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Initiation Plan / GEF PPG

Project Title: Sustainable Construction Uruguay: Strategic platform for the development of a national policy on sustainable, resilient, and low-emission construction in Uruguay.

Country: Uruguay

Country Programme Outcome: By 2025 Uruguay promotes a transition towards sustainable production and consumption systems, based on innovation, knowledge, science and technology, strengthening resilience and equality.

Gender Marker rating: *GEN 2*

SESP Pre-Screening Categorization: *Moderate*

Quantum Award ID: 1527425 Quantum Project id: 01005220 PIMS number: 10002 Management Arrangement: *DIM*	**Total budget:**	**US$ 50,000**
	Allocated resources:	
	• GEF	US$ 50,000
	• Government	US$ 0
	• UNDP	US$ 0

AGREED BY

DocuSigned by:
CCA041752E8D42B...

13-Jan-2026

Stefano Pettinato Resident Representative UNDP Uruguay	Signature	Date

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I. Brief Description of the Initiation Plan/GEF PPG

Objective & Final Outputs

The objective of the GEF PPG is to develop the project concept into a full project: Sustainable Construction Uruguay: Strategic platform for the development of a national policy on sustainable, resilient, and low-emission construction in Uruguay. As described in the project concept, this project aims to *develop a national policy and enabling framework that addresses sustainability throughout the entire lifecycle of construction projects, including climate change mitigation and adaptation, resource use optimization and efficiency, and biodiversity preservation. The objective is to formulate an inclusive and sustainable construction public policy in Uruguay and mobilize investments for its implementation.*

The following information is to be consulted as background for the GEF PPG phase:

- PFD and child project concept cleared for WP inclusion or GEF Council approved PFD
- SES pre-screening
- Comments from GEF Secretariat, Council, STAP
- Annotated UNDP-GEF Project Document Template and associated guidance included therein
- UNDP policies and procedures
- UNDP-GEF guidance notes on GEF project development (which will be provided by the RTA) and
- GEF policies, in particular, GEF polices on: Project Cancellation; Fee Policy for GEF Partner Agencies; Project and Program Cycle; and Minimum Fiduciary Standards for GEF Partner Agency (in particular sections dealing with the required separation of oversight and execution support services). All GEF policies are available here.

The final outputs of the GEF PPG are:

1. UNDP-GEF Project Document (ProDoc).
2. Mandatory annexes to the ProDoc
3. GEF CEO Endorsement Request and all mandatory annexes; and
4. Validation Workshop report (required for projects with a high SESP categorization, as appropriate for all others).

Any additional studies and other reports produced under the GEF PPG and not included in Annex to the project document will be submitted to UNDP and saved for future reference.

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Key Dates for the GEF PPG

Milestone	Date	Notes
Internal submission date for BPPS review and clearance	*May 14, 2026*	FSP: within 10 months of PIF approval MSP: within 6 months of PIF approval PFD or IP child projects: within 8 months before the program commitment deadline included in the PFD
First GEF Submission Deadline for CEO Endorsement	*July 14, 2026*	FSP must be within 12 months of PIF approval MSP: must be within 8 months of PIF approval PFD or IP child projects: must be within 6 months before the program commitment deadline **Failure to submit a ProDoc and CEO ER to the GEF Sec by this date will lead to the automatic cancellation of the project by the GEF Sec.**
CEO Endorsement Deadline after which the project will be cancelled if not endorsed	*November 14, 2026*	FSP: must be within 18 months of PIF approval MSP: must be within 12 months of PIF approval. PFD or IP child projects: program commitment deadline **If the project has not been CEO endorsed by the deadline, it will be automatically cancelled by the GEF Sec.**

Management Arrangements

The UNDP *Uruguay Country Office* will lead the project development process and manage the GEF PPG budget in full consultation with the BPPS VF unit and the Regional Technical Adviser. The GEF PPG Quantum budget is presented in *Section IV: Total Budget and Work Plan*.

As appropriate, a Working Group will guide the GEF PPG team and review and endorse the GEF PPG deliverables. The Working Group is responsible for ensuring that the deliverables outlined in this GEF PPG are completed on time and in line with UNDP and GEF requirements. The *CO EFP* will chair the Working Group. Working Group members will include: *Ministry of Environment (MA), the UNDP Uruguay CO, and the Climate Change Mitigation and Energy RTA.*

The GEF PPG team will be composed of the consultancies described in the draft Terms of Reference (TORs) in Annex 2.

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II. STAKEHOLDER ENGAGEMENT, PUBLIC DISCLOSURE, AND OTHER REQUIREMENTS

To ensure strong country ownership and in line with the stakeholder engagement requirements outlined in UNDP's Social and Environmental Standards (SES), the SES Guidance Note of Stakeholder Engagement, the GEF's Guidelines on the Implementation of the Policy on Stakeholder Engagement and the GEF Policy on Gender Equality, the development of the project to be undertaken during this GEF PPG phase will be done in full consultation and close engagement with government, CSO and other relevant stakeholders – in particular those who will benefit from and be directly involved in the implementation of the project (i.e., direct project beneficiaries) and those who may be impacted (positively or negatively) by the project. Stakeholder Engagement and analysis must be conducted in an inclusive and gender-responsive manner so that the rights of women and men and the different structural barriers, knowledge, needs, roles, and interests of women and men are recognized and addressed.

