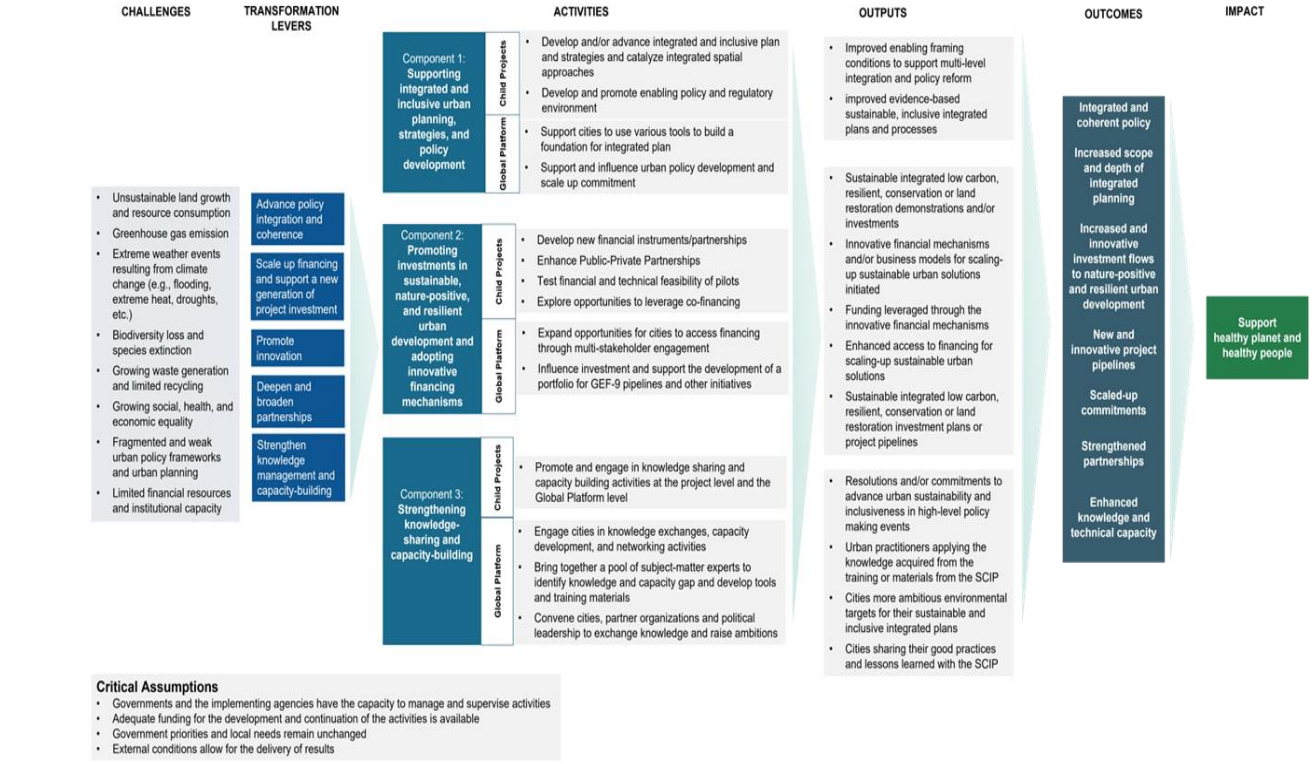
I further confirm that the following statements are correct:

