

**URBAN EUROPEAN AND LATIN AMERICA AND CARIBBEAN CITIES (URBELAC-4)**

**RG-T3228**

**CERTIFICATION**

I hereby certify that this operation was approved for financing under the **ORDINARY CAPITAL STRATEGIC DEVELOPMENT PROGRAM FOR SUSTAINABILITY (SUS)**, through a communication dated April 19, 2018 and signed by Jane Silva. Also, I certify that resources from said fund are available for up to **US\$250,000** in order to finance the activities described and budgeted in this document. This certification reserves resource for the referenced project for a period of four (4) calendar months counted from the date of eligibility from the funding source. If the project is not approved by the IDB within that period, the reserve of resources will be cancelled, except in the case a new certification is granted. The commitment and disbursement of these resources shall be made only by the Bank in US dollars. The same currency shall be used to stipulate the remuneration and payments to consultants, except in the case of local consultants working in their own borrowing member country who shall have their remuneration defined and paid in the currency of such country. No resources of the Fund shall be made available to cover amounts greater than the amount certified herein above for the implementation of this operation. Amounts greater than the certified amount may arise from commitments on contracts denominated in a currency other than the Fund currency, resulting in currency exchange rate differences, representing a risk that will not be absorbed by the Fund.

Certified by:

***Original Signed***

***7/30/2018***

\_\_\_\_\_  
Sonia M. Rivera  
Chief

\_\_\_\_\_  
Date

Grants and Co-Financing Management Unit  
ORP/GCM

Approved by:

***Original Signed***

***7/31/2018***

\_\_\_\_\_  
Tatiana Gallego Lizon  
Division Chief

\_\_\_\_\_  
Date

Housing and Urban Development Division  
CSD/HUD

## TC DOCUMENT

### I. Basic Information for TC

▪ Country/Region:	Regional
▪ TC Name:	Urban European and Latin America and Caribbean Cities (URBELAC-4)
▪ TC Number:	RG-T3228
▪ Team Leader/Members:	Ophélie Chevalier, Team Leader (CSD/HUD); Laura Paonessa, Michelle Marshall (KNL/KNM); Luz Fernandez (CSD/CCS); Rodolfo Herrera (CID/CES); Natalia Laguyas (MIF/OPU); Mónica Centeno, Liza Lutz (LEG/SGO); Estrella Peinado-Vara, Nancy Moreno, and Alejandra Aguilar (CSD/HUD).
▪ Taxonomy:	Research and Dissemination (R&D)
▪ Date of TC Abstract authorization:	April 19, 2018
▪ Beneficiary:	Borrowing member countries in Latin America and the Caribbean
▪ Executing Agency:	Inter-American Development Bank (IDB) through the Housing and Urban Development Division (CSD/HUD)
▪ Donors providing funding:	US\$250,000
▪ IDB Funding Requested:	Ordinary Capital, Strategic Development Program for Sustainability (SUS)
▪ Local counterpart funding, if any:	N/A
▪ Disbursement period:	24 months, with an execution period of 18 months)
▪ Required start date:	July 2018
▪ Types of consultants:	Individual consultants
▪ Prepared by Unit:	Housing and Urban Development Division (CSD/HUD)
▪ Unit of Disbursement Responsibility:	Climate Change & Sustainable Development Sector (CSD/CSD)
▪ TC included in Country Strategy:	No
▪ TC included in CPD:	No
▪ Alignment to the Update to the Institutional Strategy 2010-2020:	Development Challenges: (i) Social Inclusion and Equality; and (ii) Productivity and innovation. Cross-cutting Issues: (i) Climate Change and Environmental Sustainability; and (ii) Institutions and Rule of Law.

### II. Objectives and Justification of the TC

- 2.1 The objective of the operation is to contribute to the improvement of the quality of urban life, facilitating new approaches and methodologies of urban interventions and exchanging information on sustainable and integrated urban development between Europe and Latin America and the Caribbean. The operation will assist city policy-makers, practitioners and managers in defining solution to their proposed challenges. The thematic focus of URBELAC 4 is circular economy.
- 2.2 **Background.** Latin America and the Caribbean (LAC) will become the most urbanized region in the world, reaching 86% of the population living in urban areas by 2050. Six mega cities in the region will be the home of more than 100 million people, which is