Careful and complete documentation of stakeholder engagement is vital. Detailed evidence of all consultations will be prepared and submitted to UNDP. A list of the consulted stakeholders and details of the associated meetings will be included in the Stakeholder Engagement Plan (see section B-a below).

If the fully designed project has an overall Social and Environment Screening Procedure (SESP) categorization of moderate, substantial, or high, then the following disclosure requirements apply:

1. A final validation workshop report will be prepared summarizing the outcomes of the validation workshop and other consultations undertaken during the PPG phase. This report will become a key reference document should an environmental and social complaint/grievance be filed during project implementation. This is mandatory for high and substantial risk projects and recommended for moderate risk projects.
2. The UNDP-GEF project document, SESP and related draft management plans and frameworks, and other relevant information/documents will be made available to the public on the UNDP Country Office website or open.undp.org. These documents should be available 30 days before the LPAC meeting for moderate risk projects, 60 days in advance for substantial risk projects, and 120 days in advance for high-risk projects.

See the SES Supplemental Guidance on Disclosure for more information.

III. GEF PPG ACTIVITIES

Component A: Preparatory Technical Studies & Reviews

The following technical studies and reviews will be conducted.

a. Desktop and field-based studies and data collection

This research should produce the background information required to prepare the ProDoc (including its Annexes) and CEO Endorsement Request, including but not limited to the following:

- Development challenge and strategy (including threats, problems, and barrier assessment);
- Review of national policy and legislative frameworks;

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- Problem and solution trees, assumptions and risks, developed in consultation with project stakeholders for a robust Theory of Change, Results Framework, and solid M&E plan;
- Review of relevant past and ongoing projects for lessons, including project evaluations; and
- Any other analyses required to address all comments on the PFD received from GEF Secretariat, GEF Council members, and STAP.

b. Gender Analysis

A gender analysis will be prepared to fully consider the different needs, roles, benefits, impacts, risks, differential access to and control over resources of women and men (including considerations of intersecting categories of identity such as age, social status, ethnicity, marital status, etc.) and to identify appropriate measures to address these and promote gender equality and women's empowerment. See the guidance available here.

c. Social and Environmental Standards: Screening and Assessments

The social and environmental safeguards pre-screening prepared during the PIF design phase has initially determined the overall risk categorization of this project as *Moderate* and highlighted potential safeguards risks to be further assessed during the PPG phase.

An SES Framework –namely, *Environmental and Social Management Framework – ESMF* –will be prepared to ensure that the necessary assessments are carried out during project implementation. The standard templates are available in the UNDP SES Toolkit. The Framework(s) and ProDoc must clearly state that none of the associated project activities will commence until: the assessment(s) have been completed; the required management plan(s) have been prepared, and the plan(s) have been publicly disclosed and approved by the Project Board.

The required targeted assessment(s) of the risks related to *Principles 1. Human Rights, 2. Gender Equality and Women's Empowerment, and 3. Accountability, as well as, Standards: 1. Biodiversity Conservation and Sustainable Natural Resource Management 2. Climate Change and Disaster Risks, 3. Community Health, Safety and Security, 5. Displacement and Resettlement, 7. Labour and Working Conditions, 8. Pollution Prevention and Resource Efficiency,* will be undertaken during the PPG. The assessment will identify ways to avoid negative environmental and social impacts where possible. If risk avoidance is not possible, mitigation and management measures must be identified and documented.

Targeted assessments will be conducted prior to commencement of the project activities

d. Identification of project sites

Based on the above reviews and through consultation with stakeholders, the targeted project *pilot/demonstration* sites will be identified. his should include providing geographic coordinates, maps, and shapefiles for inclusion in the ProDoc.

e. Financial planning, co-financing, and investment mobilized

Co-financing and investment mobilized – as defined in the GEF Policy and Guidelines on co-financing - will be confirmed, and additional sources identified through a series of consultations with partners to

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ensure a coherent and sustainable financing package for the project, including post-GEF grant phase to the extent possible. The GEF is seeking high co-financing/investment mobilized to GEF grant ratios with a preference for grants, loans, and other public investments over in-kind co-financing. The GEF also expects the Government to significantly support the costs associated with project execution (i.e., PMC).

f. Stakeholder analysis

Building on the initial identification of stakeholders in the PFD/Child, an appropriately-scaled analysis of project stakeholders will be undertaken. This stakeholder analysis will provide the foundation for developing the project's Stakeholder Engagement Plan and facilitate the prioritization of engagement activities with particular stakeholder groups and individuals. Projects with pre-screening categorizations of Substantial or High will prepare a **comprehensive** stakeholder analysis. See the UNDP SES Guidance Note on Stakeholder Engagement.

g. Appraise and formulate the most appropriate project implementation and execution modality

The design of the project will comply with the UNDP's Program and Operations Policy and Procedures (POPP), Financial Regulations, Programme and Project Management and Quality Standards, and UNDP-GEF guidance (which will be provided by the RTA). A full assessment of the most appropriate project implementation and management arrangements will be conducted in full consultation with the RTA, UNDP Country Office, Resident Representative (or their Deputy), the relevant government coordinating agency, and the GEF OFP.

