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Latin America and Caribbean Region

Date: 23-Nov-2021

Carlos Ivan Simonsen Leal  
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Praia de Botafogo, No. 190  
Rio de Janeiro – RJ, 22250-900  
Brazil

**GEF Grant No. TF0B6898-BR (Amazon Sustainable Landscapes Project Phase 2)  
Additional Instructions: Disbursement and Financial Information Letter**

Dear Sir:

I refer to the Grant Agreement between the *Fundação Getúlio Vargas – FGV* (the “Recipient”) and the International Bank for Reconstruction and Development (the “Bank”), acting as an implementing agency of the Global Environment Facility (the “GEF”), for the above-referenced Project. The Standard Conditions, as defined in the Grant Agreement, provide that the Bank may issue additional instructions regarding the withdrawal of the proceeds of Grant TF0B6898-BR (“Grant”), and may set out Project specific financial reporting requirements. This letter (“Disbursement and Financial Information Letter”), as revised from time to time, constitutes such additional instructions.

**I. Disbursement Arrangements and Withdrawal of Grant Funds**

The *World Bank Disbursement Guidelines for Investment Project Financing*, dated February 2017, (“Disbursement Guidelines”) are available in the Bank’s public website at <https://www.worldbank.org> and are an integral part of the Disbursement and Financial Information Letter. The manner in which the provisions in the Disbursement Guidelines apply to the Grant is specified below. Sections and subsections in parentheses below refer to the relevant sections and subsections in the Disbursement Guidelines and, unless otherwise defined in this letter, the capitalized terms used have the meanings ascribed to them in the Disbursement Guidelines.

**(i) Disbursement Arrangements**

The table in **Schedule 1** sets out the disbursement methods which may be used by the Recipient, information on registration of authorized signatures, processing of withdrawal applications (including minimum value of applications and processing of advances), instructions on supporting documentation, and frequency of reporting on the Designated Account.

**(ii) Electronic Delivery.** (*Section 7.01 (c) of the Standard Conditions*)

The Recipient will deliver Withdrawal Applications (with supporting documents) electronically through the Bank’s web-based portal “Client Connection” at <https://clientconnection.worldbank.org>. This option will be effected after the officials designated in writing by the Recipient who are authorized to sign

and deliver Withdrawal Applications have registered as users of “Client Connection”. The designated officials will deliver Applications electronically by completing the Form 2380, which is accessible through “Client Connection”. By signing the Authorized Signatory Letter, the Recipient confirms that it is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the Bank by electronic means. The Recipient may exercise the option of preparing and delivering Withdrawal Applications in paper form on exceptional cases (including those where the Recipient encounters legal limitations), and which were previously agreed with the Bank. By designating officials to use SIDC and by choosing to deliver the Applications electronically, the Recipient confirms through the authorized signatory letter its agreement to: (a) abide by the Terms and Conditions of Use of Secure Identification Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation, available in the World Bank's public website at <https://worldbank.org> and “Client Connection”; and (b) to cause such official to abide by those terms and conditions.

## **II. Financial Reports and Audits** (*Section 2.07 of the Standard Conditions*)

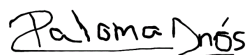
(i) **Financial Reports.** The Recipient must prepare and furnish to the Bank not later sixty (60) days after the end of each calendar semester, interim unaudited financial reports (“IFR”) for the Project covering the semester.

(ii) **Audits.** Each audit of the Financial Statements must cover the period of one calendar year of the Recipient, commencing with the fiscal year in which the first withdrawal was made. The audited Financial Statements for each such period must be furnished to the Bank not later than six (6) months after the end of such period.

## **III. Other Information**

For additional information on disbursement arrangements, please refer to the Loan Handbook available on the Bank’s website (<http://www.worldbank.org/>) and “Client Connection”. The Bank recommends that you register as a user of “Client Connection”. From this website you will be able to prepare and deliver Applications, monitor the near real-time status of the Grant, and retrieve related policy, financial, and procurement information. For more information about the website and registration arrangements, or if you have any queries in relation to the above, please contact the World Bank by email at [AskLoans@WorldBank.org](mailto:AskLoans@WorldBank.org) using the above reference.