1. The Organisation is duly registered in accordance with all applicable laws.
2. The Organisation is fully compliant with all its tax and social security obligations.
3. The Organisation and its staff and representatives are free of any real or perceived conflicts of interest with regards to IUCN and its Mission.
4. The Organisation agrees to declare to IUCN any real or perceived emerging conflicts of interests it or any of its staff and representatives may have concerning IUCN. The Organisation acknowledges that IUCN may terminate any contracts with the Organisation that would, in IUCN sole discretion, be negatively affected by such conflicts of interests.
5. None of the Organisation's staff has ever been convicted of grave professional misconduct or any other offence concerning their professional conduct.
6. Neither the Organisation nor any of its staff and representatives have ever been convicted of fraud, corruption, money laundering, supporting terrorism or involvement in a criminal organisation.
7. The Organisation acknowledges that engagement by itself or any of its staff in fraud, corruption, money laundering, supporting terrorism or involvement in a criminal organisation will entitle IUCN to terminate any and all contracts with the Organisation with immediate effect.
8. The Organisation is a going concern and is not bankrupt or being wound up, is not having its affairs administered by the courts, has not suspended business activities, is not the subject of proceedings concerning those matters, or in any analogous situation arising from a similar procedure provided for in national legislation or regulations.
9. The Organisation complies with all applicable environmental regulatory requirements or other legal requirements relating to sustainability and environmental protection.
10. The Organisation is not included in the UN Security Council Sanctions List, EU Sanctions Map, US Office of Foreign Assets Control Sanctions List, or the World Bank listing of ineligible firms and individuals. The Organisation agrees that it will not provide direct or indirect support to firms and individuals included in these lists.
11. The Organisation has not been, is not, and will not be involved or implicated in any violations of Indigenous Peoples' rights, or injustice or abuse of human rights related to other groups or individuals, including forced evictions, violation of fundamental rights of workers as defined by the International Labour Organization's (ILO) Declaration on the Fundamental Principles and Rights at Work, child labour, sexual exploitation, sexual abuse, or sexual harassment.

_____

<Date and Signature of authorised representative of the Proposer>
< Name and position of authorised representative of the Proposer >

Annex 4:
Proposed Theory of Change for the Sustainable Cities IP in the Program Framework Document:



GEF-8 CHILD PROJECT CONCEPT

Annex 5 Guatemala Child Project Concept Note under Sustainable Cities IP

GENERAL CHILD PROJECT INFORMATION

Child Project Title:	Towards resilient cities in Guatemala: addressing biodiversity loss and recovery through integrated urban planning and development		
Country(ies):	Guatemala	GEF Child Project ID:	TBD
		Type of Child Project	Full-sized project
GEF Agency(ies):	IUCN	GEF Agency Child Project ID:	TBD
Anticipated Executing Entity(s) and Type:	Ministry of Environment and Natural Resources of Guatemala	GOVERNMENT	
	Vice Ministry of Housing and Urban Development	GOVERNMENT	
	Other executing agencies to be defined during PPG		
GEF Focal Area(s):	Land Degradation, Biodiversity	Submission Date:	
Type of Trust Fund:	GEFTF	Child Project Duration (Months)	48
GEF Child Project Grant: *(a)*	3,886,697	GEF Child Project Non-Grant *(b)*	0
Agency Fee(s) Grant: *(c)*	349,803	Agency Fee(s) Non-Grant: *(d)*	0
Total GEF Financing: *(a+b+c+d)*	4,236,500	Total Co-financing:	35,079,036
PPG Amount *(e):*	150,000	PPG Agency Fee(s) *(f)*:	13,500
Total GEF Resources (a+b+c+d+e+f)	4,400,000		
Project Sector (CCM only)			
Program	Sustainable Cities		

CHILD PROJECT FINANCING TABLES

GEF Financing Table

Indicative Trust Fund Resources Requested by Agency(ies), Country(ies), Focal Area and the Programming of Funds

GEF Agency	Trust Fund	Country/ Regional/ Global	Focal Area	Programming of Funds	(in $)		
					GEF Project Financing	Agency Fee	Total GEF Financing
IUCN	**GEFTF**	**Guatemala**	**Biodiversity**	**BD STAR IP**	2,455,686	221,012	2,676,698
IUCN	**GEFTF**	**Guatemala**	**Land Degradation**	**LD STAR IP**	459,337	41,340	500,677
IUCN	**GEFTF**	**Guatemala**	**Multi focal area**	**STAR IP Matching incentives**	971,674	87,451	1,059,125
Total GEF Resources					3,886,697	349,803	4,236,500

Project Preparation Grant (PPG)

Is Project Preparation Grant requested? ☒ Yes ☐ No

If yes[4]: fill in PPG table (incl. PPG fee)