approximately 15% of LAC's population.<sup>1</sup> Cities are generating approximately 85% of global Gross Domestic Product (GDP). LAC cities are increasing sources of: (i) greenhouse gases; (ii) hotspots of vulnerability to floods; (iii) heat waves; and (iv) other hazards that climate change is expected to aggravate.<sup>2</sup> As urbanization continues, the need for greater resources will accelerate. The linear model of produce-use-dispose is wasteful by design. Making cities more sustainable means rethinking every element of urban living, and how to move away from the growing shortage of materials and increased pollution. The "circular economy" attempts to address the dual issue of increasing waste and decreasing resources by incentivizing actors through the value chain to extract maximum use from both existing products and the elements within them. "Ensuring sustainable consumption and growth patterns", as specified by Goal 12 of the U.N. Sustainable Development Goals, aim at significant waste prevention, reduction, recycling and reuse by 2030. Cities around the world are already experimenting with interventions that leverage synergies across different sectors to foster new patterns in the consumption process. Cities will play a pivotal role in creating an enabling environment through regulations and incentives. With the participation of the private sector, there are opportunities for public-private collaboration in achieving new market standards and a resource efficient vision for the cities.<sup>3</sup>

- 2.3 Urban development has evolved, during the past decades, from a sectorial intervention with a clear emphasis on physical investments to a more integrated approach that allows cities to work across sectors, to build synergies between different interventions. Those changes are reflected in the urban agenda of both the European Commission (EC) and the IDB.
- 2.4 The urban agenda for the EC was launched in May 2016 with the Pact of Amsterdam. It represents a new multi-level working method promoting cooperation among cities to stimulate growth, livability, innovation and tackle social challenges. A key pillar to implement the agenda is to contribute to enhancing the knowledge base on urban issues and exchange of best practices and knowledge. A total of twelve topics have been prioritized, including circular economy, climate adaptation and air quality.
- 2.5 The IDB has placed cities at the heart of its efforts through a multi-sectorial approach to confront the development challenges of the region. The vision of IDB's action for 2010-2020 (Institutional Strategy, AB-3008) is to increase productivity and reduce inequality in a sustainable way. Among the various objectives to reach the vision are: (i) to provide inclusive and sustainable infrastructure and services; (ii) to support urban planning; (iii) to address the impacts of climate change adaptation and mitigation; and (iv) to strengthen institutional capacity.
- 2.6 In addition to shared understandings on the urban agenda, Europe and Latin America share a common phenomenon: the rise and institutionalization of metropolitan areas. In Latin America, the phenomenon is characterized by common characteristics that need to be taken into account when looking into the management of metropolitan areas: (i) the region has a strong centralist state history and behavior; (ii) the decentralization process has been ongoing in almost all countries; (iii) the civil society is not highly involved; (iv) corrupt practices is a widespread challenge; (v) local

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<sup>1</sup> United Nations, 2011 and 2014.

<sup>2</sup> Hardoy J, Romero P. 2011. Latin American cities and climate change: challenges and options to mitigation and adaptation responses. Current Opinion in Environmental Sustainability Volume 3, Issue 3, May 2011, Pages 158-163.

<sup>3</sup> World Economic Forum. White Paper "Circular Economy in Cities." 2018.

governments need to strengthen their administrative and technical capacities; and (vi) a high proportion of the population lives outside of formal sectors and established legality.<sup>4</sup> These common characteristics are not only specific to the region and can be found in other countries and continents, such as in Europe.

