

Selection process #

TERMS OF REFERENCE

Consultancy on the study of economic empowerment, unpaid care work, and entrepreneurship for women, people with disabilities, LGBTQ+ people, afro-descendants, and indigenous peoples

Technical cooperation (TC) number: RG-T3771

TC Name: “Inclusive Cities for Women and People with Disabilities”

Supported countries and operations: Brazil (BR-L1421), Brazil (BR-L1422), Chile (CH-L1163) & (CH-J0001), Panamá (PN-L1146), Paraguay (PR-L1152), and Trinidad and Tobago (TT-L1056) & (TT-L1057)

1. Background and Justification

Established in 1959, the Inter-American Development Bank (“IDB” or “Bank”) is the main source of financing for economic, social, and institutional development in Latin America and the Caribbean. It provides loans, grants, guarantees, policy advice and technical assistance to the public and private sectors of its borrowing countries.

As cities are the main drivers of economic and social development in Latin America and the Caribbean (LAC), addressing the challenges of urban women and vulnerable populations is paramount. To realize this aspiration, cities need to adopt urban policies and institutional frameworks that reduce disparities of opportunities and outcomes, particularly for women, people with disabilities (PwD), the Lesbian, Gay, Bisexual, Transgender, and Queer people (LGBTQ+), afro-descendants, and indigenous peoples.

The presence of female-headed households (FHH) is an increasingly significant element of Latin American families. FHH experience higher levels of housing inadequacy than other households. Also, women are less likely to own both land and housing no matter their income level. Migrant FHH experience higher poverty rates than male headed households. PwD are also more likely to experience less education, poorer health outcomes, lower levels of employment, and higher poverty rates than persons without disabilities (WB, 2019).¹ PwD are also more likely to suffer urban segregation and lack of access to decent and adequate housing.

Furthermore, the people of African descent are one of the largest, yet least visible minorities in the region. Their probability of being poor increases by about 7% if the household head is afro-descendant (male or female) (WB, 2018). Afro-descendants are about twice as likely to live in slums than non-Afro-descendants. The region is also home to between 45 and 50 million indigenous people. They represent approximately 14 percent of the poor and 17 percent of the extremely poor in LAC. Around 36% of them live in vulnerable neighborhoods with unsafe, unsanitary, and unhealthy conditions (WB, 2016).

The IDB’s Housing and Urban Development Sector (HUD) guides the work carried out by the IDB alongside the LAC countries through knowledge and investment that promote the development of inclusive, sustainable, resilient, and productive cities. The objective of this consultancy is to support operational and knowledge activities for mainstreaming gender and diversity issues in housing and urban development sector projects. This Consulting firm or

¹ World Bank, 2019 85 Million Reasons to Prioritize Persons With Disabilities During Disasters in LAC”

individual will provide support to HUD loans to meet their commitments towards gender and diversity issues.

2. Objectives

- This consultancy is part of component 1 of the TC as its objective is to collect data and study the barriers and needs of households headed by women, people with disabilities and other vulnerable groups, including LGBTQ +, afro descendants and indigenous people living in urban areas, with a specific focus on **economic empowerment, unpaid care work, and entrepreneurship**.
- The firm will identify knowledge gender and diversity gaps and develop a high-level-study that includes background research, good practices; lesson learned; possible interventions and case studies in our targeted countries.
- The firm will develop a PPT presentation and organize a training and capacity building for project teams and executing agencies.

3. Scope of Services

- For the successful development of the consultancy, the firm must have a dedicated team to the Project of no less than 3 people, including a general coordinator of this consultancy who will serve as the focal point with the IDB, a qualitative research specialist and a specialist in data collection and quantitative analysis. It will also be valued that the firm is made up of multidisciplinary profiles to ensure a multidimensional approach to the subject, including the areas of sociology, anthropology, informatics, communication, and economics.

4. Key Activities

- **Activity 1. Develop** a work plan for the consultancy with a schedule of activities, key decision points, budget, and what is needed to prevent work stoppage.
- **Activity 2. Diagnostic** on policies and interventions that can promote women, people with disabilities, indigenous people, afro descendants, and LGBTQ+ people's participation with a specific focus on **economic empowerment, unpaid care work, and entrepreneurship**. A study on gender, diversity, and care based on socio-spatial and temporal dynamics in informal settlements, identifying the barriers for the social and urban integration of women with an intersectional perspective, will be needed.
- **Activity 3. Create** a program for the economic empowerment of Afro-descendant and indigenous women through art and economic enterprises. The objective is to create strategies to increase enterprises linked to the cultural and natural heritage of LAC countries.
- **Activity 4. Develop** a study and a PowerPoint **presentation** on economic empowerment, unpaid care work, and entrepreneurship that should become part of a training guide including a practical set of guidelines, instruments, and integrated solutions for local authorities in LAC countries.
- **Activity 5. Prepare and organize** a training workshop based on the content of the training guide.

5. Expected Outcome and Deliverables

The contractual will deliver:

- **Deliverable 1.** Work plan with program schedule, milestones, key decision points,

budget, and what is needed to prevent work stoppage.

- **Deliverable 2.** Diagnostic on policies and interventions.
- **Deliverable 3.** Program for the economic empowerment of Afro-descendant and indigenous women.
- **Deliverable 4.** Final study and PowerPoint presentation to be used during the training workshop (to be developed based on the content of the study).
- **Deliverable 5.** Training workshop.

6. Project Schedule and Milestones

- **Deliverable 1.** Two weeks after signing contract.
- **Deliverable 2.** Two months after submitting work plan.
- **Deliverable 3.** Two months after submitting the diagnostic.
- **Deliverable 4.** Two months after submitting the program.
- **Deliverable 5.** Two months after submitting final study.

7. Reporting Requirements

- Products must be delivered in Spanish and English in electronic form and, preferably, in software without limitations or restrictions for its use and with editable character. The deliverables must be of good graphic quality and be consistent with each other. Supporting documents such as attendance records, among other relevant ones, should be attached.

8. Acceptance Criteria

- The reports must have the approval and validation of the Senior Specialist of the Division of Urban Development and Housing (HUD), who may consult or request the opinion of other institutions involved in technical cooperation.

9. Intellectual Property

- The IDB, as the entity that finances the costs of this consultancy, will exercise the ownership of copyright and related rights to guarantee the reproduction, distribution, and dissemination of all consultancy products to guarantee public access.
- The firm and/or any of its collaborators cannot neither reproduce nor publish the information of the contract material project, including the presentation in colloquiums, exhibitions, conferences, or academic events, except with the written authorization of the contracting party or in concession for that purpose.
- The firm undertakes that all information that comes to its knowledge, due to the execution of this contract, will be considered confidential and not disclosed. Therefore, the total or partial dissemination, for their own benefit or that of third parties or against the contracting entity, owner of the intellectual property of said information, will be prohibited. The total or partial breach of this clause will be grounds to terminate this contract, and it will be at the discretion of the affected party to initiate the corresponding actions for damages and prejudices.

10. Supervision and Reporting

- The contractual company will be supervised by Nora Libertun, the Gender Focal Point

of CSD/HUD, in coordination with other Specialists of the Division of Urban Development and Housing (HUD). Meetings with the Supervisor and contracting team will be held as required depending on the progress of the consultancy but at least every 2 months for progress reports.