Yours sincerely,



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Paloma Anós Casero  
Director for Brazil  
Latin America and the Caribbean Region

### **Attachments**

1. Form of Authorized Signatory Letter
2. Statement of Expenditure (SOE)

**Schedule 1: Disbursement Provisions**

<b>Basic Information</b>					
<b>Grant Number</b>	<b>TF0B6898-BR</b>	<b>Country</b>	<b>Brazil</b>	<b>Closing Date</b>	Section III.B.2. of Schedule 2 to the Grant Agreement.
		<b>Recipient</b>	<i>Fundação Getúlio Vargas – FGV</i>		
		<b>Name of the Project</b>	<b>Amazon Sustainable Landscapes Project Phase 2</b>	<b>Disbursement Deadline Date</b> <i>Subsection 3.7 **</i>	Four months after the closing date.
<b>Disbursement Methods and Supporting Documentation</b>					
<b>Disbursement Methods</b> <i>Section 2 (**)</i>	<b>Methods</b>	<b>Supporting Documentation</b> <i>Subsections 4.3 and 4.4 (**)</i>			
Direct Payment	Yes	<ul style="list-style-type: none"> <li>• Copy of records;</li> </ul>			
Reimbursement	Yes	<ul style="list-style-type: none"> <li>• Statement of Expenditure (SOE), in the format provided in Attachment 2 of the DFIL;</li> </ul>			
Advance <i>(into a Designated Account)</i>	Yes	<ul style="list-style-type: none"> <li>• SOE, in the format provided in Attachment 2 of the DFIL;</li> </ul>			
Special Commitments	No	Not applicable			
<b>Designated Account</b> <i>(Sections 5 and 6 **)</i>					
<b>Type</b>	Segregated		<b>Ceiling</b>	Fixed	
<b>Financial Institution - Name</b>	Banco do Brasil		<b>Currency</b>	Brazilian Real (BRL)	
<b>Frequency of Reporting</b> <i>Subsection 6.3 (**)</i>	Quarterly		<b>Amount</b>	BRL 10,000,000	
<b>Minimum Value of Applications</b> <i>(subsection 3.5)</i>					
The Minimum Value of Applications for Direct Payment is USD 200,000 equivalent.					
<b>Authorized Signatures</b> <i>(Subsection 3.1 and 3.2 **)</i> <b>Withdrawal and Documentation Applications</b> <i>(Subsection 3.3 and 3.4 **)</i>					
<p><b>Authorized Signatures:</b> A letter in the Form attached (Attachment 1) should be furnished to the Bank at the address indicated below providing the name(s) and specimen signature(s) of the official(s) authorized to sign Applications:</p> <p align="center">The World Bank 1818 H Street, N.W. Washington, DC 20433, USA Attention: Ms. Paloma Anós Casero, Director</p> <p><b>Applications:</b> Completed Applications for withdrawal, together with supporting documents, should be provided through the Bank’s Client Connection, web-based portal, following the instructions for electronic delivery. In the case the Recipient does not have internet access, the Bank may permit the delivery of Applications for withdrawal, together with supporting documents, to the following address:</p>					

Banco Mundial  
SCN Quadra 02, Lote A  
Ed. Corporate Financial Center, 7º andar  
70712-900, Brasília, D.F. – Brazil  
Attention: Loan Operations

*\*\* Sections and subsections relate to the “Disbursement Guidelines for Investment Project Financing”, dated February 2017.*

**Attachment 1 - Form of Authorized Signatory Letter**

[Letterhead]  
[Street address]

[DATE]

The World Bank  
1818 H Street, N.W.  
Washington, D.C. 20433  
United States of America

Attention: [Country Director]

**Re: Grant TF No.\_\_\_\_-BR**  
**[name of the Project]**

I refer to the Grant Agreement between the International Bank for Reconstruction and Development (the “World Bank”), acting as an implementing agency of the Global Environmental Facility, and [name of Recipient] (the “Recipient”), dated \_\_\_\_\_, providing the above Grant. For the purposes of Section 3.04 of the Standard Conditions as defined in the Agreement, any <sup>1</sup>[one] of the persons whose authenticated specimen signatures appear below is authorized on behalf of the Recipient to sign applications for withdrawal under this Grant.