- 2.7 According to the Organization for Economic Co-operation and Development (OECD) definition, metropolitan areas are urban areas with more than 500,000 inhabitants.<sup>5</sup> Metropolitan areas in Europe harbor 59% of the population, hold 62% of jobs and represent 67% of GDP.<sup>6</sup> Common principles for strategic planning include the need to: (i) foster stronger links between economic growth, employment and social progress; (ii) improve access to services; (iii) limit urban sprawl; and (iv) increase environmental protection.
- 2.8 Principles of circular economy can apply to all cities' functions, establishing an urban system that is regenerative and restorative by design. In such cities, the idea of waste is eliminated, with assets kept at their highest levels of utility at all times and the use of digital technologies as a vital process enabler. A circular city aims to generate prosperity and economic resilience for itself and its citizens, while decoupling value creation from the consumption of finite resources.<sup>7</sup> To reach a circular future, awareness and cooperation among actors (business, consumers, NGOs, and governments) are required. Four main barriers need to be removed: (i) financial (high transaction costs, upfront investments, economic viability of recycling); (ii) institutional (regulatory structures, leadership, business models); (iii) social (resistance to change and lack of awareness); and (iv) technical (material recovery, planned obsolescence, and lack of metrics to measure circularity). In that process, cities can benefit from the transition, bringing the circular concept to policy making and urban planning to create more competitive, sustainable, equitable and livable cities.
- 2.9 **Lessons learned.** This Technical Cooperation (TC) builds upon lessons learned from the Urban European and Latin American and Caribbean Cities (URBELAC) network, created in 2010 between the IDB and the EC, which benefitted a total of 31 cities. The lessons learned from this partnership are: (i) face to face meetings with technical staff allow for deeper exchanges; (ii) regional policy and development strategies are useful to discuss issues that go beyond city boundaries; (iii) vertical dialogue between national level and local levels are key to foster the fiscal agenda; and (iv) territorial interventions are always multi-sectorial.<sup>8</sup>
- 2.10 **Rationale.** Within this context, this TC will connect subnational governments in LAC and Europe for collaborative knowledge sharing to identify opportunities for innovation when addressing shared challenges. One topic has been prioritized based on the common issues and the urban agendas: building circular economies. This is a topic that has been diagnosed and addressed in metropolitan areas. Europe has made dramatic progress on the subject and cities in LAC have tested it, showing growing interest in the matter. At its core, a circular economy means that products no longer have a life cycle with an ending in the form of waste. When materials stop being used they go back into a useful cycle, transforming everything into restorative and regenerative items. This is critical for building resilience to climate change and integrating sustainable practices into the urban context, where the demand for

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<sup>4</sup> *Governing the Metropolis, Principles and Cases*. IDB. 2008. Page 183.

<sup>5</sup> OECD, 2012.

<sup>6</sup> European Commission, 2014.

<sup>7</sup> The Ellen MacArthur Foundation.

<sup>8</sup> [URBELAC 2010-2013](#)

resources will only continue to increase. While the number of governments interested in the circular economy is growing, most still lack a sense of urgency. Cities can set up mechanisms to monitor resources usage and performance efficiencies and use them to set targets and define an evidence-based city road map that accounts for local context. Cities can facilitate circular initiatives by piloting and scaling novel models in their own operations. Cities can provide incentives to businesses, through subsidies or tax breaks, to adopt circular practices. A program as URBELAC has the potential to foster cross-city collaboration to develop partnerships and share innovative solutions.

- 2.11 **Strategic alignment.** The TC is consistent with the Update to the Institutional Strategy - UIS 2010-2020 (AB-3008) and is expected to contribute to the Corporate Results Framework-CRF 2016-2019 (GN-2727-6) through: the development challenges of: (i) social inclusion and equality, in looking into how to provide inclusive infrastructure and services; and (ii) productivity and innovation, in exchanging experiences related to circular economy. It also aligns to the cross-cutting issues of: (i) climate change and environmental sustainability; and (iii) institutions and rule of law, as lead topics in the selection of the participants as well as in the prioritization of projects. The proposed operation is consistent with the IDB's Sector Strategy Institutions for Growth and Social Welfare (GN-2587-2), in promoting knowledge exchange related to institutional capacity and public management. It is also consistent with the Sector Framework Documents of: (i) Urban Development and Housing (GN-2732-6), considering key issues that affect urban development; and (ii) Climate Change (GN-2835-3), in promoting a multisectoral approach to the impacts of climate change at city level. In addition, the circular economy concept would improve the way we meet the functional needs of society while using fewer materials and reducing negative impacts such as greenhouse gas emissions. This operation will contribute to the goal of increasing the financing of climate change related projects in the LAC to 30% on the IDB's and IDB's invest combined total approvals of operations by December 31, 2020. The operation will contribute to the objectives of the OC-SDP for Sustainability Results Framework in supporting municipal governments to prepare for challenges related to rapid urban growth in a sustainable manner (GN-2819-1).
- 2.12 **Strategy.** Building partnerships for changes is part of the agenda for the IDB and the European Commission. Policy dialogue and assisting human resources development are among their main areas of cooperation. In that context, knowledge sharing is a crucial part of development cooperation. Learning best practices from other countries 'similar programs and adjusting them to the local context help create best fit programs. One of the most important components of knowledge sharing is the further development of knowledge hubs that can help seekers and providers of development solutions to come together around specific issues. Creating knowledge sharing networks is key to connecting policymakers, and practitioners, providing opportunities to interact and engage. Using lessons learned, the strategy for this operation is to (i) identify specific topics or thematic issues around which to center knowledge sharing; (ii) optimize resources bringing to the discussion the analysis of policy and institutional framework and innovative practices; (iii) collaborate with existing platforms and knowledge hubs to bring the knowledge sharing to scale; and (iv) support exchange between local institutions.
- 2.13 To operationalize this strategy, knowledge sharing will consist of exchanges of best practices, discussion of issues and solutions for each pre-defined topic. The tools used include information exchange, organization of meetings and round tables and direct visits for participants to experience the best practices in question. The operation will