11. Qualifications of the consulting firm

- **General experience:** The consulting firm must have at least 10 years of experience in gender and/or urban issues.
- **Education:** The project team leader must hold a PhD degree in gender studies, development studies, sociology, urban development, urban planning, or a similar field, and should have at least 10 years of professional experience in research, design, and implementation of urban development projects.
- **Multidisciplinary team.** Key personnel must have expertise in gender issues, women empowerment, early childhood development policies, urban design, urban planning, urban development, or similar.
- **Language:** English or Spanish.

12. Schedule of Payments

Payment terms will be based on project milestones or deliverables ²

Deliverable	%
• Deliverable 1	20% upon delivery and approval
• Deliverable 2	20% upon delivery and approval
• Deliverable 3	20% upon delivery and approval
• Deliverable 4	20% upon delivery and approval
• Deliverable 5	20% upon delivery and approval
TOTAL	100%

13. Responsibility of the consulting firm:

The following are the responsibilities of the consulting team during the contractual execution period:

- The consulting team will be responsible for the content of the products delivered and respond to any requirement of the control bodies.
- The service will be provided by a legal entity that will respond to the conditions indicated in the minimum technical characteristics of the specialized consultancy.
- The consulting team will present the reports according to the established schedules, for the purpose of canceling the respective service.
- In case this consultancy needs field studies, the corresponding legal permits must be obtained. In addition, the consulting team must inform the IDB of the date on which it will start, as well as the location, telephone number, and name of the person responsible for the work.

² IDB must approve each deliverable and payment will be processed after satisfactory report.

- During these inspections, the IDB may reject the works that in its opinion are not convenient or contravene the stipulations, and the modification will be solely the responsibility of the consultant.
- Payment of the consulting team's services will be subject to prior approval and approval of the products delivered and reviewed by the IDB.

Selection process #

TERMS OF REFERENCE

Consultancy on the study of inclusive housing and urban design for women, people with disabilities, the LGBTQ+ people, afro-descendants, and indigenous peoples

Technical cooperation (TC) number: RG-T3771

TC Name: “Inclusive Cities for Women and People with Disabilities”

Supported countries and operations: Brazil (BR-L1421), Brazil (BR-L1422), Chile (CH-L1163) & (CH-J0001), Panamá (PN-L1146), Paraguay (PR-L1152), and Trinidad and Tobago (TT-L1056) & (TT-L1057)

1. Background and Justification

Established in 1959, the Inter-American Development Bank (“IDB” or “Bank”) is the main source of financing for economic, social, and institutional development in Latin America and the Caribbean. It provides loans, grants, guarantees, policy advice and technical assistance to the public and private sectors of its borrowing countries.

As cities are the main drivers of economic and social development in Latin America and the Caribbean (LAC), addressing the challenges of urban women and vulnerable populations is paramount. To realize this aspiration, cities need to adopt urban policies and institutional frameworks that reduce disparities of opportunities and outcomes, particularly for women, people with disabilities (PwD), the Lesbian, Gay, Bisexual, Transgender, and Queer people (LBGTQ+), afro descendants, and indigenous peoples.

The presence of female headed- households (FHH) is an increasingly significant element of Latin American families. FHH experience higher levels of housing inadequacy than other households. Also, women are less likely to own both land and housing no matter their income level. Migrant FHH experience higher poverty rates than male headed households. PwD are also more likely to experience less education, poorer health outcomes, lower levels of employment, and higher poverty rates than persons without disabilities (WB, 2019). PwD are also more likely to suffer urban segregation and lack of access to decent and adequate housing.

In addition, the people of African descent are one of the largest, yet least visible minorities in the region. Their probability of being poor increases by about 7% if the household head is afro-descendant (male or female) (WB, 2018). Afro-descendants are about twice as likely to live in slums than non-Afro-descendants. The region is also home to between 45 and 50 million indigenous people. They represent approximately 14 percent of the poor and 17 percent of the extremely poor in LAC. Around 36% of them live in vulnerable neighborhoods with unsafe, unsanitary, and unhealthy conditions (WB, 2016).

The IDB’s Housing and Urban Development Sector (HUD) guides the work carried out by the IDB alongside the LAC countries through knowledge and investment that promotes the development of inclusive, sustainable, resilient, and productive cities. The objective of this consultancy is to support operational and knowledge activities for mainstreaming gender and diversity issues in housing and urban development sector projects. This Consulting firm or individual will provide support to HUD loans to meet their commitments towards gender and diversity issues.

2. Objectives

- This consultancy is part of component 1 of the TC as its objective is to collect data and study the barriers and needs of households headed by women, people with

disabilities, LGBTQ + people, afrodescendants, and indigenous people, with a specific focus on **inclusive housing and urban design**.

- The firm will identify gender and diversity gaps and develop a high-level study that includes background research, possible interventions in city plans, good practices; lessons learned; and case studies in our targeted countries.
- The firm will develop a PPT presentation and organize a training and capacity building for project teams and executing agencies.

3. Scope of Services

- For the successful development of the consultancy, the firm must have a dedicated team to the Project of no less than 3 people, including a general coordinator of this consultancy who will serve as the focal point with the IDB, a qualitative research specialist and a specialist in data collection and quantitative analysis. It will also be valued that the firm is made up of multidisciplinary profiles to ensure a multidimensional approach to the subject, including the areas of sociology, anthropology, informatics, communication, and economics.

4. Key Activities

- **Activity 1. Develop** a work plan for the consultancy with a schedule of activities, key decision points, budget, and what is needed to prevent work stoppage.
- **Activity 2. Diagnostic** on policies and interventions that can promote women, people with disabilities, indigenous people, afro descendants, and LGBTQ+ people's participation with a specific focus on **inclusive housing and urban design**, based on international literature review. These examples will become part of a training guide that includes examples of initiatives to promote the construction and use of safe, adequate, and quality public spaces (through the design of adequate and inclusive recreational facilities) where women, children, people with disabilities, the elderly and other vulnerable groups can enjoy adequate lighting, sanitary facilities, among others.
- **Activity 3. Diagnostic** on how existing housing and infrastructural conditions in informal settlements impacts the sense of safety, convenience and accessibility for women, adolescent girls, elderly, and people with disabilities, -leading to recommendations for prioritization of infrastructural retrofitting investments and home improvement subsidy investments.
- **Activity 4. Diagnostic** on how the typical designs of low-income- homes and associated public spaces, including recreational facilities, staircases and hallways being produced by or with the support of State agencies impact the sense of safety, utility, convenience and accessibility for women, adolescent girls, elderly, and people with disabilities, -leading to recommendations for more inclusive and safer designs.
- **Activity 5. Study** to review the Municipality of Campo Grande's Housing Policy and its Housing Plan of Social Interest, with the goal to mainstream a gender and diversity perspective in the city's new housing policy. It will also analyze how to include a gender perspective in the intervention programs in favelas (MIB) that define the policy and the issue of rental housing.
- **Activity 6. Study** and a PowerPoint **presentation** on inclusive urban spaces that should become part of a training guide including a practical set of guidelines, instruments, and integrated solutions for local authorities in LAC countries.
- **Activity 7. Prepare** and **organize** a training workshop for project teams based on the content of the training guide.

5. Expected Outcome and Deliverables

The contractual will deliver:

- **Deliverable 1.** Work plan with program schedule, milestones, key decision points, budget, and what is needed to prevent work stoppage.
- **Deliverable 2.** Diagnostic on policies and interventions.
- **Deliverable 3.** Diagnostic on existing housing and infrastructural conditions in informal settlements.
- **Deliverable 4.** Diagnostic on how the typical designs of low-income- homes and associated public spaces impact the sense of safety, utility, convenience, and accessibility for vulnerable populations.
- **Deliverable 5.** Study on how to mainstream a gender and diversity perspective in Campo Grande's new housing policy
- **Deliverable 6.** Study and PowerPoint presentation to be used during the training workshop (to be developed based on the content of the study).
- **Deliverable 7.** Training workshop.