GEF Agency	Trust Fund	Country/ Regional/Global	Focal Area	Programming of Funds	(in $)		
					PPG	Agency Fee	Total PPG Funding
IUCN	**GEFTF**	**Guatemala**	**Biodiversity**	**BD STAR IP**	94,773	8,530	103,302
IUCN	**GEFTF**	**Guatemala**	**Land Degradation**	**LD STAR IP**	17,727	1,595	19,323
IUCN	**GEFTF**	**Guatemala**	**Multi focal area**	**STAR IP Matching incentives**	37,500	3,375	40,875
Total PPG Amount					150,000	13,500	163,500

Sources of Funds for Country STAR Allocation

GFEF Agency	Trust Fund	Country/ Regional/Global	Focal Area	Source of Funds	Total
IUCN	**GEFTF**	**Guatemala**	**Biodiversity**	BD STAR Allocation	2,780,000
IUCN	**GEFTF**	**Guatemala**	**Land Degradation**	LD STAR Allocation	520,000
Total GEF Resources					3,300,000

Indicative Focal Area Elements

Programming Directions	Trust Fund	(in $)	
		GEF Project Financing	Co-financing
IP Sustainable Cities	GEFTF	4,400,000	35,079,036

Total Project Cost			**39,479,036**

Indicative Co-financing

Sources of Co-financing	Name of Co-financier	Type of Co-financing	Investment Mobilized	Amount ($)
Total Co-financing				35,079,036

Project co-financing was identified by holding two workshops with Civil Society Organizations, local governments and national government representatives where synergetic initiatives were identified: in-kind investments were estimated and shared by corresponding institutions based on recurrent expenditures/on-going projects (Municipality of Guatemala, Mancomunidad Gran Ciudad del Sur, FFEM FUNDAECO, University del Valle, FUNCAGUA). Other grants were identified based on Project partners' knowledge of funding opportunities (Subnational Climate Finance, MARN - Adaptation fund). Only a portion of the Word Bank loan (USD 120,000,000 in total) was accounted for as Project co-financing in order to provide conservative estimates since only part of the resources should be allocated to green infrastructure and integrated land-use planning, and the loan remains to be approved by the Parliament.

TABLE ON CORE INDICATORS

Core Indicators

Project Core Indicators		Expected at PFD
4	Area of **landscapes under improved practices** (excluding protected areas)(Hectares)	71,902
6	**Greenhouse Gas Emissions Mitigated** (metric tons of CO2e)	268,697
11	Number of **direct beneficiaries disaggregated by gender** as co-benefit of GEF investment	120,000 (60,600 women, 59,400 men)

Explain the methodological approach and underlying logic to justify target levels for Core and Sub-Indicators (max. 250 words, approximately 1/2 page)

Target for the "**Area of landscapes under improved practices"** was set considering existing plans to formalize and create regulation for urban green corridors in both Guatemala metropolitan area and Huehuetenango that will be directly supported as part of this project, which would account for newly established OECMs. Improved practices within corridors will be triggered by a set of incentives, public investments and innovative financial models such as municipal payment for environmental services.

Target for "**Greenhouse Gas Emissions Mitigated"** was set considering the contribution of the low carbon urban plan to amplify the uptake of low-emissions vehicles through regulatory measures and incentives (tax abatement), improve collective public transportation and modernize solid-waste treatment, in line with the level of ambition in the Nationally Determined Contribution.

Target for "**Number of direct beneficiaries disaggregated by gender"** was set considering the number of inhabitants of cities comprised in project area with conservative assumptions with regards to potential number of users of improved public transportation, formal jobs created/formalized in waste sector, and staff from local government/CSO/private companies managing green spaces who received training on biodiversity friendly practices.

PROJECT DESCRIPTION

Country Context (*maximum 500 words*)

Describe the country's relevant environmental challenges and strategic positioning relative to the systems transformation proposed for the program, including relevant existing policies, commitments, and investment frameworks. How are these aligned with the proposed approach to foster impactful outcomes with global environmental benefits?