Project management arrangements must be discussed and agreed upon early in the PPG phase and an assessment and selection of the most appropriate Implementing Partner and/or third parties (Responsible Parties) with full capacity to execute the project must be carried out.
During the first two months of the PPG phase:

- For all potential Implementing Partners, carry out capacity assessments to assess their capacity to implement the project and assess all related risks. This must include HACT and PCAT assessments[1].
- Discuss the level of co-financing the Government and Implementing Partner can commit to this project. As per GEF Policy, the GEF is seeking high co-financing to GEF grant ratios and expects the Government to significantly support the costs associated with project execution (i.e., PMC) for this project.
- Based on these assessments, select and confirm the Implementing Partner for the project in consultation with all relevant stakeholders. The selected Implementing Partner must express willingness to serve as the Implementing Partner for the Project, and the concerned government must agree to use the selected Implementing Partner for the Project. (Please see UNDP's Policy on Selecting Implementing Partners).
- If the Implementing Partner does not have full capacity to execute the project, and execution support is likely needed, discuss with the UNDP Resident Representative whether Implementing Partner is the correct choice. If not, select another Implementing Partner, if possible. If that is not an option, explore alternative options for providing execution support via Responsible Parties (see UNDP Policy on Selecting Responsible Parties). Discuss with the Implementing Partner the role of the responsible parties in project execution and the execution support these parties could provide.

[1] Including mandatory procurement assessment and construction assessment when applicable

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- The GEF Policies on Minimum Fiduciary Standards require a separation of functions between project implementation (i.e., oversight) and project execution (which generally includes managing and administrating the day-to-day activities of projects in accordance with the legal agreements with the GEF). Oversight activities are the primary responsibility of the GEF Agency (i.e., UNDP). In contrast, the execution activities are the responsibility of the Executing Entity (i.e., the Implementing Partner and/or Responsible Party in UNDP terminology). While UNDP policy offers the possibility for UNDP to provide execution support to NIM or execute the project under a DIM modality in case there is a government request for such support, GEF policy only allows GEF Agencies to step into an execution role in 'exceptional circumstances', which are assessed on a case-by-case basis. Hence, whenever a project involves GEF funding, the exceptional circumstances where there is a clear and well-founded rationale for UNDP to perform certain execution functions **should always be well documented and transparently disclosed, discussed, and agreed upon with the GEF Secretariat at the project concept (PFD/Child) stage before CEO Endorsement, regardless of whether the execution services are intended to be funded from the GEF grant or non-GEF resources.** See the UNDP-GEF ProDoc template guidance for further information.
- Consult with the RTA on the latest guidance regarding UNDP providing support services to the Implementing Partner. If the costs for UNDP to provide support services are to be charged to the GEF project budget, the UNDP support services must be approved by the GEF Secretariat before CEO endorsement.
- Consult with CO Head of Procurement Unit/Operations Manager and Regional Procurement Advisors on envisaged procurement/contracting project procurement requirements, identified risks, development of optimal procurement strategies, development of project procurement plans and opportunities to incorporate sustainable procurement considerations and indicators to the project.

h. Other required studies

N/A

Component B: Formulation of the UNDP-GEF Project Document, CEO Endorsement Request, and Mandatory and Project Specific Annexes

Based on the technical studies and reviews undertaken under **Component A**, the UNDP-GEF Project Document will be developed, and the GEF CEO Endorsement Request will be prepared. See additional guidance notes below.

The GEF PPG Team Leader will be responsible for consolidating and finalizing all required materials.

a. Stakeholder Engagement Plan:

At a minimum, the Plan must include the following elements:

- Stakeholders who have been and will be engaged (based on stakeholder analysis), including potentially marginalized or disadvantaged groups/individuals and stakeholders that will be involved in particular project outputs/activities (the 'who');
- Key stakeholder objectives and interests (the 'why');

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- Steps and actions to achieve meaningful consultation and inclusive participation, including information dissemination and any special measures required to ensure inclusive participation of marginalized disadvantaged groups/individuals the dissemination of information (the 'how');
- Breadth and depth of stakeholder engagement throughout the project cycle and decisions that need to be made through stakeholder engagement (the 'what');
- Timeline for engagement activities and how they will be sequenced, including information disclosure (the 'when');
- Indicators of stakeholder engagement and monitoring plan on progress and issues that arise;
- Roles and responsibilities for ensuring effective stakeholder engagement through the implementation of the Plan, including the role of stakeholder representatives and whether stakeholder engagement facilitators are required; and Resource requirements and associated budget.
- A project-level Grievance Redress Mechanism (GRM) will be described in the Stakeholder Engagement Plan and established in the first year of project implementation. See the UNDP guidance on GRM and sample TOR.

See the UNDP SES Toolkit, which contains guidance on Stakeholder Engagement, the standard SEP template, and the GEF guidelines on stakeholder engagement.

b. Gender Action Plan and Budget

The gender analysis conducted in **Component A,** along with relevant findings from the stakeholder analysis and background studies, will form the basis of a Gender Action Plan to guide gender mainstreaming during project implementation. The Gender Action Plan must include indicators, targets, timeframe, responsible party, and budget, which are linked to the project's components/outputs, outcomes, and activities. As part of preparing the Gender Action Plan, indicators should be proposed for inclusion in the Results Framework to facilitate the monitoring of the proposed gender mainstreaming actions.

See the guidance available here.

c. Social and Environmental Standards: Screening and Management Measures

In line with the assessments conducted during **Component A** (above) and UNDP's Social and Environmental Standards (SES) policy and all associated SES Guidance Notes, the SESP will be updated. All risks identified in the SESP will be reflected in the risk table and risk section of the ProDoc, and in the Project's Risk Register.