6. Project Schedule and Milestones

- **Deliverable 1.** Two weeks after signing the contract.
- **Deliverable 2.** Two months after submitting the work plan.
- **Deliverable 3.** Two months after submitting the diagnostic on policies and interventions.
- **Deliverable 4.** Two months after submitting the diagnostic on existing housing and infrastructural conditions in informal settlements.
- **Deliverable 5.** Two months after submitting the diagnostic on the impact of public spaces.
- **Deliverable 6.** Two months after submitting the study on the gender and diversity perspective in Campo Grande's new housing policy
- **Deliverable 7.** Two months after submitting final study and PPT.

7. Reporting Requirements

- Products must be delivered in Spanish and English in electronic form and, preferably, in software without limitations or restrictions for its use and with editable character. The deliverables must be of good graphic quality and be consistent with each other. Supporting documents such as attendance records, among other relevant ones, should be attached.

8. Acceptance Criteria

- The reports must have the approval and validation of the Senior Specialist of the Division of Urban Development and Housing (HUD), who may consult or request the opinion of other institutions involved in technical cooperation.

9. Intellectual Property

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and dissemination of all consultancy products to guarantee public access.

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10. Supervision and Reporting

- The contractual company will be supervised by Nora Libertun, the Gender Focal Point of CSD/HUD, in coordination with other Specialists of the Division of Urban Development and Housing (HUD). Meetings with the Supervisor and contracting team will be held as required depending on the progress of the consultancy but at least every 2 months for progress reports.

11. Qualifications of the consulting firm

- **General experience:** The consulting firm must have at least 10 years of experience in gender and/or urban issues.
- **Education:** The project team leader must hold a PhD degree in gender studies, development studies, sociology, urban development, urban planning, or a similar field, and should have at least 10 years of professional experience in research, design, and implementation of urban development projects.
- **Multidisciplinary team.** Key personnel must have expertise in gender issues, women empowerment, early childhood development policies, urban design, urban planning, urbandevelopment, or similar.
- **Language:** English or Spanish.

12. Schedule of Payments

Payment terms will be based on project milestones or deliverables ³

Payment Schedule	
Deliverable	%
• Deliverable 1	10% upon delivery and approval
• Deliverable 2	10% upon delivery and approval
• Deliverable 3	20% upon delivery and approval
• Deliverable 4	20% upon delivery and approval
• Deliverable 5	20% upon delivery and approval
• Deliverable 6	10% upon delivery and approval
• Deliverable 7	10% upon delivery and approval

³ IDB must approve each deliverable and payment will be processed after satisfactory report.

TOTAL	100%
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13. Responsibility of the consulting firm:

The following are the responsibilities of the consulting team during the contractual execution period:

- The consulting team will be responsible for the content of the products delivered and responds to any requirement of the control bodies.
- The service will be provided by a legal entity that will respond to the conditions indicated in the minimum technical characteristics of the specialized consultancy.
- The consulting team will present the reports according to the established schedules, for the purpose of canceling the respective service.
- In cases this consultancy needs field studies, the corresponding legal permits must be obtained. In addition, the consulting team must inform the IDB of the date on which it will start, as well as the location, telephone number, and name of the person responsible for the work.
- During these inspections, the IDB may reject the works that in its opinion are not convenient or contravene the stipulations, and the modification will be solely the responsibility of the consultant.
- Payment of the consulting team's services will be subject to prior approval and approval of the products delivered and reviewed by the IDB.

Selection process#

TERMS OF REFERENCE**Consultancy on the study of inclusive urban mobility for women, people with disabilities, the LGBTQ+ people, afro-descendants, and indigenous peoples****Technical cooperation (TC) number:** RG-T3771**TC Name:** “Inclusive Cities for Women and People with Disabilities”**Supported countries and operations:** Brazil (BR-L1421), Brazil (BR-L1422), Chile (CH-L1163) & (CH-J0001), Panamá (PN-L1146), Paraguay (PR-L1152), and Trinidad and Tobago (TT-L1056) & (TT-L1057)**1. Background and Justification**

Established in 1959, the Inter-American Development Bank (“IDB” or “Bank”) is the main source of financing for economic, social, and institutional development in Latin America and the Caribbean. It provides loans, grants, guarantees, policy advice and technical assistance to the public and private sectors of its borrowing countries.

As cities are the main drivers of economic and social development in Latin America and the Caribbean (LAC), addressing the challenges of urban women and vulnerable populations is paramount. To realize this aspiration, cities need to adopt urban policies and institutional frameworks that reduce disparities of opportunities and outcomes, particularly for women, people with disabilities (PwD), the Lesbian, Gay, Bisexual, Transgender, and Queer people (LBGTQ+), afro-descendants, and indigenous peoples.

The presence of female headed- households (FHH) is an increasingly significant element of Latin American families. FHH experience higher levels of housing inadequacy than other households. Also, women are less likely to own both land and housing no matter their income level. Migrant FHH experience higher poverty rates than male headed households. PwD are also more likely to experience less education, poorer health outcomes, lower levels of employment, and higher poverty rates than people without disabilities ([WB, 2019](#)).⁴ PwD are also more likely to suffer urban segregation and lack of access to decent and adequate housing.

Furthermore, the people of African descent are one of the largest, yet least visible minorities in the region. Their probability of being poor increases by about 7% if the household head is afro-descendant (male or female) (WB, 2018). Afro-descendants are about twice as likely to live in slums than non-Afro-descendants. The region is also home to between 45 and 50 million indigenous people. They represent approximately 14 percent of the poor and 17 percent of the extremely poor in LAC. Around 36% of them live in vulnerable neighborhoods with unsafe, unsanitary, and unhealthy conditions (WB, 2016).

The IDB’s Housing and Urban Development Sector (HUD) guides the work carried out by the IDB alongside the LAC countries through knowledge and investment that promotes the development of inclusive, sustainable, resilient, and productive cities. The objective of this consultancy is to support operational and knowledge activities for mainstreaming gender and diversity issues in housing and urban development sector projects. This Consulting firm or individual will provide support to HUD loans to meet their commitments towards gender and diversity issues.

⁴ World Bank, 2019 85 Million Reasons to Prioritize Persons With Disabilities During Disasters in LAC”

2. Objectives

- This consultancy is part of component 1 of the TC as its objective is to collect data and study the barriers and needs of households headed by women, people with disabilities and other vulnerable groups, including LGBTQ +, afro descendants and indigenous people living in urban areas, with a specific focus on **inclusive urban mobility**.
- The firm will also identify gender and diversity gaps and develop a high-level- study that includes background research, possible interventions, good practices; lessons learned; and case studies in our targeted countries.
- The firm will develop a PPT presentation and organize a training and capacity building for project teams and executing agencies.

3. Scope of Services

- For the successful development of the consultancy, the firm must have a dedicated team to the Project of no less than 3 people, including a general coordinator of this consultancy who will serve as the focal point with the IDB, a qualitative research specialist and a specialist in data collection and quantitative analysis. It will also be valued that the firm is made up of multidisciplinary profiles to ensure a multidimensional approach to the subject, including the areas of sociology, anthropology, informatics, communication, and economics.