Guatemala is home to home to some 17.5 million people and is the largest economy in Central America. Its population growth rate of around 1.9% per year (World Bank) is among the highest in the region, and much of that growth is increasingly located in its cities where 54% of the population presently resides – up from 42% in 2001 and projected to reach 75% of the population by 2030.

As with other developing countries in the region and globally, the rapid growth of Guatemala's cities presents many serious challenges. These include inadequate land use planning leading to urban sprawl and other issues, poorly planned and inadequate transportation systems contributing to air pollution and other health and social problems, and inadequate waste and water management. These challenges are particularly acute for poorer residents, with some 31% of Guatemala's urban population residing in slums that typically lack access to basic services and are more vulnerable to natural disasters. And climate change is exacerbating these problems, with cities facing increased vulnerability to flooding, heat waves, droughts, and other shocks.

Guatemala's cities are also significant drivers of environmental degradation, including as sources of GHG emissions as well as habitat degradation and loss leading to loss of biodiversity, particularly as unchecked urban sprawl converts more and more green spaces.

In the face of these challenges, Guatemala has developed a set of policies, institutions, and investments to strengthen the sustainability of its cities, and made a number of ambitious commitments. These include establishment of the *National Urban and Rural Development Council* (CONADUR) that coordinates and monitors implementation of national development policies including urban development and that operates at different levels from local to national and integrates various ministries for cross-sector collaboration, Community and Municipal Development Councils in charge of supporting citizens participation in land-use zoning plans elaboration.

Across key sectors, Guatemala has been making investments in urban sustainability. These include investment in public transit systems including Transmetro and MetroRiel in Guatemala City and promoting non-motorized transportation. To address waste management, Guatemala enacted in 2016 the *Solid Waste Mangement Law*, followed by additional regulation for municipalities in 2021 (AG-164-2021) that set guidelines for waste collection, transportation and disposal and promote waste reduction, recycling and recovery. To address critical challenges in sustainable water management that include limited access to clean water, aging and inadequate infrastructure, pollution and contamination, inefficient usage and climate change, Guatemala is working towards implementing integrated water resources management approaches, has made investments in water supply and distribution infrastructure, and is working to engage local

communities in water management and enhance public awareness about the importance of water conservation and sustainable use.

At the national and global levels, Guatemala's National Development Plan, *K'atun 2032*, prioritizes sustainable urban development and land management in alignment with the Sustainable Development Goals. In 2016, as part of the UN-Habitat III process, the country approved the *Urban Agenda*, which calls for public policies and strategic plans supporting sustainable and socially inclusive urbanization. And Guatemala's *Climate Change Law* (Decree No. 7-2013) requires municipalities and Urban and Rural Development Councils to consider national communications on climate change when addressing urban and land use planning for adaptation and mitigation.