The SES Framework(s) will identify the required management plans that will be prepared during project implementation.

Based on the required targeted assessment(s), the relevant stand-alone management plan(s) will be prepared: *The ESMF will identify the required management plans that will need to be prepared during project implementation*.

See the SES Guidance Note on Assessment and Management for further guidance. Please contact UNDP for additional information as needed.

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d. GEF and LDCF/SCCF Core Indicators

The CEO endorsement-stage data for the relevant Core Indicators and sub-indicators will be prepared. For GEF Trust Fund projects, the completed GEF-8 Core Indicators Worksheet - with both the original PFD/Child-stage data and the CEO endorsement-stage data—will be annexed to the ProDoc. LDCF/SCCF projects will use the CCA Results Framework worksheet.

The relevant Core Indicators will be included in the project's Results Framework at the Objective level, where appropriate. See the GEF Guidelines on Core Indicators and Sub-indicators.

e. Completion of the required official endorsement letters

These letters include the official letters on the co-financing guarantee(s) from participating government institutions, bilateral development partners, multilateral development partners, NGOs, the private sector, or others who wish to provide cash or in-kind contributions to the project.

A GEF OFP endorsement letter will also be required for any new participating countries to a global or regional program/project not included in the PIF/PFD submission.

Updated GEF OFP endorsements letters are also required if the requested GEF grant amount has changed since PIF/PFD approval.

f. Mandatory Annexes

In addition to the documents listed above, the following Annexes should be prepared by the GEF PPG team:

- Project map and Geospatial Coordinates of project sites
- Multi-Year Work Plan
- Monitoring Plan
- UNDP Risk Register
- Overview of Technical Consultancies
- GEF 7 Taxonomy
- Initial Project Procurement Plan and TORs for key Project staff

Upon a request from the RTA during the PPG implementation, the PPG team may be required to prepare additional annexes.

g. Project Management Arrangements

Based on the stakeholder analysis and consultations undertaken in **Component A** above, agreement(s) on project management and governance arrangements—including roles, responsibilities, and accountabilities of lead and partner Agencies—will be secured early in the project development phase and will be fully detailed in the ProDoc. Standard text from the governance and management arrangement from the GEF-8 template should never be removed.

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Component C: Validation Workshop and Report

A validation workshop will be held with relevant stakeholders to present, discuss and validate the project activities and the final draft of the UNDP-GEF project document. A validation workshop report will be prepared for projects with an overall safeguards risk rating of moderate or high.

IV. TOTAL BUDGET AND WORK PLAN FOR GEF PPG

Quantum Project ID:	01005220	**Project Title:**	PIMS 10002 URU/25/G34 PPG Sustainable Construction Uruguay: Strategic platform for the development of a national policy on sustainable, resilient, and low-emission construction in Uruguay.
Quantum Award ID:	1527425	**Award Title:**	URU25G34_62000_10003
Business Unit :	UNDP-URY		
PIMS number:	10002		
Implementing Partner:	UNDP		

GEF Outcome/Quantum Activity	Responsible Party	Fund ID	Donor Name	Budgetary Account Code	Budget Description	2025	2026	Total	Budget Notes
Project preparation grant to finalize the UNDP-GEF project document for project Sustainable Construction Uruguay: Strategic platform for the development of a national policy on sustainable, resilient, and low-emission construction in Uruguay.	**UNDP**	**62000**	**GEF TRUSTEE**	71200	International Consultants	3,000	25,000	28,000	1
				71300	Local Consultants	0	18,000	18,000	2
				75700	Training, Workshops and Conferences	0	3,000	3,000	3
				74200	Audio Visual&Print Prod Costs	0	1,000	1,000	4
					PROJECT TOTAL	3,000	47,000	50,000	

Budget Note No.	Budget Note

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1	International Expert to provide overall guidance on project preparation to National Consultants engaged by the project and preparation of the UNDP-GEF Project Document, the GEF CEO Endorsement, the SESP, the GEF Tracking Tools). For details on the responsibilities of the international experts, kindly refer to Annex 2.
2	National PPG Coordinator, National Social and Environmental Safeguards Specialist, National Stakeholder Engagement Specialist and National Gender Specialist. For details on the responsibilities of the national experts, kindly refer to Annex 2.
3	Includes the organization of the two Workshops (PPG Inception Workshop and Project Document Validation Workshop), training of national experts on establishing the project's baseline as well as two working meetings with national stakeholders.
4	Includes the translation relevant documents (PRODOC, SES…) from English to Spanish to facilitate consultation and validation process

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V. GEF PPG ACTIVITIES TIMEFRAME AND BUDGET

PPG Activity	Month 1 DEC	Month 2 JAN	Month 3 FEB	Month 4 MAR	Month 5 APR	Month 6 MAY	Month 7 JUN	Month 8 JUL	Month 9 AUG	Month 10 SEP	Month 11 OCT	Month 12 NOV	Budget (US$)
PPG Team recruitment													
PPG Inception													1,500
Component A: Technical studies, etc.													20,000
PPG mission/sites visit													
Component B: Formulation of ProDoc, etc.													27,000
Component C: Validation Workshop													1,500
Delivery of final outputs													
UNDP-GEF clearance processes													

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GEF Secretariat submission deadline													

VI. MANDATORY ANNEXES

Annex 1: GEF CEO PIF/PPG Approval Letter

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M.Sc. Carlos Manuel Rodríguez
CEO and Chairperson