benefit from the successful partnership with the Directorate General Regional Policy (DevRegio) of the EC, which has a long experience of analyzing the performance of subnational governments in Europe. DevRegio will lead the selection process of subnational entities in Europe. The EC will select four cities or metropolitan areas to participate to the knowledge sharing process.

- 2.14 DevRegio and the IDB have preidentified a list of cities<sup>9</sup>, based on the specific interest of the cities, best practices, and commitment within the proposed topic. The team of the DevRegio and IDB will select four (4) cities each, based on conversations on the specific problematic that the candidate wants to address and the analysis of ongoing activities and plans. Each entity will identify a small technical team composed of authorities and technical officials. Universities and research centers can get involved upon invitation by the local entity. The sub-topics and work plan will be agreed upon during the launching of the operation.<sup>10</sup>
- 2.15 The activities proposed will be implemented in coordination with IDB's cities network initiative and will use the methodologies successfully tested in the past by both the European Commission and the IDB through the still active (URBELAC) network, created in 2010. The outputs of the operation will feed the Cities lab to test innovative methodologies and approaches as they relate to circular economy at the local level.

### III. Description of Activities/Components and Budget

- 3.1 **Component 1. Selection of cities and topics (US\$20,000).** The objective of this component is to organize working groups. The activities include: (i) the selection of the cities by each organization;<sup>11</sup> (ii) a review of proposals of each city, compared to the literature and other practices worldwide; (iii) the selection of mentoring cities among the URBELAC network and the IDB's cities network; (iv) the final selection of participating cities; and (v) the launching of URBELAC 4. The output of this component will be the creation of a network of cities for the fourth round of URBELAC.
- 3.2 **Component 2. Project identification and design (US\$210,000).**<sup>12</sup> The objective of this component is to identify key actions to implement in each city. This component will be organized through a series of face-to-face meetings between the local politicians and technicians of selected cities. The activities will benefit from the products of Component 1, which will serve as inputs for: (i) the identification of topics of interest and creation of thematic groups; (ii) knowledge transfer through the exchange of best practices and discussion of issues; (iii) identification by each participant of specific projects to implement in the short term; and (iv) closing event

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<sup>9</sup> Dev Regio is making the preselection based on the cities registered in the Urban Lab of Europe (Urban Innovative Actions, UIA) and the IDB is making the preselection based on the current and upcoming portfolio seeking to generate business opportunities for the IDB. The criteria for selection are: (i) cities with which the IDB is working or sees potential in working with in the future; (ii) cities involved in the current or upcoming portfolio or pipeline; (iii) cities that have placed circular economy in their program; and (iv) cities that have the capacity to dedicate time and resources in an exchange program. DevRegio is including in the preselected list of cities: Ljubljana, Antwerp, Valencia, Genova, Napoli, Bonn, Berlin, Lyon. The IDB has preselected San Salvador, Hermosillo, Monterrey, Santiago of Chile, Rivera, Joao Pessoa.

<sup>10</sup> Once the local entities are selected and the topics agreed upon the IDB will obtain a non-objection letter from the IDB's liaison entity in each country.

<sup>11</sup> The IDB will select the cities in LAC and the DevRegio will select the cities in Europe.

<sup>12</sup> During the launching of the operation the selected entities will define what is expected under the issue of circular economy during the launching of the operation. This will be further clarified through the identification of topics of interest and benefit from the outputs of Component 1.

accompanied by blogs, one-minute stories, and info-graphics. The output of this component will be a pipeline of projects designed in close coordination with the IDB and EU teams so that the projects can be financed as part of the operational endeavor of each institution.

- 3.3 **Component 3. Diagnostic and inputs for pilots (US\$20,000).** The objective of this component is to generate diagnostics on the topic of circular economy to prepare the basis for a pilot. The activities include: (i) selection of the topic and methodology for the diagnostics; (ii) field work; (iii) presentation of the preliminary diagnostics to the network; and (iv) discussion with the network on the innovative practice and lessons learned. The output of this component will be a report on innovations on the selected topic and will serve as main input for a pilot to implement in LAC.
- 3.4 The total cost of this TC will be financed by the Ordinary Capital Strategic Development Program for Sustainability (SUS) for an amount of US\$250,000. There will be no local counterpart funds.