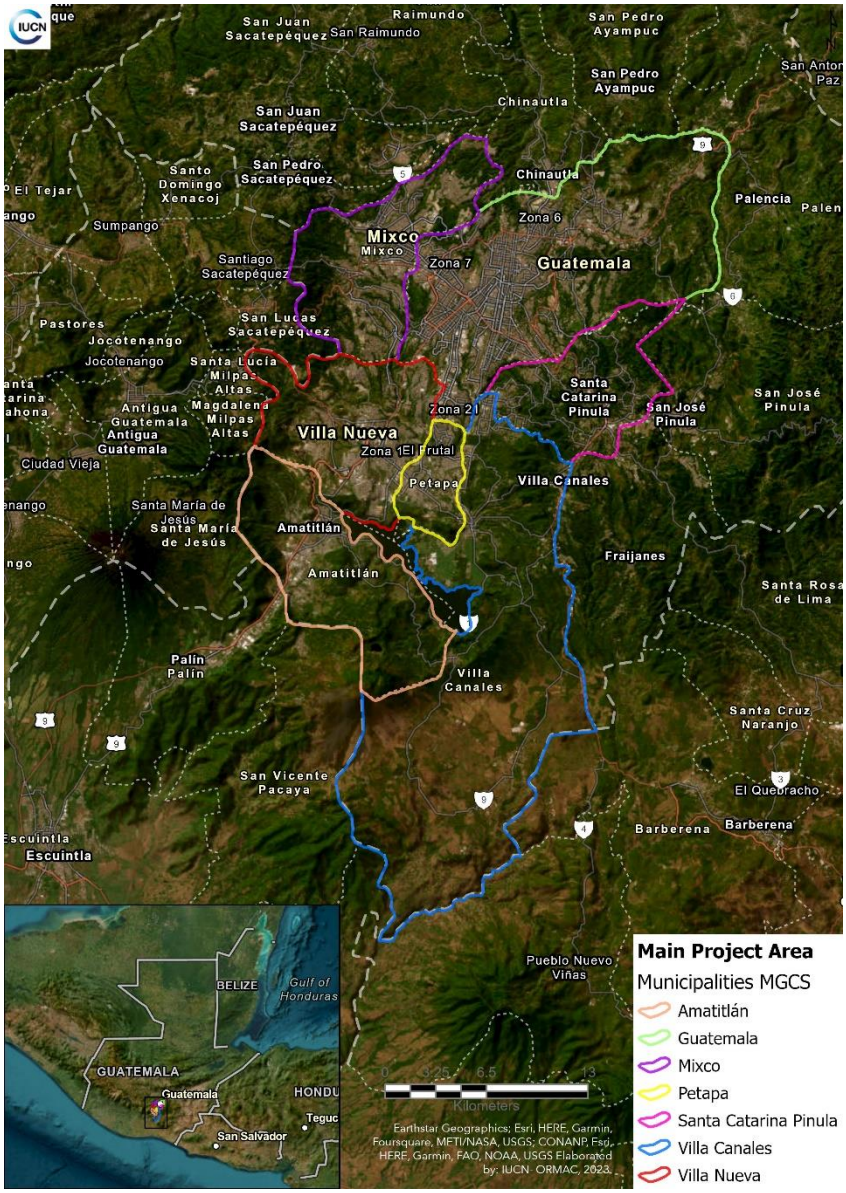
Taken together, these developments, initiatives and political are well aligned with the goals of this IP to advance integrated and systems-based approaches for building net zero carbon, nature positive, inclusive and climate resilient cities. Many of the underlying challenges affecting Guatemala's cities, as well as potential solutions, are relevant to other developing countries including those participating in the Sustainable Cities IP, offering strong potential for exchange, partnership, and scaling up.

Project Overview and Approach (*maximum 1250 words*)

a) Provide a brief description of the geographical target(s), including details of systemic challenges, and the specific environmental threats and associated drivers that must be addressed;