November 14, 2025

Ms. Nancy Bennet
GEF Executive Coordinator
United Nations Development Programme (UNDP)
New York City, USA

Dear Ms. Bennet,

I am pleased to inform you that I have approved the PIF for the medium-sized project detailed below. I have also approved your request for project preparation grant:

Decision Sought:	Medium-sized Project (MSP) PIF Approval and PPG Approval
GEFSEC ID:	12092
Agency(ies):	UNDP
Agency ID:	10002 - UNDP
Focal Area:	Climate Change
Project Type:	Medium-sized Project
Country(ies):	Uruguay
Name of Project:	Sustainable Construction Uruguay: Strategic platform for the development of a national policy on sustainable, resilient, and low-emission construction in Uruguay.
Indicative GEF Project Financing:	$1,428,151
Indicative Agency Fee:	$135,674
PPG:	$50,000
PPG Agency Fee:	$4,750
Funding Source:	GEF Trust Fund

Break-down:		Project Financing Amount (US$)	Agency Fee (US$)	Total Project Cost (US$)
Agency	Trust Fund		100% to be committed at First Disbursement (US$)	
UNDP	GEF TF	1,428,151	135,674	1,563,825
Total		**1,428,151**	**135,674**	**1,563,825**

Break-down:	Project Preparation Grant (US$)	PPG Fee (US$)	Total (US$)

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Annex 2: Draft Terms of Reference (TORs) of Consultants Financed by the Project Preparatory Grant (GEF PPG)

Position, Type and Cost	Role, Deliverables and Qualifications
Consultant 1: International GEF Project Development Specialist (GEF PPG Team Leader) **Type:** IC **Cost per person week:** US$2,000 **Number of person weeks needed:** 14 (70 days)	**Role** This must be a senior consultant with recognised expertise in the development of GEF PPG phases and Team Coordination (experience in sustainable construction, and/or circular economy would be preferred). (S)he would oversee and coordinate the PPG process throughout its entire duration and be responsible for the overall coordination of processes and consultations needed for project development and the preparation of the UNDP-GEF Project Document with all mandatory and project specific Annexes and supporting documentation and the GEF CEO Endorsement Form, in direct collaboration with the UNDP-GEF Regional Technical Advisors and national/international consultants. S/he will be responsible for managing all consultants on the GEF PPG Team and coordinating the Team's work. **Responsibilities and Deliverables** ○ Management of the GEF PPG Team • Define and submit a detailed methodology and work plan in consultation with the other consultants with clear delegation of responsibilities for the National Consultants (NCs); • Ensure that project development is participatory, gender-responsive and based on extensive stakeholder engagements; and • Verify and ensure that all project components are technically sound and cost effective. ○ Preparatory Technical Studies and Reviews (Component A): With inputs from the national consultants, as detailed in their respective TORs: • Compile baseline/situational analysis for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and cofinancial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices as appropriate; • Lead and oversee the stakeholder analysis and consultations, with support from national consultants, and ensure that they are complete and comprehensive including consultations with the private sector; • Ensure the preparation of the gender analysis and ensure its findings are meaningfully integrated into the project's strategy, theory of change and results framework; • Ensure action points, including risk assessments, from the UNDP Social and Environmental Screening Procedure (SESP) at the Child stage ("pre-screening") are fully implemented during the PPG, and update that screening in an iterative process throughout the PPG, and as appropriate; • Oversee the identification of the project sites, with documentation of selection criteria and making sure that geo-referenced data and maps as applicable;

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	• Ensure the design of appropriate project knowledge management processes and platforms, ensuring appropriate linkages to existing mechanisms and knowledge sharing in project landscapes; • Ensure the design of an appropriate Grievances Redress Mechanism (GRM) • Lead and oversee the identification of opportunities for private sector engagement and co-financing; • Ensure the preparation of partner capacity assessments and discussions on management arrangements early in the PPG process; • Oversee the consultations with partners regarding financial planning; and • Ensure completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs. ○ <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B): With inputs from the national consultants, as detailed in their respective TORs, and based on international best practice:</u> • Develop, present and articulate the project's theory of change; • Develop the Results Framework in line with UNDP-GEF policy; • Develop a detailed Monitoring and Evaluation Plan and Budget; • Oversee and ensure the updating of the SESP based on assessments undertaken during Component A, and ensure the development environmental and/or social management plan(s) as required; • Inform the project strategy to ensure SES related impacts are mitigated or managed through the project log frame; • Ensure SES technical requirements (Assessment, management plans and/or mitigation measures) are integrated within the Project log frame and budget; • Ensure SES Consultant provides a workplan for stakeholder consultations to be carried out during the PPG to ensure early engagement by stakeholders; • Oversee tasks of SES Consultant, to guide the Technical PPG TEAM in providing the required inputs to SES risk assessment; • Oversee the preparation of the required GEF Core Indicators and ensure these are supported by robust and validated data; • Incorporate Co-benefits into the design of the Project[2]; • Secure all co-financing letters; • Prepare the indicative procurement plan (with UNDP Uruguay's support);

[2] See 2023 STAP Guidance: EN_GEF.C.64.STAP_.Inf_.03_Incorporating_cobenefits_in_the_design_of_GEF_projects.pdf (thegef.org)