4. Key Activities

- **Activity 1. Diagnose** and compile information about policies and interventions that can promote women, people with disabilities, indigenous people, afro descendants, and LGBTQ+ people's participation with a specific focus on **inclusive urban mobility**, based on international literature review. These examples will become part of a training guide including examples of initiatives to improve the convenience and access for transport users (through strategic location of bus tops, use of speed bumps, promotion of lighting, improved design of waiting areas, training of staff, among others).
- **Activity 2. Analyze** international best practices to identify legislative and institutional frameworks; the modalities of development engagement with different sectors; and other key factors contributing to the formation and successful implementation of these interventions.
- **Activity 3. Develop** a study and a PowerPoint presentation on inclusive urban mobility that should become part of a training guide including a practical set of guidelines, instruments, and integrated solutions for local authorities in LAC countries.
- **Activity 4. Prepare and organize** a training workshop for project teams based on the content of the training guide.

5. Expected Outcome and Deliverables

The contractual will deliver:

- **Deliverable 1.** High-level- workplan that outlines how and when the work will be completed, activities, milestones, key decision points, budget, and what is needed to prevent work stoppage.
- **Deliverable 2.** Draft of study that reviews relevant cases, best practices, practical set

of guidelines, instruments, and integrated solutions in LAC countries.

- **Deliverable 3.** Final study
- **Deliverable 4.** PowerPoint presentation to be used during the training workshop (to be developed based on the content of the study).

6. Project Schedule and Milestones

- **Deliverable 1.** Consultancy work plan (two weeks after signing contract).
- **Deliverable 2.** Draft of study (two months after submitting work plan).
- **Deliverable 3.** Final study (two months after submitting draft).
- **Deliverable 4.** PowerPoint presentation and training workshop (two months after submitting final study).

7. Reporting Requirements

- Products must be delivered in Spanish and English in electronic form and, preferably, in software without limitations or restrictions for its use and with editable character. The deliverables must be of good graphic quality and be consistent with each other. Supporting documents such as attendance records, among other relevant ones, should be attached.

8. Acceptance Criteria

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11. Qualifications of the consulting firm

- **General experience:** The consulting firm must have at least 10 years of experience in gender and/or urban issues.
- **Education:** The project team leader must hold a PhD degree in gender studies, development studies, sociology, urban development, urban planning, or a similar field, and should have at least 10 years of professional experience in research, design, and implementation of urban development projects.
- **Multidisciplinary team.** Key personnel must have expertise in gender issues, women empowerment, early childhood development policies, urban design, urban planning, urban development, or similar.
- **Language:** English or Spanish.

12. Schedule of Payments

Payment terms will be based on project milestones or deliverables ⁵

Deliverable	%
• Work plan	25% upon delivery and approval
• Draft study	25% upon delivery and approval
• Final study	25% upon delivery and approval
• PPT and workshop	25% upon delivery and approval
TOTAL	100%

13. Responsibility of the consulting firm:

The following are the responsibilities of the consulting team during the contractual execution period:

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- Payment of the consulting team's services will be subject to prior approval and approval of the products delivered and reviewed by the IDB.

⁵ IDB must approve each deliverable and payment will be processed after satisfactory report.

Selection process #

TERMS OF REFERENCE

Consultancy on the study of access to urban services, discrimination, and social segregation of women, people with disabilities, the LGBTQ+ people, afro-descendants, and indigenous peoples

Technical cooperation (TC) number: RG-T3771

TC Name: “Inclusive Cities for Women and People with Disabilities”

Supported countries and operations: Brazil (BR-L1421), Brazil (BR-L1422), Chile (CH-L1163) & (CH-J0001), Panamá (PN-L1146), Paraguay (PR-L1152), and Trinidad and Tobago (TT-L1056) & (TT-L1057)

1. Background and Justification

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The presence of female-headed households (FHH) is an increasingly significant element of Latin American families. FHH experience higher levels of housing inadequacy than other households. Also, women are less likely to own both land and housing no matter their income level. Migrant FHH experience higher poverty rates than male headed households. PwD are also more likely to experience less education, poorer health outcomes, lower levels of employment, and higher poverty rates than persons without disabilities (WB, 2019). PwD are also more likely to suffer urban segregation and lack of access to decent and adequate housing.

Furthermore, the people of African descent are one of the largest, yet least visible minorities in the region. Their probability of being poor increases by about 7% if the household head is afro-descendant (male or female) (WB, 2018). Afro-descendants are about twice as likely to live in slums than non-Afro-descendants. The region is also home to between 45 and 50 million indigenous people. They represent approximately 14 percent of the poor and 17 percent of the extremely poor in LAC. Around 36% of them live in vulnerable neighborhoods with unsafe, unsanitary, and unhealthy conditions (WB, 2016).

The IDB’s Housing and Urban Development Sector (HUD) guides the work carried out by the IDB alongside the LAC countries through knowledge and investment that promote the development of inclusive, sustainable, resilient, and productive cities. The objective of this consultancy is to support operational and knowledge activities for mainstreaming gender and diversity issues in housing and urban development sector projects. This Consulting firm or individual will provide support to HUD loans to meet their commitments towards gender and diversity issues.

2. Objectives

- This consultancy is part of component 1 of the TC as its objective is to collect data

and study the barriers and needs of households headed by women, people with disabilities and other vulnerable groups, including LGBTQ +, afro descendants and indigenous people living in urban areas, with a specific focus on **accessing urban services, and overcoming discrimination and social segregation** in urban spaces against women, people with disabilities, afro descendants, and LGBTQ+ people.

- The firm will also identify gender and diversity gaps and develop a high-level- study that includes background research, good practices; lessons learned; interventions and case studies in our targeted countries.
- The firm will develop a PPT presentation and organize a training and capacity building for project teams and executing agencies.

3. Scope of Services

- The firm must have a dedicated team to the Project of no less than 3 people, including a general coordinator who will serve as the focal point with the IDB, a qualitative research specialist and a specialist in data collection and quantitative analysis. It will also be valued that the firm is made up of multidisciplinary profiles to ensure a multidimensional approach to the subject, including the areas of sociology, anthropology, informatics, communication, and economics.

4. Key Activities

- **Activity 1. Diagnose** and compile information about policies and interventions that can promote women, people with disabilities, indigenous people, afro descendants, and LGBTQ+ people's participation with a specific focus on **access to urban services, discrimination, and social segregation** in urban spaces, based on international literature review.
- **Activity 2. Analyze** international best practices to identify legislative and institutional frameworks; the modalities of development engagement with different sectors; and other key factors contributing to the formation and successful implementation of these interventions.
- **Activity 3. Develop** a study and a PowerPoint presentation on inclusive urban mobility that should become part of a training guide including a practical set of guidelines, instruments, and integrated solutions for local authorities in LAC countries.
- **Activity 4. Prepare and organize** a training workshop for project teams based on the content of the training guide.

5. Expected Outcome and Deliverables

The contractual will deliver:

- **Deliverable 1.** High-level- workplan that outlines how and when the work will be completed, activities, milestones, key decision points, budget, and what is needed to prevent work stoppage.
- **Deliverable 2.** Draft of study that reviews relevant cases, best practices, practical set of guidelines, instruments, and integrated solutions in LAC countries.
- **Deliverable 3.** Final study.
- **Deliverable 4.** PowerPoint presentation to be used during the training workshop (to be developed based on the content of the study).

6. Project Schedule and Milestones

- **Deliverable 1.** Consultancy work plan (two weeks after signing contract).
- **Deliverable 2.** Draft of study (two months after submitting work plan).
- **Deliverable 3.** Final study (two months after submitting draft).
- **Deliverable 4.** PowerPoint presentation and training workshop (two months after submitting final study).