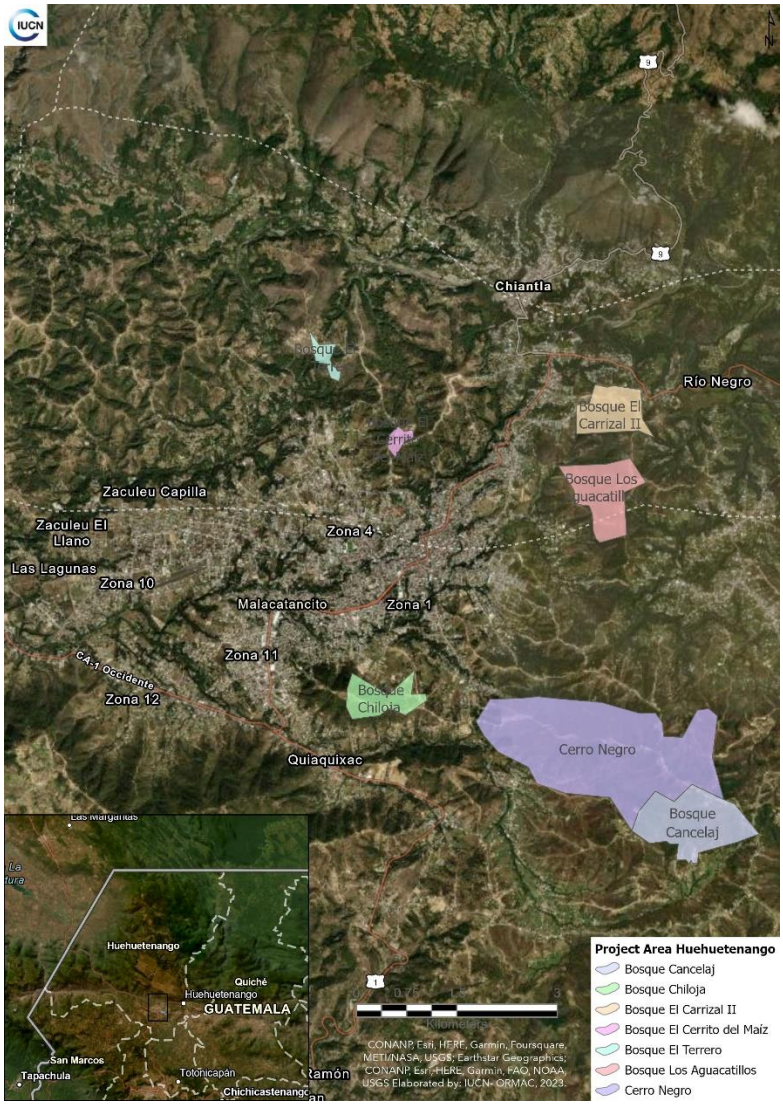
The project will work at the national level to support enabling policy reforms, and in two priority metropolises: the **Guatemala City Metropolitan Area** and the city of **Huehuetenango** - where needs are high and where project interventions and experiences offer great potential for scaling up.

The **Guatemala City Metropolitan Area (AMCG)** is the largest city in Guatemala, home to some 3.5 million people and comprised of eight different municipalities covering 478 square kilometers (Map 1). All of the challenges described above are relevant to AMCG including poorly controlled urban expansion, inadequate transportation, water and sanitation, waste management, and more. The expansion of AMCG has led to the emergence of peri-urban regions in municipalities with limited ability to manage development. Of the eight municipalities that comprise AMCG, only three have Municipal Development Plans, and the ability to implement and enforce urban planning regulations is weak, particularly in informal areas. Sustainable water management is also an acute concern. A recent report by FUNCAGUA, an NGO focused on addressing water and environmental issues in Guatemala, finds that aquifers in the area are being over-exploited, including critical reductions of over 30 meters per year in 49% of wells, and drops between 20 and 30 meters per year in 32% of the wells. In addition, urban sprawl leads to soil sealing which in turn reduce watershed recharge.



Map 1: Municipalities of Guatemala Metropolitan Area

Huehuetenango metropolitan area is a smaller city and regional hub covering some 220 square kilometers situated in the western highlands of Guatemala (map 2) with a growing population of 150,000 projected to reach 500,000 by mid-century. The population includes large communities of Mayan Mam descent. The city's location in the dry corridor region leaves it vulnerable to drought and other climate-related risks, and water management is indeed a critical issue, with overexploitation of available resources and aging, insufficient infrastructure among the challenges. Other pressing concerns for Huehetenango include deforestation from unsustainable use of fuel wood, air pollution principally due to vehicle emissions and burning of solid fuels for cooking and heating, and inadequate waste management.



Map 2: Huehuetenango city

Huehuetenango city managers have put forward a vision for sustainable development of the region, articulated in three plans: the *Municipal Development Plan 2011-2025*, the *Municipal Plan for Local Economic Development and Adaptation to Climate Change (2019-2023)*, and the *Municipal Development and Land Use Plan of the Municipality of Huehuetenango, 2019-2032*. The municipality has also partnered with the Guatemalan NGO Foundation for Ecodevelopment and Conservation (FUNDAECO), the National Council of Protected Areas (CONAP) and the National Forest Institute (INAB) to establish the **Zac'ulew Municipal Ecological Belt**, as a strategy for limiting urban sprawl and protecting biodiversity. To date, 10 areas have been prioritized, totaling more than 500 ha of surface area.

