



Date: 13 May 2024
Reference: MOI/MTP/L&D Fund
Board/Proposals
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**MESSAGE FROM THE CO-CHAIRS OF THE FUND FOR
RESPONDING TO LOSS AND DAMAGE**

**Call for Proposals to host the Board of the Fund referred to in decisions
1/CP.28 and 5/CMA.5**

I am pleased to transmit to the Parties to the Convention and the Paris Agreement, a message from the Co-Chairs of the Fund for responding to loss and damage on Call for Proposals to host the Board of the Fund.

The message is contained in the annex.

Yours sincerely,

Signed by

Daniele Violetti
Senior Director, Programmes Coordination
Director a. i. Means of Implementation division

Distribution: To Parties and observer States to the Convention and the Paris Agreement through their national focal points for climate change and diplomatic missions accredited to the Federal Republic of Germany.



Fund for responding to loss and damage

MESSAGE TO PARTIES

Call for Proposals to host the Board of the Fund referred to in decisions 1/CP.28 and 5/CMA.5

The Conference of the Parties (COP) at its twenty-eighth session and the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) at its fifth session decided that the Board of the Fund referred to in decisions 1/CP.28 and 5/CMA.5 will be conferred with legal personality and the legal capacity necessary for discharging its roles and functions, in particular the legal capacity to negotiate, conclude and enter into a hosting arrangement with the World Bank as interim trustee and host of the Fund's secretariat. COP 28 and CMA 5 requested that the Board select the host country to confer to the Board the legal personality and the legal capacity as necessary for discharging its roles and functions through an open, transparent and competitive process.

The Board of the Fund, at its first meeting held from 30 April to 2 May 2024, decided to issue a public invitation to Parties to the United Nations Framework Convention on Climate Change (UNFCCC) and the Paris Agreement to submit proposals for hosting the Board in line with the terms of reference adopted by the Board (decision B.1/D.6). As Co-Chairs of the Board, we are therefore pleased to invite Parties interested in hosting the Board to submit proposals against the terms of reference included in the annex to this message. Parties are invited to submit a proposal of not more than 10 pages, accompanied by documentary evidence, describing how they would meet the requirements. If needed, the interim secretariat may request further information or clarification prior to the the Board of the Fund considering proposals at its second meeting in July.

Proposals should be sent electronically, to arrive no later than **7 June 2024** to the interim secretariat LDfinance@unfccc.int. The interim secretariat will confirm receipt of each proposal.

Yours sincerely

Signed by

Jean-Christophe Donnellier
Co-Chair

Signed by

Richard Sherman
Co-Chair



Terms of reference for the selection of the host country of the Board

I. Terms of reference

A. Introduction

1. The twenty-eighth session of the Conference of the Parties (COP) to the United Nations Framework Convention on Climate Change (UNFCCC) and the fifth session of the Conference of the Parties serving as the meeting of the Parties to the Paris Agreement (CMA) decided that the Board of the Fund referred to in decisions 1/CP.28 and 5/CMA.5 will be conferred with legal personality and the legal capacity necessary for discharging its roles and functions, in particular the legal capacity to negotiate, conclude and enter into a hosting arrangement with the World Bank as interim trustee and host of the Fund's secretariat.
2. COP 28 and CMA 5 requested the Board to select the host country of the Board through an open, transparent and competitive process, with the host country of the Board conferring to the Board the legal personality and the legal capacity as necessary for discharging its roles and functions.

B. Call for proposals

3. Parties to the UNFCCC and the Paris Agreement interested in hosting the Board are invited to submit a proposal of not more than 10 pages, accompanied by documentary evidence describing how they would meet the below requirements.
4. Proposals should be received by the interim secretariat to the Fund by 7 June 2024.
5. Proposals should be sent electronically to the interim secretariat [LDfinance@unfccc.int] and receipt of each proposal will be confirmed by the interim secretariat.

C. Hosting requirements

6. Countries proposing to host the Board must be able to provide the following:

(a) Legal personality and capacity of the Board

7. The ability to confer to the Board the legal personality and the legal capacity in the host country as necessary for discharging its roles and functions in line with the Governing Instrument.
8. The ability to confer privileges and immunities from every form of legal process to the Board, its funds, assets and other property in the host country.
9. Information on the timeline [expected number of days] after conclusion of a host country agreement with the Board, to take the necessary legal measures, including to conclude any domestic requirements, to confer the legal personality and legal capacity and necessary privileges and immunities for the Board to discharge its functions.



(b) Hosting official business of the Board

10. The ability, commitment, process and timeline of the host country to provide immunity from legal process for all members, alternate members and other attendees invited to participate in the official business of the Board from all legal process in the host country of the Board, with the understanding that such immunity shall continue after termination of their business, and shall apply to the papers and documents, in respect of words spoken or written and all acts performed by them in their official capacity.

11. Simplified and expeditious entry visa procedures and other relevant approvals for Board members and other attendees of all nationalities for the purposes of attending meetings of the Board and related activities.

12. Information on facilities for the official business of the Board, allowing for cost-effective organization of meetings, including with regard to:

- (a) Meeting facilities and the conditions for their use;
- (b) In-country transport options;
- (c) Accommodation;
- (d) Health and emergency services, safety, security;
- (e) Ease of financial transactions;
- (f) Digital services and infrastructure (tele - and video - conferencing, web - based interactive platforms, etc.).

13. Information on international transport availability and accessibility.

14. Information on possible city/ies for hosting meetings of the Board.

15. Information on diplomatic representation coverage in the host country.

16. Any financial and/or in-kind support that the host country would be willing to offer.

(c) Any other information that the host country candidate wishes to provide.

Note:

These terms of reference have been prepared by the Board in the context of current circumstances, which may be subject to change, and if so, the Board will inform countries that submitted proposals.”