7. Reporting Requirements

- Products must be delivered in Spanish and English in electronic form and, preferably, in software without limitations or restrictions for its use and with editable character. The deliverables must be of good graphic quality and be consistent with each other. Supporting documents such as attendance records, among other relevant ones, should be attached.

8. Acceptance Criteria

- The reports must have the approval and validation of the Senior Specialist of the Division of Urban Development and Housing (HUD), who may consult or request the opinion of other institutions involved in technical cooperation.

9. Intellectual Property

- The IDB, as the entity that finances the costs of this consultancy, will exercise the ownership of copyright and related rights to guarantee the reproduction, distribution, and dissemination of all consultancy products to guarantee public access.
- The firm and/or any of its collaborators cannot neither reproduce nor publish the information of the contract material project, including the presentation in colloquiums, exhibitions, conferences, or academic events, except with the written authorization of the contracting party or in concession for that purpose.
- The firm undertakes that all information that comes to its knowledge, due to the execution of this contract, will be considered confidential and not disclosed. Therefore, the total or partial dissemination, for their own benefit or that of third parties or against the contracting entity, owner of the intellectual property of said information, will be prohibited. The total or partial breach of this clause will be grounds to terminate this contract, and it will be at the discretion of the affected party to initiate the corresponding actions for damages and prejudices.

10. Supervision and Reporting

- The contractual company will be supervised by Nora Libertun, the Gender Focal Point of CSD/HUD, in coordination with other Specialists of the Division of Urban Development and Housing (HUD). Meetings with the Supervisor and contracting team will be held as required depending on the progress of the consultancy but at least every 2 months for progress reports.

11. Qualifications of the consulting firm

- **General experience:** The consulting firm must have at least 10 years of experience in gender and/or urban issues.
- **Education:** The project team leader must hold a PhD degree in gender studies, development studies, sociology, urban development, urban planning, or a similar field,

and should have at least 10 years of professional experience in research, design, and implementation of urban development projects.

- **Multidisciplinary team.** Key personnel must have expertise in gender issues, women empowerment, early childhood development policies, urban design, urban planning, urban development, or similar.
- **Language:** English or Spanish.

12. Schedule of Payments

Payment terms will be based on project milestones or deliverables ⁶

Deliverable	%
• Work plan	25% upon delivery and approval
• Draft study	25% upon delivery and approval
• Final study	25% upon delivery and approval
• PPT and workshop	25% upon delivery and approval
TOTAL	100%

13. Responsibility of the consulting firm:

The following are the responsibilities of the consulting team during the contractual execution period:

- The consulting team will be responsible for the content of the products delivered and responds to any requirement of the control bodies.
- The service will be provided by a legal entity that will respond to the conditions indicated in the minimum technical characteristics of the specialized consultancy.
- The consulting team will present the reports according to the established schedules, for the purpose of canceling the respective service.
- In cases this consultancy needs field studies, the corresponding legal permits must be obtained. In addition, the consulting team must inform the IDB of the date on which it will start, as well as the location, telephone number, and name of the person responsible for the work.
- During these inspections, the IDB may reject the works that in its opinion are not convenient or contravene the stipulations, and the modification will be solely the responsibility of the consultant.
- Payment of the consulting team's services will be subject to prior approval and approval of the products delivered and reviewed by the IDB.

⁶ IDB must approve each deliverable and payment will be processed after satisfactory report.

Selection process #

TERMS OF REFERENCE

Consultancy on the study to design initiatives aimed at overcoming urban and domestic in cities violence against women, people with disabilities, the LGBTQ+ people, afro-descendants, and indigenous peoples

Technical cooperation (TC) number: RG-T3771

TC Name: “Inclusive Cities for Women and People with Disabilities”

Supported countries and operations: Brazil (BR-L1421), Brazil (BR-L1422), Chile (CH-L1163) & (CH-J0001), Panamá (PN-L1146), Paraguay (PR-L1152), and Trinidad and Tobago (TT-L1056) & (TT-L1057)

1. Background and Justification

Established in 1959, the Inter-American Development Bank (“IDB” or “Bank”) is the main source of financing for economic, social, and institutional development in Latin America and the Caribbean. It provides loans, grants, guarantees, policy advice and technical assistance to the public and private sectors of its borrowing countries.

As cities are the main drivers of economic and social development in Latin America and the Caribbean (LAC), addressing the challenges of urban women and vulnerable populations is paramount. To realize this aspiration, cities need to adopt urban policies and institutional frameworks that reduce disparities of opportunities and outcomes, particularly for women, people with disabilities (PwD), the Lesbian, Gay, Bisexual, Transgender, and Queer people (LBGTQ+), afro descendants, and indigenous peoples.

The presence of female headed- households (FHH) is an increasingly significant element of Latin American families. FHH experience higher levels of housing inadequacy than other households. Also, women are less likely to own both land and housing no matter their income level. Migrant FHH experience higher poverty rates than male headed households. PwD are also more likely to experience less education, poorer health outcomes, lower levels of employment, and higher poverty rates than persons without disabilities (WB, 2019). PwD are also more likely to suffer urban segregation and lack of access to decent and adequate housing.

Furthermore, the people of African descent are one of the largest, yet least visible minorities in the region. Their probability of being poor increases by about 7% if the household head is afro-descendant (male or female) (WB, 2018). Afro-descendants are about twice as likely to live in slums than non--Afro-descendants. The region is also home to between 45 and 50 million indigenous people. They represent approximately 14 percent of the poor and 17 percent of the extremely poor in LAC. Around 36% of them live in vulnerable neighborhoods with unsafe, unsanitary, and unhealthy conditions (WB, 2016).

The IDB’s Housing and Urban Development Sector (HUD) guides the work carried out by the IDB alongside the LAC countries through knowledge and investment that promotes the development of inclusive, sustainable, resilient, and productive cities. The objective of this consultancy is to support operational and knowledge activities for mainstreaming gender and diversity issues in housing and urban development sector projects. This Consulting firm or individual will provide support to HUD loans to meet their commitments towards gender and diversity issues.

2. Objectives

- This consultancy is part of component 1 of the TC as its objective is to collect data

and study the barriers and needs of households headed by women, people with disabilities and other vulnerable groups, including LGBTQ +, afro descendants and indigenous people living in urban areas, with a specific focus on **overcoming urban and domestic violence in cities**.

- Identify knowledge gender and diversity gaps and develop a high-level- study that includes background research, good practices; lesson learned; interventions and case studies in our targeted countries.
- Develop a PPT presentation and organize a training and capacity building for project teams and executing agencies.

3. **Scope of Services**

- For the successful development of the consultancy, the firm must have a dedicated team to the Project of no less than 3 people, including a general coordinator of this consultancy who will serve as the focal point with the IDB, a qualitative research specialist and a specialist in data collection and quantitative analysis. It will also be valued that the firm is made up of multidisciplinary profiles to ensure a multidimensional approach to the subject, including the areas of sociology, anthropology, informatics, communication, and economics.