…….

b) Describe the existing or planned baseline investments, including current institutional framework and processes for stakeholder engagement and gender integration.

In the targeted cities, a number of on-going investments from different donors including FFEM, AECID and multilateral banks including World bank and IADB provide a strong baseline to build upon. FUNDAECO has mobilized continuous support from FFEM to invest in rehabilitating green parks, while IUCN has supported integrated water management at the metropolitan level by strengthening knowledge on the impact of urban areas on water resources and corresponding management strategies. As part of the project Nature4Cities funded by the Green Climate Fund and EUROCLIMA, UNEP and MARN are currently supporting the municipality of Guatemala in evaluating opportunities to include Nature Based Solutions in the Municipal Development Plan. The World Bank is currently considering a large investment (US$ 120 million, loan),

which, if approved by the Parliament, will support improving climate resilience in Guatemala Metropolitan Area in coordination with the Ministry of Communication, Infrastructure and Housing and the Social Solidarity Fund. This project will improve access to resilient basic services and infrastructure, enhance planning and land-use zoning capacities of the municipalities from Guatemala Metropolitan Area.

Ministry of Communications, Infrastructure, and Housing (CIV): This ministry oversees the development and maintenance of urban infrastructure, such as roads, bridges, and public transportation systems. It also coordinates national housing policies and programs aimed at improving living conditions in cities.
FUNCAGUA and WWF and CENTRARSE networks of private actors will be leveraged to engage businesses in enhancing access and quality of green spaces, promote sustainable mobility and appropriate waste management at their own level and supply chain.

The planning and citizen participation platform for the proposal will be provided by the Mancomunidad Gran Ciudad del Sur and the Urban and Rural Development Councils, along with private sector involvement.

Gender integration will be sought when developing mechanisms to engage with local communities together with the National Women's Office, the Women's Ombudsman's Office of the Office of the Human Rights. Two opportunities to integrate gender balance as part of project activities and which will be further expanded during PPG are:

- job creation provided by NbS and circular economy approaches will be designed to ensure women will equally benefit from job opportunities generated by the project
- the waste management sector offers a strong potential to improve working conditions and income of female workers by formalizing their employment conditions and technology uptake

……..

c) Describe how the integrated approach proposed for the child project responds to and reflects the Program's Theory of Change, and as such is an appropriate and suitable option for tackling the systemic challenges, and to achieve the desired transformation with multiple global environmental benefits; and

The project will work to support transformational change for urban systems in Guatemala through a set of targeted interventions in line with the IP's theory of change, and that support integrated land use planning and policies; mobilizing and enabling investment in sustainable, nature-positive and climate resilient urban development; and strengthening knowledge sharing, best practices, and capacity for sustainability.

Interventions will be delivered through the following interlinked Components and activities:

C1. Integrated and Inclusive Urban Planning, Strategies, and Policy Development: Supporting development and advancement of integrated and inclusive urban planning for the targeted metropolises, including addressing challenges of urban sprawl, water management, waste management including support for circular economy approaches, sustainable transportation needs and more. Supported approaches will include enhancing coordination platforms for government agencies and municipalities to co-design a national resilient urban policy framework and supporting integrated spatial planning of urban greening plan at municipal level. In addition, support will be provided for integration of nature in urban planning solutions, including through assessments of the value of natural capital, assessments of threats to species and options for mitigating those threats, as well as climate change mitigation and adaptation benefits (i.e. reduced urban flooding, increased water recharge).

C2. Mobilizing Investment in Sustainable, Nature-Positive and Climate Resilient Urban Development: Supported interventions will include development incentives for developers to build multi-family dwellings or

mixed-use developments in city centers; blended finance and other approaches to support private investment in public transportation infrastructure such as bus rapid transit (BRT) systems, green infrastructure and circular economy practices. Other supported approaches may include design of municipal payment for environmental services schemes particularly for water and air quality and land value capture mechanisms.