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	• Secure and present agreements on project execution and management arrangements and ensure that the project aligns to UNDP-GEF guidance on UNDP execution support; • Ensure the completion of the required official endorsement letters; and • Synthesize all analyses, studies, etc. that are prepared under Components A and B to produce the draft UNDP-GEF ProDoc, GEF CEO Endorsement, and all mandatory and project specific Annexes, using the templates. ○ <u>Inception and Validation Workshop (Component C):</u> • Undertake one (1) five (5)-day mission to the project country (PPG validation workshop). • Lead on stakeholder consultations- with support from the SES Consultant and the whole PPG Team (distribute roles as relevant) who will provide a preliminary stakeholder engagement plan. • Lead on Inception Workshop of the PPG- and design of the consultation workplan (who/where/when) to consult during PPG with support from the SES consultant

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	• Lead the validation workshop to present, discuss and validate the final draft ProDoc and mandatory and project specific annexes, with a special focus on the SESP and any management plans; • Oversee all necessary revisions that arise during the workshop; integrate concerns of stakeholders and revisions as considered needed; and ensure completion of Validation Workshop Report. o <u>Final Deliverables:</u> • Consolidation of all technical and consultation inputs and comments including from national stakeholders, UNDP, GEF Secretariat, STAP and GEF Council, into a well written and concise UNDP ProDoc with all required sections and Annexes, in line with the standard UNDP-GEF ProDoc template and annotated guidance; • Completion of the GEF CEO Endorsement Request; • Full integration of SES considerations within the PRODOC strategy and relevant annexes; • Finalized SESP (and stand-alone management plans as required); • Finalized stakeholder engagement plan (as per the inputs by the SES consultant); • All documentation from GEF PPG (including technical reports, meeting minutes, etc.); and • Validation Workshop Report. • All final deliverables must be submitted in English and Spanish. **Qualifications** • Master's degree or higher in a relevant field, such as Engineering, Architecture, and Economics; • Minimum 15 years of demonstrable experience in the technical area of Engineering, Architecture, Economics or related (a lot of experience in Sustainable Construction is desired); • Experience in consulting with stakeholders • Experience leading a team of consultants • Fluency in written and spoken English and Spanish; • At least 5 years of experience drafting and evaluating GEF projects for the climate change focal area.

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Consultant 2: National Gender Specialist **Type:** IC **Cost per person week:** $1,500 **Number of person weeks needed:** 2 (10 days)	**Role** The Gender Specialist will develop mandatory project Annexes related to application of social and environmental safeguards and support adherence of project development to UNDP's Gender Analysis and Gender Mainstreaming Plan and specific requirements, as appropriate. The consultant will be a gender expert with experience in depth gender analysis. **Deliverables** ○ Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including: • Support Team leader and SES expert to conduct stakeholder consultations; • Prepare the gender analysis and action plan and work closely with the GEF PPG Team Leader to ensure its findings are meaningfully integrated into the project's strategy, theory of change and results framework; • Advise on gender responsive stakeholder analysis and consultations and ensure that they are complete and comprehensive;

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	• Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader; • Work with and contribute directly to the tasks of the National Social and Environment Safeguard Specialist; • Support the application of the screening of SES risks, identification, categorization and determination of assessment and management plans and mitigation measures, and inform the Team Leader and SES expert, to inform project design o <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B):</u> • Prepare the Gender Mainstreaming Plan, with appropriate budget and identification of appropriate project interventions to ensure gender mainstreaming including at project demonstration sites; • Using the findings from the gender analysis, provide inputs to the project's results framework and theory of change; ensure gender considerations are integrated into the project's theory of change; • Provide inputs for the development of the Stakeholder Engagement Plan to ensure it is Socially Inclusive and Gender Responsive; • Prepare the Gender Action Plan and Budget; • Support the agreements on project management arrangements and ensure that gender considerations are adequately incorporated into these arrangements. o <u>Inception and Validation Workshop (Component C):</u> • Contribute to the validation workshop; and • Support all necessary revisions that arise during the workshop, as appropriate. o <u>Final Deliverables:</u> • Gender Analysis and Gender Mainstreaming Plan; • Appropriate inputs to the comprehensive Stakeholder Engagement Plan including on gender-responsive consultation and consultations with local communities; • Appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader. **Qualifications** • Master's degree or higher in a relevant field, such as gender studies, gender and development, women and environment, or women and sustainable development; • Minimum 7 years of demonstrable experience in the technical area of gender mainstreaming, community development, and social and environmental safeguards risk assessment and mitigation; • Experience carrying out participatory gender analysis; experience collecting and formulating gender responsive indicators and sex-disaggregated data and preparing gender responsive project analysis; developing gender action plans; • Demonstrated understanding of the links between sustainable development, social and gender issues; • Demonstrated experience working on policy and programmatic issues with national and local governments and civil society organizations including community organizations;