4. **Key Activities**

- **Activity 1.** Work plan with program schedule, milestones, key decision points, budget, and what is needed to prevent work stoppage.
- **Activity 2.** Diagnostic on policies and interventions that can promote women, people with disabilities, indigenous people, afro descendants, and LGBTQ+ people's participation with a specific focus on **overcoming urban and domestic violence in cities**, based on international literature review. Analyze international best practices to identify legislative and institutional frameworks.
- **Activity 3.** Study on how to address the issue of violence against women in public spaces of specific LAC cities, through strategies and solutions to mitigate the problem.
- **Activity 4.** Creation of a capacity building and awareness program for city officials and police guards against public and domestic gender-based- violence, discrimination, and homophobia on specific LAC cities.
- **Activity 5.** Develop a final study and a PowerPoint presentation on urban and domestic violence that should become part of a training guide including a practical set of guidelines, instruments, and integrated solutions for local authorities in LAC countries.
- **Activity 6.** Prepare and organize a training workshop for project teams based on the content of the training guide.

5. **Expected Outcome and Deliverables**

The contractual will deliver:

- **Deliverable 1.** Work plan with program schedule, milestones, key decision points, budget, and what is needed to prevent work stoppage.
- **Deliverable 2.** Diagnostic on policies and interventions.
- **Deliverable 3.** Study on how to address the issue of violence against women in

public spaces.

- **Deliverable 4.** Capacity building and awareness program for city officials and police guards against public and domestic gender--based violence.
- **Deliverable 5.** Study and PowerPoint presentation to be used during the training workshop (to be developed based on the content of the study).
- **Deliverable 6.** Training workshop.

6. Project Schedule and Milestones

- **Deliverable 1.** Two weeks after signing the contract.
- **Deliverable 2.** Two months after submitting the work plan.
- **Deliverable 3.** Two months after submitting the diagnostic on policies and interventions.
- **Deliverable 4.** Two months after submitting the study to address GBV.
- **Deliverable 5.** Two months after submitting the capacity building and awareness program.
- **Deliverable 6.** Two months after submitting final study and PPT.

7. Reporting Requirements

- Products must be delivered in Spanish and English in electronic form and, preferably, in software without limitations or restrictions for its use and with editable character. The deliverables must be of good graphic quality and be consistent with each other. Supporting documents such as attendance records, among other relevant ones, should be attached.

8. Acceptance Criteria

- The reports must have the approval and validation of the Senior Specialist of the Division of Urban Development and Housing (HUD), who may consult or request the opinion of other institutions involved in technical cooperation.

9. Intellectual Property

- The IDB, as the entity that finances the costs of this consultancy, will exercise the ownership of copyright and related rights to guarantee the reproduction, distribution, and dissemination of all consultancy products to guarantee public access.
- The firm and/or any of its collaborators cannot neither reproduce nor publish the information of the contract material project, including the presentation in colloquiums, exhibitions, conferences, or academic events, except with the written authorization of the contracting party or in concession for that purpose.
- The firm undertakes that all information that comes to its knowledge, due to the execution of this contract, will be considered confidential and not disclosed. Therefore, the total or partial dissemination, for their own benefit or that of third parties or against the contracting entity, owner of the intellectual property of said information, will be prohibited. The total or partial breach of this clause will be grounds to terminate this contract, and it will be at the discretion of the affected party to initiate the corresponding actions for damages and prejudices.

10. Supervision and Reporting

- The contractual company will be supervised by Nora Libertun, the Gender Focal Point of CSD/HUD, in coordination with other Specialists of the Division of Urban Development and Housing (HUD). Meetings with the Supervisor and contracting team will be held as required depending on the progress of the consultancy but at least every 2 months for progress reports.

11. Qualifications of the consulting firm

- **General experience:** The consulting firm must have at least 10 years of experience in gender and/or urban issues.
- **Education:** The project team leader must hold a PhD degree in gender studies, development studies, sociology, urban development, urban planning, or a similar field, and should have at least 10 years of professional experience in research, design, and implementation of urban development projects.
- **Multidisciplinary team.** Key personnel must have expertise in gender issues, women empowerment, early childhood development policies, urban design, urban planning, urban development, or similar.
- **Language:** English or Spanish.

12. Schedule of Payments

Payment terms will be based on project milestones or deliverables ⁷

Payment Schedule	
Deliverable	%
• Deliverable 1	10% upon delivery and approval
• Deliverable 2	20% upon delivery and approval
• Deliverable 3	20% upon delivery and approval
• Deliverable 4	20% upon delivery and approval
• Deliverable 5	20% upon delivery and approval
• Deliverable 6	10% upon delivery and approval
TOTAL	100%

13. Responsibility of the consulting firm:

The following are the responsibilities of the consulting team during the contractual execution period:

- The consulting team will be responsible for the content of the products delivered and respond to any requirement of the control bodies.
- The service will be provided by a legal entity that will respond to the conditions indicated in the minimum technical characteristics of the specialized consultancy.
- The consulting team will present the reports according to the established schedules, for the purpose of canceling the respective service.
- In case this consultancy needs field studies, the corresponding legal permits must be obtained. In addition, the consulting team must inform the IDB of the date on which it will

⁷ IDB must approve each deliverable and payment will be processed after satisfactory report.

start, as well as the location, telephone number, and name of the person responsible for the work.

- During these inspections, the IDB may reject the works that in its opinion are not convenient or contravene the stipulations, and the modification will be solely the responsibility of the consultant.
- Payment of the consulting team's services will be subject to prior approval and approval of the products delivered and reviewed by the IDB.

Selection process #

TERMS OF REFERENCE

Consultancy for the data collection, research, and dissemination on the needs of women, people with disabilities, the LGBTQ+ people, afro-descendants, and indigenous peoples

Technical cooperation (TC) number: RG-T3771

TC Name: “Inclusive Cities for Women and People with Disabilities”

Supported countries and operations: Brazil (BR-L1421), Brazil (BR-L1422), Chile (CH-L1163) & (CH-J0001), Panamá (PN-L1146), Paraguay (PR-L1152), and Trinidad and Tobago (TT-L1056) & (TT-L1057)

Background and Justification

Established in 1959, the Inter-American Development Bank (“IDB” or “Bank”) is the main source of financing for economic, social, and institutional development in Latin America and the Caribbean. It provides loans, grants, guarantees, policy advice and technical assistance to the public and private sectors of its borrowing countries.

As cities are the main drivers of economic and social development in Latin America and the Caribbean (LAC), addressing the challenges of urban women and vulnerable populations is paramount. To realize this aspiration, cities need to adopt urban policies and institutional frameworks that reduce disparities of opportunities and outcomes, particularly for women, people with disabilities (PwD), the Lesbian, Gay, Bisexual, Transgender, and Queer people (LBGTQ+), afro descendants, and indigenous peoples.

The presence of female headed- households (FHH) is an increasingly significant element of Latin American families. FHH experience higher levels of housing inadequacy than other households. Also, women are less likely to own both land and housing no matter their income level. Migrant FHH experience higher poverty rates than male headed households. PwD are also more likely to experience less education, poorer health outcomes, lower levels of employment, and higher poverty rates than persons without disabilities (WB, 2019). PwD are also more likely to suffer urban segregation and lack of access to decent and adequate housing.

Furthermore, the people of African descent are one of the largest, yet least visible minorities in the region. Their probability of being poor increases by about 7% if the household head is afro-descendant (male or female) (WB, 2018). Afro-descendants are about twice as likely to live in slums than non-Afro-descendants. The region is also home to between 45 and 50 million indigenous people. They represent approximately 14 percent of the poor and 17 percent of the extremely poor in LAC. Around 36% of them live in vulnerable neighborhoods with unsafe, unsanitary, and unhealthy conditions (WB, 2016).

The IDB’s Housing and Urban Development Sector (HUD) guides the work carried out by the IDB alongside the LAC countries through knowledge and investment that promotes the development of inclusive, sustainable, resilient, and productive cities. The objective of this consultancy is to support operational and knowledge activities for mainstreaming gender and diversity issues in housing and urban development sector projects. This consultancy will provide support to HUD loans to meet their commitments towards gender and diversity issues.