C3: Strengthening Knowledge Sharing and Capacity Building on Sustainable Urban Solutions: Supporting knowledge sharing and awareness raising among key stakeholders including within government agencies and policy makers, on sustainable urban solutions including NbS, and enabling policy and financing approaches.

d) Describe the project's incremental reasoning for GEF financing under the program, including the results framework and components.

The targeted municipalities generally face budget and capacity constraints. The GEF financing will complement ongoing investments and mobilize investment in the participating cities. The incremental costs of the intervention will support transformational shifts as follows:

Low-carbon urban planning with a greenprinting approach are necessary for AMCG and Huehuetenango: at present, the majority of projects implemented in urban areas are strongly centered on adaptation, but not on biodiversity loss or climate change mitigation. This Project will complement this approach by ensuring adaptation plans are also contributing to biodiversity net-gains and reduced GHG emissions.

Despite existing efforts to better manage urban green infrastructure and natural resources at AMCG level, there is a lack of coordination and knowledge exchange between stakeholders: GEF financing will support development of a metropolitan observatory to compile and liberally share data and spatially-explicit information in a web-portal to inform urban planning processes, building on knowledge from NGOs, public sector and academia to help establish a nature-positive and resilient urban culture and influence policymakers. This observatory will also serve as local knowledge-hub for cities to share learnings.

Financing to address urban sustainability challenges in Guatemala is at present heavily dependent on public (local, state) finance and international development aid. GEF financing will support development of viable business models and financial instruments that will enable and attract private capital to urban sustainability opportunities and accelerate uptake of low-carbon urban planning and greening of cities.

Engagement with the Global / Regional Framework (*maximum 500 words*)

Describe how the project will align with the global / regional framework for the program to foster knowledge sharing, learning, and synthesis of experiences. How will the proposed approach scale-up from the local and national level to maximize engagement by all relevant stakeholders and/or actors?

The proposed Project will be designed from the ground up to align with the regional framework of the Program to support knowledge sharing, learning, and synthesis of experiences – both as a contributor and as a recipient of information and knowledge products and experiences – and to support scaling up to maximize impact and sustainability. Key elements of this aligned approach include the following:

- **Governance and regional-level policy coherence**: project will build on existing tools and experiences already identified as part of GEF6 and GEF7 Sustainable Cities Program to raise the level of ambition of city commitments for nature and climate protection and generate sound economic and ecological plans and policies.
- **Active participation of Project team and stakeholders in programmatic knowledge exchange workshops, trainings and exchanges** – Project will include budgeted resources for participation of project team and key relevant stakeholders in all program-supported knowledge exchange workshops, trainings and exchanges designed for Guatemala, such as the World Bank annual urban forum. A cost-sharing approach between the Global IP Coordination and Support project and national child projects including this one will be agreed to during PPG-stage development of the Global and national child projects.
- **Contribution to Programmatic communications:** Project will include budgeted resources, dedicated activities and related targets under Component 3 for contribution to programmatic communications and knowledge products. This support also includes support for coordinated efforts to position cities in the global political agenda, by, for instance, supporting the participation of cities leader to global conventions such as UNFCCC and UN-CBD Conferences of the Parties (in coordination with ICLEI, to maximize political incidence).
- **Support for high-level participation in finance mobilization roundtables, financial inclusion activities and other coordinated efforts to raise new and additional funding for nature-positive, healthier and resilient urban development:** Project will support the participation of national and local government officials, private sector leaders to business fair and financing roundtables, support high-level engagement and dialogues with key actors such as multilateral development banks (e.i. IADB), national development bank and networks such as the C40 and WBCSD
- ***Support for harmonized monitoring approaches* –** Project results framework and monitoring approaches will align with and utilize the key program-level indicators and MRV approaches defined in the Program Framework Document, to ensure apples-to-apples comparisons of national-level project performance and support development of consolidated Program-level reporting and adaptive management. Project-level progress across all results framework indicators will be shared with the Global coordination project team on an annual basis, in advance of the July reporting schedule, to facilitate consolidated reporting at the Program-level by the Global coordination team through an annual Program Report submitted to GEF.