**Indicative Budget<sup>13</sup> (US\$)**

<b>Component</b>	<b>Description</b>	<b>Total Funding (IDB)</b>
<b>Component 1.</b>	<b>Selection of cities and topics</b>	<b>20,000</b>
	Travel expenses for face to face meetings	10,000
	Translations for face-to-face meetings	10,000
<b>Component 2.</b>	<b>Project identification and design</b>	<b>210,000</b>
	Consulting services to support project identification and design	35,000
	Travel expenses for face-to-face meetings (to benefit LAC representatives and experts)	45,000
	Translations for face-to-face meetings (to benefit LAC representatives and experts)	35,000
	Travel expenses for guests to face to face meetings as experts	40,000
	Closing event and knowledge sharing	55,000
<b>Component 3.</b>	<b>Diagnostic and pilots</b>	<b>20,000</b>
	Consulting services to support the diagnostics	20,000
<b>TOTAL</b>		<b>250,000</b>

#### **IV. Executing Agency and Execution Structure**

- 4.1 The IDB will execute this operation through the Housing and Urban Division (CSD/HUD). The Team Leader will work in close coordination with the CSD/HUD specialists in each relevant country office. Since this TC is a regional project that involves coordination with several public, international and private sector stakeholders from all over the region and beyond, the Bank is in an ideal position to execute it given its presence in LAC and its ongoing cooperation with Europe. The IDB will act as a broker of good practices between LAC and Europe and will be responsible for (i) the organization and participation of LAC cities in meetings and workshops; (ii) the selection and execution of consulting services; (iii) the preparation and negotiation of agreements with the LAC authorities; and (iv) the coordination with the European Commission.

<sup>13</sup> No staff will be traveling with the TC.

- 4.2 The operation will finance activities detailed in the procurement plan (Annex III). The hiring processes will be made in accordance with Bank policies (AM-650 for individual consultants; GN-2765-1 and OP-1155-2 for consulting firms; and GN-2303-20 for logistics and other related services.

## **V. Major Issues**

- 5.1 The main risk is the lack of interest from subnational governments to participate in the production of the deliverables. To mitigate this risk, the operation will select highly motivated participating entities with proven track record on sustainability issues. To mitigate the risk of coordination between entities, the IDB is taking the lead in executing this operation's activities and will act as broker and main coordinator between LAC and Europe.
- 5.2 In addition, with the creation of networks, continuity is a risk to be considered. However, previous experience within URBELAC shows that local governments do maintain links between themselves, especially when they share common topics of interest. In focusing on common issues and in offering technical knowledge and opportunities to identify funding to resolve them, this operation seeks to mitigate the continuity risk. The long-term sustainability of the network lies on value creation. The creation of value focused on stakeholders' needs and implies: (i) a clear understanding of members' needs; (ii) the identification of innovative alternatives for solving problems; (iii) the leverage of synergies among stakeholders; and (iv) and documentation of best practices. This operation includes those principles as part of its implementation. First, the network is created based on a true demand of cities and metropolitan entities which face new challenges and seek to find solutions through exchanges. Second, meetings are prepared by each participant, which will come with a report on the subject defined as part of the work plan. The network does not include financial aspects, as it focuses on an exchange of practices and issues. To summarize, the network is conceived as a knowledge sharing instrument, connecting people directly.

## **VI. Environmental and Social Strategy**

- 6.1 This TC has been classified as "C" based on the Safeguard Screening and Classification Toolkit ([SSF Report](#) and [SPF Report](#)). The results of this operation will contribute to the management of metropolitan governments. no adverse environmental or social impact is expected.