1. Objectives

- This consultancy is part of component 2 of the TC as it aims to develop gather data

and analyze the needs of low-income- female headed- households and households with people with disabilities, indigenous people, afro descendants, and LGBTQ+ people who live in urban areas in LAC. It will also analyze the existing public policies aimed at promoting their economic, digital, and social integration.

- The firm is expected to: i) generate relevant gender- and diversity-related data at the metropolitan, municipal, and neighborhood levels; (ii) support analytical studies on gender and diversity issues in topics relevant for HUD sector; and (iii) identify good practices and policies that can address gender and diversity issues in housing markets and cities.
- The firm will also support in the (i) organization of forums, webinars, and workshops; (ii) the publication of written material in paper and virtual media; and (iii) participation in urban development and housing forums and conferences.

2. Scope of Services

- For the successful development of the consultancy, the firm must have a dedicated team to the Project of no less than 3 people, including a general coordinator of this consultancy who will serve as the focal point with the IDB, a qualitative research specialist and a specialist in data collection and quantitative analysis.
- It will also be valued that the firm is made up of multidisciplinary profiles to ensure a multidimensional approach to the subject, including the areas of sociology, anthropology, informatics, communication, and economics.

3. Key Activities

- **Activity 1. Elaborate** a diagnosis of the situation of low-income- female-headed- households and households with people with disabilities, indigenous peoples, afro descendants, and LGBTQ+ people with a specific focus on 1) economic empowerment, unpaid care work, and entrepreneurship 2) inclusive urban design 3) inclusive urban mobility, 4) access to urban services, discrimination, and social segregation, and 5) overcoming urban and domestic violence, to identify common challenges, gaps, and opportunities. The methodology should include literature review (including relevant studies prepared by the Bank in relation to the topic), statistical analysis, and interviews with key stakeholders.
- **Activity 2.** Generate a report including relevant gender- and diversity-related- data at the metropolitan, municipal, and neighborhood levels; (ii) support analytical studies with a territorial focus; and (iii) identify good practices and policies that can address gender and diversity issues in cities and housing markets, among others.
- **Activity 3.** Prepare a dissemination plan that presents the knowledge products of this technical cooperation for local governments, national policy makers, Bank staff, and other key stakeholders from both the public and private sectors in IDB member countries. The firm will collaborate in (i) the organization of forums, webinars, and workshops; and (ii) coordinate the participation of IDB staff in urban development and housing forums, and conferences in the region.
- **Activity 4.** Collaborate in publication of at least 2 discussion papers with the main findings. These publications should include a demographic profile, a needs assessment, and the identification of best practices. The objective is to ensure that team leaders and technical staff (both at the Bank and at government level) are better informed about the specific needs of the targeted population. It will also help to contributing to the design and promotion of public policies, legislation and

interventions that can improve the quality of life of low-income- female--headed households and households with people with disabilities, indigenous people, afrodescendants, and LGBTQ+ people.

- **Activity 5.** Prepare a PowerPoint presentation and final report.

4. Expected Outcome and Deliverables

The contractual will deliver:

- **Deliverable 1.** Work plan with activity schedule, methodology, budget plan, and information processing.
- **Deliverable 2.** Diagnosis of the situation of low-income- female headed- households and households with people with disabilities, indigenous peoples, afro descendants, and LGBTQ+ people.
- **Deliverable 3.** Report including relevant gender- and diversity--related data at the metropolitan, municipal, and neighborhood levels.
- **Deliverable 4.** Dissemination plan that presents the knowledge products of this TC.
- **Deliverable 5.** PowerPoint presentation and final report.

5. Project Schedule and Milestones

- **Deliverable 1.** Two weeks after signing the contract.
- **Deliverable 2.** Two months after submitting the work plan.
- **Deliverable 3.** Two months after submitting diagnosis.
- **Deliverable 4.** Two months after submitting the report.
- **Deliverable 5.** Two months after dissemination plan.

6. Reporting Requirements

- Products must be delivered in Spanish and English in electronic form and, preferably, in software without limitations or restrictions for its use and with editable character. The deliverables must be of good graphic quality and be consistent with each other. Supporting documents such as attendance records, among other relevant ones, should be attached.

7. Acceptance Criteria

- The reports must have the approval and validation of the Senior Specialist of the Division of Urban Development and Housing (HUD), who may consult or request the opinion of other institutions involved in technical cooperation.

8. Intellectual Property

- The IDB, as the entity that finances the costs of this consultancy, will exercise the ownership of copyright and related rights to guarantee the reproduction, distribution, and dissemination of all consultancy products to guarantee public access.
- The firm and/or any of its collaborators cannot neither reproduce nor publish the information of the contract material project, including the presentation in colloquiums, exhibitions, conferences, or academic events, except with the written authorization of the contracting party or in concession for that purpose.

- The firm undertakes that all information that comes to its knowledge, due to the execution of this contract, will be considered confidential and not disclosed. Therefore, the total or partial dissemination, for their own benefit or that of third parties or against the contracting entity, owner of the intellectual property of said information, will be prohibited. The total or partial breach of this clause will be grounds to terminate this contract, and it will be at the discretion of the affected party to initiate the corresponding actions for damages and prejudices.

9. Supervision and Reporting

- The contractual company will be supervised by Nora Libertun, the Gender Focal Point of CSD/HUD, in coordination with other Specialists of the Division of Urban Development and Housing (HUD). Meetings with the Supervisor and contracting team will be held as required depending on the progress of the consultancy but at least every 2 months for progress reports.

10. Qualifications of the consulting firm

- **General experience:** The consulting firm must have at least 10 years of experience in gender and/or urban issues. The firm must have at least 10 years of experience dealing with high-level- publications.
- **Education:** The project team leader must hold a PhD degree in gender studies, development studies, sociology, urban development, urban planning, or a similar field, and should have at least 10 years of professional experience in research, design, and implementation of urban development projects.
- **Multidisciplinary team.** Key personnel must have expertise in gender issues, women empowerment, early childhood development policies, urban design, urban planning, urbandevelopment, or similar.
- **Language:** English or Spanish.

11. Schedule of Payments

Payment terms will be based on project milestones or deliverables⁸.

Payment Schedule	
Deliverable	%
• Deliverable 1	20% upon delivery and approval
• Deliverable 2	20% upon delivery and approval
• Deliverable 3	20% upon delivery and approval
• Deliverable 4	20% upon delivery and approval
• Deliverable 5	20% upon delivery and approval
TOTAL	100%

12. Responsibility of the consulting firm:

The following are the responsibilities of the consulting team during the contractual execution period:

⁸ IDB must approve each deliverable and payment will be processed after satisfactory report.

- The consulting team will be responsible for the content of the products delivered and responds to any requirement of the control bodies.
- The service will be provided by a legal entity that will respond to the conditions indicated in the minimum technical characteristics of the specialized consultancy.
- The consulting team will present the reports according to the established schedules, for the purpose of canceling the respective service.
- In cases this consultancy needs field studies, the corresponding legal permits must be obtained. In addition, the consulting team must inform the IDB of the date on which it will start, as well as the location, telephone number, and name of the person responsible for the work.
- During these inspections, the IDB may reject the works that in its opinion are not convenient or contravene the stipulations, and the modification will be solely the responsibility of the consultant.
- Payment of the consulting team's services will be subject to prior approval and approval of the products delivered and reviewed by the IDB.