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	• Demonstrated experience in carrying out consultations with, FPIC, protection of cultural heritage, and/or community engagement is highly desired; • Experience with project development and results-based management methodologies is highly desired; • Excellent analytical, writing, advocacy, presentation, and communications skills are required; and • Excellent written and oral communication skills in English and Spanish.
<u>Consultant 3:</u> National Social and Environmental Safeguards Specialist **Cost per person week:** $1,500 **Number of person weeks needed:** 2 (10 days)	**Role** The Social and Environmental Safeguards Specialist will develop mandatory project Annexes related to application of social and environmental safeguards and support adherence of project development to UNDP's SESP and specific requirements, as appropriate. **Deliverables** ○ <u>Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including:</u> • Provide a Preliminary Stakeholder Engagement Plan to guide the PPG consultations; include a workplan/timeline for consultations to be carried out during the PPG to ensure meaningful consultation and engagement. • Review the SESP pre-screening of the Concept; complete the UNDP Social and Environmental Screening Procedure (SESP), and support the detailed assessment of all project risks including consultations with local stakeholders; • Conduct screening by applying the SESP (as per UNDP SES guidance) throughout design; identify risks, categorize and determine the level of assessments and management plans required, identify mitigation actions to be streamlined within the Project Strategy; • Assess presence of minorities within project landscapes and their interests. If present, assess potential impacts of the project on rights and interests, lands, territories, resources, and traditional livelihoods and determine when FPIC applies in accordance with national contexts and preferences. Carry out consultations with communities at demonstration landscape to assess level of understanding and capacity to give consent, and identify community preferences for FPIC process. Based on these assessments, and if relevant, integrate relevant matters as needed including FPIC into project design and into the comprehensive Stakeholder Engagement Plan; • Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader; • Guide the Technical Consultant to screen for risks within each technical activities; work with PPG team to understand SES impacts and types of alternative activities to avoid, reduce, minimize or mitigate risks- mainstreaming within the Project Strategy ○ <u>Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B):</u>

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	• Complete the SESP, based on assessments undertaken during Component A and detailed development of project interventions, and identify management measures to mitigate risks to be incorporated into the ProDoc; • Based on stakeholder consultations, with support from the consultant's team and in coordination with the PPG leader; assess all Moderate and Substantial risks identified

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	in the SESP; update the SESP and develop an Environmental and Social Management Framework (ESMF) for the project; • Using the findings from the gender analysis, provide inputs to the project's results framework and theory of change; ensure social and environmental considerations are integrated into the project's theory of change; • Support the agreements on project management arrangements and ensure that safeguards are adequately incorporated into these arrangements. o <u>Inception workshop/Validation Workshop (Component C):</u> • Lead on the workshops and stakeholder consultations – develop workplan/timeline to ensure meaningful consultations during the timeline of the PPG • Ensure that stakeholder concerns and view are documented in the Workshop Report and that all view are considered in the final revision of the Project Strategy as per the concerns that may arise during the workshop. • Inform on the UNDP Country Office SRM and the set up by the future project of a GRM to ensure grievances are channeled and redress is provided o <u>Final Deliverables:</u> • Preliminary stakeholder engagement plan (for the outset of the PPG) and the FINAL SEP to be annexed to the PRODOC • Inception/validation workshop report section on stakeholder concerns raised documented • Final SESP • Environment and Social Management Framework • Quality assure the PRODOC for mainstreaming of SES measures, technical activities, budget • Appropriate inputs to the final UNDP-GEF project documents. **Qualifications** • Master's degree in field related to international development, with specific academic background related to social and environmental sustainability, Social and Environmental Assessments, or related fields. • At least 15 years of experience related to social and environmental standards and impact assessment in an international development context. • Experience in facilitating workshops and consultations with rural local communities; experience in ESIA; in risk assessment of manufacture processes, waste management or circular economy. • Specific technical expertise in the SES thematic area of Social and Environmental Screening and Assessment. • Fluency in written and spoken English and Spanish; o Working experience with of GEF Projects is desirable

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Consultant 4: National PPG Coordinator, institutional and Policy Expert **Type:** IC **Cost per person week:** US$1,500	**Role** The PPG National Coordinator, an institutional and policy expert. This should be a senior consultant with experience in project formulation. He/She will support the International Consultant in the overall supervision of the PPG process throughout its duration and the consultations necessary for the development of the project and for the preparation of the Project Document.

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Number of person-weeks needed: 6 (30 days)	. The role of the PPG Coordinator includes support in: the supervision and coordination of national consultants; the hiring of consultants; and the coordination of consultation processes with national and international partners and stakeholders at different stages of the PPG phase, as well as facilitating the flow of information and communication between the various consultants involved in the preparation of the project. **Deliverables** o PPG Team Management Support: • Support the GEF PPG Team Leader with management of the PPG Team, ensuring coordination between individual national consultants; o Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including: • Compile baseline/situational analysis for the full-size project (FSP). This will include a precise definition of baseline projects, activities, budgets, goals and co-financial links to GEF outcomes; definition of GEF incremental value per outcome and output; and presentation of results of the incremental cost-analysis in matrices as appropriate; • Support the application of the screening of SES risks, identification, categorization and determination of management plans and mitigation measures, and inform the Team Leader and SES expert, to inform project design • Oversee the stakeholder analysis and consultations and ensure that they are complete and comprehensive; • Ensure the preparation of the gender analysis and ensure its findings are meaningfully integrated into the project's strategy, theory of change and results framework; • Ensure action points, including risk assessments, from the UNDP Social and Environmental Screening Procedure (SESP) at the concept stage ("pre-screening") are fully implemented during the PPG, and update that screening in an iterative fashion throughout the PPG, as appropriate; • Conduct/oversee the identification of the project sites, with documentation of selection criteria; • Oversee the consultations with partners regarding financial planning; and • Ensure completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs. • Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader. • Assess the presence of minorities within the project's area of intervention, potential interests, and determine if FPIC applies in accordance with national contexts and preferences. o Formulation of the ProDoc, CEO Endorsement Request and Mandatory and Project Specific Annexes (Component B): • Support the international coordinator in the development of the project's theory of change;