### **Required Annexes:**

- Annex I: [Results Matrix](#)
- Annex II: [Terms of Reference](#)
- Annex III: [Procurement Plan](#)

**Results Matrix**

**Outcomes**

Outcome: [1 Pilot projects on circular economy](#)

CRF Indicator

**Outputs: Annual Physical and Financial Progress**

1 Selection of cities and topics						Physical Progress			Financial Progress			Theme	Fund	Flags	
Outputs	Output Description	Unit of Measure	Baseline	Baseline Year	Means of verification	2019	2020	EOP	2019	2020	EOP				
1.1 Participants in intraregional exchange receiving advisory services	During each meeting participant cities will receive knowledge on circular economy in city management	Individuals (#)	0	2017	Final report validated by IDB	P	4	4	P	20000	20000	Sustainable Cities	SUS		
						P(a)		0	P(a)	0					
						A			A						
2 Project identification and design						Physical Progress			Financial Progress			Theme	Fund	Flags	
Outputs	Output Description	Unit of Measure	Baseline	Baseline Year	Means of verification	2019	2020	EOP	2019	2020	EOP				
2.1 Meetings of participant cities from LAC with participant cities from EU		Meetings(#)	0	2017	Final report validated by IDB	P		4	4	P	175000	175000	Sustainable Cities	SUS	
						P(a)		0	P(a)	0					
						A			A						
2.2 Project proposal developed	Each participant city presents a minimum of one pilot project in circular economy	Proposals (#)	0	2017	Final report validated by IDB	P		4	4	P	35000	35000	Sustainable Cities	SUS	
						P(a)		0	P(a)	0					
						A			A						
3 Diagnostic and pilots						Physical Progress			Financial Progress			Theme	Fund	Flags	
Outputs	Output Description	Unit of Measure	Baseline	Baseline Year	Means of verification	2019	2020	EOP	2019	2020	EOP				
3.1 Networks/communities of practice strengthened	URBELAC network strengthened with new pilots and awareness in circular economy	Networks (#)	0	2017	Final report validated by IDB	P		1	1	P	20000	20000	Sustainable Cities	SUS	
						P(a)		0	P(a)	0					
						A			A						

**Other Cost**

**Total Cost**

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	2019	2020	Total Cost
P	\$20,000.00	\$230,000.00	\$250,000.00
P(a)			
A			

CRF Indicator

Standard Output Indicator

## HRD Terms of Reference

For PEC consultancies

### Consultant – Project identification and design

**Background:** The Urban European and Latin American and Caribbean Cities (URBELAC) network was created in 2010 between the InterAmerican Development Bank and the European Commission, benefitting a total of 31 cities. This year both institutions are launching the 4<sup>th</sup> edition of URBELAC (RG-T3228), inviting cities to work on the topic of circular economy.

Dev Regio and the IDB have preidentified a list of cities<sup>1</sup>, based on the specific interest of the cities, best practices, and commitment within the proposed topic. The team of the Dev Regio and IDB will select four (4) cities each, based on conversations on the specific problematic that the candidate wants to address and the analysis of ongoing activities and plans. Each entity will identify a small technical team composed of authorities and technical officials. Universities and research centers can get involved upon invitation by the local entity. The sub-topics and work plan will be agreed upon during the launching of the operation.<sup>2</sup>

After the selection of cities and specific topics for each city, the operation will finance the activities to identify topics of interest and create thematic groups; to encourage knowledge transfer through the exchange of best practices and discussion of issues; and to identify and design specific projects to implement in the short term. The output of this component will be a pipeline of projects designed in close coordination with the IDB and EU teams so that the projects can be financed as part of the operational endeavor of each institution. A consultant will be hired to support the team in this endeavor.

The consultant will be responsible for the following activities.

- Review the proposal of each candidate, analyzing: (i) the specific problematic that they want to address; (ii) the ongoing urban development activities and plans; and (iii) the understanding of the authorities with circular economy.
- Plan and organize the exchanges (virtual and four meetings) between participating entities from LAC and Europe. Each meeting will be a milestone toward the definition of innovative projects to introduce the concept of circular economy to the urban ecosystem.
- Prepare: (i) the definition of a workplan for each participating entity – including milestone and indicators for monitoring; and (ii) a report on innovation, circular economy, and urban development, considering the local conditions of each participating entity.
- Prepare the background information to support each participating entity in the drafting of its project proposal, including the problem to address, the methodology to apply, the stakeholders to call, and the preliminary roadmap for project design and implementation. The consultant will liaise with the European Commission in close coordination with the IDB team.
- Support the participating entities in the delivery of their presentations and reports. Presentations and reports from LAC participants will be commented by the IDB team. The

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<sup>1</sup> Dev Regio is making the preselection based on the cities registered in the Urban Lab of Europe (Urban Innovative Actions, UIA) and the IDB is making the preselection based on the current and upcoming portfolio seeking to generate business opportunities for the IDB. Dev Regio is including in the preselected list of cities: Ljubljana, Antwerp, Valencia, Genova, Napoli, Bonn, Berlin, Lyon. The IDB has preselected San Salvador, Hermosillo, Monterrey, Santiago of Chile, Rivera, Joao Pessoa.