Selection process #

TERMS OF REFERENCE

Gender and Diversity Mainstreaming in Housing and Urban Development Operations Consultant

Country: USA (Headquarters)

Technical Cooperation (TC) number: RG-T3771

TC Name: “Inclusive Cities for Women and People with Disabilities”

Supported countries and operations: The consultancy will support the preparation and active portfolio for the Housing and Urban Development Division (CSD/HUD).

1. Background and Justification

The Inter-American Development Bank’s (IDB) main objective is to improve lives in Latin America and the Caribbean. Through financial and technical support for countries working to reduce poverty and inequality, the IDB help improve health and education, and advance infrastructure. Our aim is to achieve development in a sustainable, climate--friendly way. With a history dating back to 1959, today we are the leading source of development financing for Latin America and the Caribbean. IDB provide loans, grants, and technical assistance; and we conduct extensive research. We maintain a strong commitment to achieving measurable results and the highest standards of increased integrity, transparency, and accountability.

The Bank’s commitment to gender equality and diversity is clearly articulated in the IDB’s Operational Policy on Gender Equality in Development (2010), (the Gender Policy, [OP-761](#)) and the Bank’s Update to the Institutional Strategy 2020-2023 (UIS, [AB-3190-2](#)), which positioned “gender equality and diversity” as one of the institution’s three cross-cutting themes. The Gender Policy calls for the development of periodic action plans to ensure that the policy is applied. The Gender Action Plan for Operations (GAP) is a Bank--wide instrument that aims to operationalize the policy. The first two GAPs were prepared for the periods of 2011-2013 and 2014-2016, and the third GAP (2017-2019) was approved in September 2017.

The IDB has made significant improvements integrating a focus on gender equality and diversity into its lending operations. For example, the percentage of Sovereign Guarantee (SG) loans that included gender--related results (GRRs) at entry increased from 21% in the 2011-2013 period to 41% in 2014-2016. Also, the percentage of loans with GRRs that also included solid gender analysis and actions, went up from 13% in 2011-2013 to 63% in 2014-2016 (which represents 25% of all SG loans approved). One key factor contributing to these advances and to overall Gender Policy implementation has been sector--specific technical support.

In 2020, the IDB Administration approved the Update to the Gender Action Plan (GAP, 2020-2021) and the Diversity Action Plan (DAP, 2020-2021), which have among their objectives: 1) to improve the quality of IDB--financed operations that support member countries’ efforts to promote gender equality, women’s empowerment, and diversity related actions, in both project design and execution, and 2) to generate knowledge and build capacity to address gender and diversity issues in LAC that contributes to generating data on diverse populations and evidence on what works to best address their priorities and needs.

The Sector Framework Document (SFD) of the housing and urban development, also calls for a redoubling of efforts to mainstream gender into infrastructure projects, outlining a gender agenda for operations across the sector.

To advance the implementation of both the Gender Policy and the SFD, the Housing and Urban Development Division (CSD/HUD) has identified the need for technical support and the development of knowledge products to improve the mainstreaming gender and diversity issues in its operations.

2. Objectives

The objective of this consultancy is to provide direct technical and analytical support to incorporate gender equality issues and gender--related results in IDB--financed housing and urban development operations.

3. Key Activities

The contractual will work directly with the IDB's Housing and Urban Development Division (CSD/HUD), in close coordination with the Gender and Diversity Division (SCL/GDI), to implement of the following activities:

Technical Support for Projects in Design and Execution: Provide technical assistance to effectively address gender equality issues in project design and execution for HUD project teams. Proposed activities include:

- Provide brief diagnostic/background information on key gender issues in the housing and urban development sector in the specific project and country contexts.
- Design and propose gender--related actions to address gender needs and priorities associated with the project.
- Based on the prosed gender actions, recommend related indicators for the project that will measure gender--specific results.
- Develop technical inputs to integrate gender--specific criteria and guidance into the project's operational regulations.
- Provide direct support to project teams and executing agencies to facilitate the implementation of gender--specific project components/activities, monitor results during project execution, and measure gender--specific results in project evaluation.
- Participate in project preparation and supervision missions and as a team member of HUD loans that are identified as priorities for gender mainstreaming.

Knowledge Generation and Dissemination: Generate products and activities to expand knowledge of gender mainstreaming in housing and urban development and support the dissemination of such products. Proposed activities include:

- Coordinate and participate in the design, implementation, and monitoring of HUD technical cooperations that address issues related to gender and housing and urban development.
- Develop gender technical notes, briefs, or guides based on specific HUD demands and needs.
- Identify and document promising approaches for promoting gender equality and preventing the exclusion of women in housing and urban development sector policies and projects.
- Participate in the design and implementation of learning events for HUD to disseminate the content of knowledge products and good practices.

- Prepare analytical inputs on gender issues and policy priorities for Country Development Challenges (CDCs) or other Corporate Input Products prepared by HUD.

4. Expected Outcome and Deliverables

The contractual will be responsible to produce the following deliverable(s):

- Team membership in at least 7 loan operations per year, including operations in design and in execution phases.
- Strategic note on gender strategic lines of actions in HUD projects.
- Methodology for screening HUD operations towards determining the relevance of gender components.
- Written technical inputs associated with gender mainstreaming in HUD projects (to be determined with project team leaders during the consultancy).
- Analytical inputs on gender issues for HUD contributions to Country Development Challenges (CDC) documents and country strategies.
- Technical notes or briefs on gender in housing and urban development.
- At least 1 learning event per year for project teams in HUD to disseminate technical notes and good practices on gender mainstreaming.

5. What you'll need:

- Citizenship: You are a citizen of one of our 48-member countries.
- Consanguinity: You have no family members (up to fourth degree of consanguinity and second degree of affinity, including spouse) working at the IDB Group.
- Education: Master's degree or equivalent in the social sciences, engineering, or other relevant fields.
- Experience: At least 5 years of relevant professional experience or the equivalent combination of education and experience in the field of international development, with specific knowledge of social development and gender issues in housing and urban development projects.
- Languages: Proficiency in two of the official Bank languages required (preferably Spanish and English or Portuguese).

6. Other Requirements

- Familiarity with housing and urban development projects financed by the IDB or other IFIs. Excellent operational, analytical, and writing skills. Facility with performing detail-oriented tasks, and ability to work independently as well as part of a team.

7. Supervision and Reporting

- The contractual will be supervised by Nora Libertun, the Gender Focal Point of CSD/HUD, in coordination with Anne-Marie Urban, the Gender and Diversity Division (SCL/GDI).

8. Opportunity Summary:

- Type of contract: Full time Consultant, CNS.

- Length of contract: 12 months.
 - Start Date: February 2022
 - Location: Washington DC, USA with availability to travel on missions to project countries.
 - Responsible person: Gender Focal Point of CSD/HUD, in coordination with the Gender and Diversity Division (SCL/GDI).
 - 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.
9. **Our culture:** Our people are committed and passionate about improving lives in Latin-America and the Caribbean, and they get to do what they love in a diverse, collaborative and stimulating work environment. We are the first Latin American and Caribbean development institution to be awarded the EDGE certification, recognizing our strong commitment to gender equality. As an employee you can be part of internal resource groups that connect our diverse community around common interests. Because we are committed to providing equal opportunities in employment, we embrace all diversity and encourage women, LGBTQ+, persons with disabilities, afro-descendants, and indigenous people to apply.
10. **About us:** At the IDB, we are committed to improving lives. Since 1959, we have 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.

Our team in Human Resources carefully reviews all applications.