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	• To support the international coordinator in the preparation of a detailed Monitoring and Evaluation Plan and Budget;

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	• Oversee and ensure the preparation of a Stakeholder Engagement Plan; • Support the monitoring of a Gender Action Plan and Budget; • Update the SESP based on assessments undertaken during Component A, and ensure the development of environmental and/or social management plan(s) for all risks identified as Moderate or High in the SESP; • Complete the stakeholder engagement plan, based on information gathered in component A. • Ensure the Stakeholder engagement plan is socially inclusive and gender responsive o <u>Validation Workshop (Component C):</u> Contribute to the validation workshop; and • Support all necessary revisions that arise during the workshop, as appropriate. • undertake one (1) week mission to the implementation sites to gather primary information, with the National PPG experts) to visit priority communities/locations, launch baseline assessment activities and train national experts on the baseline methodology o <u>Final Deliverables:</u> • Support the international consultant in consolidating all technical and consultative inputs, including those from national actors, UNDP, the GEF Secretariat, the STAP and the GEF Council, into a well-drafted and concise UNDP ProDoc with all required sections and annexes, in line with the standard UNDP-GEF ProDoc template and annotated guides; • Complete the Stakeholder engagement plan • Support in the preparation of the Validation Workshop Report. **Qualifications** • Graduate degree or higher in a relevant field, such as project management, climate change, economics, architecture, engineering, or similar; • Minimum of 5 years of demonstrable experience in the technical area of project management; • Minimum 2 works with sustainable construction or circular economy. • Fluency in written and spoken English and Spanish; • Work experience in GEF projects is desirable
<u>Consultant 5:</u> National Stakeholder	**Role**

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	The National Stakeholder Engagement Specialist will develop mandatory project Annexes related to application of social and environmental safeguards and support adherence of project development to UNDP's Stakeholder Engagement Policy and specific requirements,

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Engagement Specialist **Type:** SC **Cost per person week:** $1,500 **Number of person weeks needed:** 2 (10 days)	as appropriate. The consultant will be a and social inclusion expert with experience in-depth local community engagement. **Deliverables** ○ Preparatory Technical Studies and Reviews (Component A): Prepare inputs and support the required analyses/studies, as agreed with the GEF PPG Team Leader, including: • In collaboration with the National Social and Environmental Safeguards Specialist, assess presence of minorities within project landscapes and their interests. If present, assess potential impacts of the project on rights and interests, lands, territories, resources, and traditional livelihoods and determine when FPIC applies in accordance with national contexts and preferences. Carry out consultations with communities at demonstration landscape to assess level of understanding and capacity to give consent and identify community preferences for FPIC processes. Based on these assessments, and if relevant, integrate relevant matters as needed including FPIC into project design and into the comprehensive Stakeholder Engagement Plan; • Prepare the project's Grievance Redress Mechanism (GRM) according to UNDP requirements • Support the completion of any additional studies that are determined to be needed for the preparation of the ProDoc and all other final outputs as guided by the PPG Team Leader. • Support the application of the screening of SES risks, identification, categorization and determination of assessment and management plans and mitigation measures, and inform the International Team Leader and the International SES expert, to inform project design. ○ Formulation of the ProDoc, CEO Endorsement Request and Mandatory Annexes as well as project specific annexes (Component B): • Complete the Stakeholder Engagement plan, based on assessments undertaken during Component A and detailed development of project interventions, and identify management measures to mitigate risks to be incorporated into the ProDoc; • Using the findings from the Stakeholder Engagement plan, provide inputs to the project's results framework and theory of change; ensure gender considerations are integrated into the project's theory of change; • Provide inputs for the development of the Stakeholder Engagement Plan to ensure it is Socially Inclusive and Gender Responsive; • Support the agreements on project management arrangements and ensure that gender and safeguards are adequately incorporated into these arrangements. ○ Validation Workshop (Component C): • Contribute to the validation workshop; and • Support all necessary revisions that arise during the workshop, as appropriate. ○ Final Deliverables: • Finalized Stakeholder Engagement plan. • Perform the assessment of all private sector co-financing partners using the private sector due diligence tool.

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	• Appropriate inputs to the comprehensive Stakeholder Engagement Plan including on gender-responsive consultation and consultations with local communities; • Appropriate inputs to the final UNDP-GEF project document based on guidance from the PPG Team Leader.

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	Qualifications • Graduate degree or higher in a relevant field, such as Project management, Engineering, Social sciences or similar; • Minimum 7 years of demonstrable experience in the technical area of, community development; • Experience carrying out participatory stakeholder analysis; experience collecting and formulating gender responsive indicators and sex-disaggregated data and preparing gender responsive project analysis; developing gender action plans; • Prior experience in the safeguards assessments and processes of international organizations and donors, such as World Bank, UNDP, etc; • Demonstrated understanding of the links between sustainable development, social and gender issues; • Demonstrated experience working on policy and programmatic issues with national and local governments and civil society organizations including community organizations; • Demonstrated experience in carrying out consultations with FPIC, protection of cultural heritage, and/or community engagement is highly desired; • Experience with project development and results-based management methodologies is highly desired; • Excellent analytical, writing, advocacy, presentation, and communications skills are required; and • Excellent written and oral communication skills in English and Spanish.