<sup>2</sup> Once the local entities are selected and the topics agreed upon the IDB will obtain a non-objection letter from the IDB's liaison entity in each country.

## HRD Terms of Reference

### For PEC consultancies

consultant will monitor the inclusion of the comments in the final products submitted by the entities from LAC.

**Deliverables:** The consultant will present four reports: (i) a work plan for the consultancy, including the analysis of the proposals, and the schedule of meetings; (ii) a report on innovation, circular economy, and urban development to present the context of the future projects to present to the Cities Lab; and (iii) the projects, including the comments after presentations.

**Payment timeline:** There are three deliverables. There will be three (3) payments: (i) 40% at the first deliverable; (ii) 30% at the second deliverable; and (iii) 30% at the third deliverable.

**Skills and education:** Economist with management experience. Proven experience (15 years minimum) in metropolitan management and international cooperation between international agencies. Familiarity with the EU is a plus.

- Languages: Spanish and English
- Areas of Expertise: International network in urban development and management, work with cities and metropolitan entities
- Skills: participatory methods, program design and implementation

### Opportunity Summary:

- **Type of contract and modality:** PEC
- **Length of contract:** 20 months
- **Location:** N/A -- External
- **Responsible person:** Ophélie Chevalier (CSD/HUD)
- **Requirements:** You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

**Our culture:** Working with us you will be surrounded by a diverse group of people who have years of experience in all types of development fields, including transportation, health, gender and diversity, communications and much more.

**About us:** At the Inter-American Development Bank, we're devoted to improving lives. Since 1959, we've been a leading source of long-term financing for economic, social, and institutional development in Latin America and the Caribbean. We do more than lending though. We partner with our 48-member countries to provide Latin America and the Caribbean with cutting-edge research about relevant development issues, policy advice to inform their decisions, and technical assistance to improve on the planning and execution of projects. For this, we need people who not only have the right skills, but also are passionate about improving lives.

**Payment and Conditions:** Compensation will be determined in accordance with Bank's policies and procedures. The Bank, pursuant to applicable policies, may contribute toward travel and moving expenses. In addition, candidates must be citizens of an IDB member country.

**Visa and Work Permit:** The Bank, pursuant to applicable policies, may submit a visa request to the applicable immigration authorities; however, the granting of the visa is at the discretion of the immigration authorities. Notwithstanding, it is the responsibility of the candidate to obtain the

## **HRD Terms of Reference**

For PEC consultancies

necessary visa or work permits required by the authorities of the country(ies) in which the services will be rendered to the Bank. If a candidate cannot obtain a visa or work permit to render services to the Bank the contractual offer will be rescinded

**Consanguinity:** Pursuant to applicable Bank policy, candidates with relatives (including the fourth degree of consanguinity and the second degree of affinity, including spouse) working for the IDB, IDB Invest, or MIF as staff members or Complementary Workforce contractuels, will not be eligible to provide services for the Bank.

**Diversity:** The Bank is committed to diversity and inclusion and to providing equal opportunities to all candidates. We embrace diversity based on gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, and religion. We encourage women, Afro-descendants and persons of indigenous origins to apply.

## HRD Terms of Reference

### For PEC consultancies

### Consultant – Pilot Projects

**Background:** The Urban European and Latin American and Caribbean Cities (URBELAC) network was created in 2010 between the InterAmerican Development Bank and the European Commission, benefitting a total of 31 cities. This year both institutions are launching the 4<sup>th</sup> edition of URBELAC (RG-T3228), inviting cities to work on the topic of circular economy.

Dev Regio and the IDB have preidentified a list of cities<sup>3</sup>, based on the specific interest of the cities, best practices, and commitment within the proposed topic. The team of the Dev Regio and IDB will select 4 cities each, based on conversations on the specific problematic that the candidate wants to address and the analysis of ongoing activities and plans. Each entity will identify a small technical team composed of authorities and technical officials. Universities and research centers can get involved upon invitation by the local entity. The sub-topics and work plan will be agreed upon during the launching of the operation.<sup>4</sup>

After the selection of cities and specific topics for each city, the operation will finance the activities to identify topics of interest and create thematic groups; to encourage knowledge transfer through the exchange of best practices and discussion of issues; and to identify and design specific projects to implement in the short term. The final series of activities will seek to generate diagnostics on the topic of circular economy to prepare the basis for a pilot. The activities include: (i) selection of the topic and methodology for the diagnostics; (ii) field work; (iii) presentation of the preliminary diagnostics to the network; and (iv) discussion with the network on the innovative practice and lessons learned. The output of this component will be a report on innovations on the selected topic and will serve as main input for a pilot to implement in Latin America and the Caribbean.

The consultant will be responsible for the following activities.

- A literature review on the subject of circular economy and urban development.
- An analysis of the champion cities who have launched transformative processes including circular economy.
- A review of the proposals made by the participating entities.
- In close coordination with the IDB team the selection of a minimum of 3 pilots to present to Cities Lab. The pilots will meet all requirements set by the Cities Lab.
- Drafting of the documents for each pilot.
- Support in the processing of each pilot.

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<sup>3</sup> Dev Regio is making the preselection based on the cities registered in the Urban Lab of Europe (Urban Innovative Actions, UIA) and the IDB is making the preselection based on the current and upcoming portfolio seeking to generate business opportunities for the IDB. Dev Regio is including in the preselected list of cities: Ljubljana, Antwerp, Valencia, Genova, Napoli, Bonn, Berlin, Lyon. The IDB has preselected San Salvador, Hermosillo, Monterrey, Santiago of Chile, Rivera, Joao Pessoa.

<sup>4</sup> Once the local entities are selected and the topics agreed upon the IDB will obtain a non-objection letter from the IDB's liaison entity in each country.

## HRD Terms of Reference

For PEC consultancies

**Deliverables:** The consultant will present four reports: (i) a literature review; (ii) an analysis of the champion cities; (iii) review and selection of a minimum of 3 projects; and (iv) project document prepared and processed for a minimum of 1 pilot.

**Payment timeline:** There are three deliverables. There will be 4 payments: (i) 20% at the signing of the contract; (ii) 20% at the first deliverable; (iii) 20% at the second deliverable; and (iv) 20% at the third deliverable.

**Skills and education:** Economist with management experience. Proven experience (15 minimum) in metropolitan management and international cooperation between international agencies. Familiarity with the EU is a plus.

- Languages: Spanish and English
- Areas of Expertise: International network in urban development and management, work with cities and metropolitan entities
- Skills: participatory methods, program design and implementation

### Opportunity Summary:

- **Type of contract and modality:** PEC
- **Length of contract:** 20 months
- **Location:** N/A -- External
- **Responsible person:** Ophélie Chevalier (CSD/HUD)
- **Requirements:** You must be a citizen of one of the IDB's 48 member countries and have no family members currently working at the IDB Group.

**Our culture:** Working with us you will be surrounded by a diverse group of people who have years of experience in all types of development fields, including transportation, health, gender and diversity, communications and much more.

**About us:** At the Inter-American Development Bank, we're devoted to improving lives. Since 1959, we've been a leading source of long-term financing for economic, social, and institutional development in Latin America and the Caribbean. We do more than lending though. We partner with our 48-member countries to provide Latin America and the Caribbean with cutting-edge research about relevant development issues, policy advice to inform their decisions, and technical assistance to improve on the planning and execution of projects. For this, we need people who not only have the right skills, but also are passionate about improving lives.

**Payment and Conditions:** Compensation will be determined in accordance with Bank's policies and procedures. The Bank, pursuant to applicable policies, may contribute toward travel and moving expenses. In addition, candidates must be citizens of an IDB member country.

**Visa and Work Permit:** The Bank, pursuant to applicable policies, may submit a visa request to the applicable immigration authorities; however, the granting of the visa is at the discretion of the immigration authorities. Notwithstanding, it is the responsibility of the candidate to obtain the necessary visa or work permits required by the authorities of the country(ies) in which the services will be rendered to the Bank. If a candidate cannot obtain a visa or work permit to render services to the Bank the contractual offer will be rescinded

## **HRD Terms of Reference**

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**Consanguinity:** Pursuant to applicable Bank policy, candidates with relatives (including the fourth degree of consanguinity and the second degree of affinity, including spouse) working for the IDB, IDB Invest, or MIF as staff members or Complementary Workforce contractuals, will not be eligible to provide services for the Bank.

**Diversity:** The Bank is committed to diversity and inclusion and to providing equal opportunities to all candidates. We embrace diversity based on gender, age, education, national origin, ethnic origin, race, disability, sexual orientation, and religion. We encourage women, Afro-descendants and persons of indigenous origins to apply.