For the purpose of delivering Applications to the World Bank, <sup>2</sup>[each] of the persons whose authenticated specimen signatures appears below is authorized on behalf of the Recipient, acting <sup>3</sup>[individually] <sup>4</sup>[jointly], to deliver Applications, and evidence in support thereof on the terms and conditions specified by the World Bank.

This confirms that the Recipient is authorizing such persons to accept Secure Identification Credentials (SIDC) and to deliver the Applications and supporting documents to the World Bank by electronic means. In full recognition that the World Bank shall rely upon such representations and warranties, including without limitation, the representations and warranties contained in the *Terms and Conditions of Use of Secure Identification Credentials in connection with Use of Electronic Means to Process Applications and Supporting Documentation* (“Terms and Conditions of Use of SIDC”), the Recipient represents and warrants to the World Bank that it will cause such persons to abide by those terms and conditions.

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<sup>1</sup> Instruction to the Recipient: Stipulate if more than one person needs to sign Applications, and how many or which positions, and if any thresholds apply. *Please delete this footnote in final letter that is sent to the Bank.*

<sup>2</sup> Instruction to the Recipient: Stipulate if more than one person needs to *jointly* sign Applications, if so, please indicate the actual number. *Please delete this footnote in final letter that is sent to the Bank.*

<sup>3</sup> Instruction to the Recipient: Use this bracket if any one of the authorized persons may sign; if this is not applicable, please delete. *Please delete this footnote in final letter that is sent to the Bank.*

<sup>4</sup> Instruction to the Recipient: Use this bracket only if several individuals must jointly sign each Application; if this is not applicable, please delete. *Please delete this footnote in final letter that is sent to the Bank.*

This Authorization replaces and supersedes any Authorization currently in the World Bank records with respect to this Agreement.

[Name], [position]            Specimen Signature: \_\_\_\_\_

[Name], [position]            Specimen Signature: \_\_\_\_\_

[Name], [position]            Specimen Signature: \_\_\_\_\_

Yours truly,

/ signed /

\_\_\_\_\_  
[Position]

## Attachment 2 - Statement of Expenditure

**BANCO INTERNACIONAL PARA RECONSTRUÇÃO E DESENVOLVIMENTO**  
Declaração de Gastos

PAGAMENTOS REALIZADOS NO PERÍODO DE:

\_\_\_\_\_ A \_\_\_\_\_

Os pagamentos apresentados foram efetuados durante o período retroativo? (SIM ou NÃO):

\_\_\_\_\_

As despesas apresentadas foram incorridas até a data de encerramento do Acordo Legal? (SIM ou NÃO):

\_\_\_\_\_

NO. EMPRÉSTIMO/DOAÇÃO:  
NO. PEDIDO:  
NO. CATEGORIA:  
NO. PAGINA:

1	2	3	4	5	6	7	8	9	10	11	12	13	14
Item No.	Nome do fornecedor/firma/consultor/beneficiário	Breve descrição da despesa	Código da despesa	Contrato Sujeito à revisão prévia (SIM ou NÃO)	Referência do contrato	Moeda do contrato	Valor Total do Contrato	Valor acumulado do contrato (incluído em SOEs anteriores)	Número da Fatura/NF/Recibo	Data do Pagamento	Valor Total do pagamento incluído nesse SOE	% Financiado pelo BIRD	Valor Financiado pelo BIRD (Col 12 X 13)
													0.00
													0.00
													0.00
													0.00
													0.00
													0.00
													0.00
													0.00
											<b>0.00</b>	<b>0.00</b>	

Documentos de Suporte para este SOE encontram-se arquivados na \_\_\_\_\_ (Informar o nome da Unidade de Implementação do Projeto) e mediante solicitação prévia serão disponibilizados para análise das missões do BIRD ou auditores designados para este fim.

**Instruções: Preparar uma Declaração de Gastos por categoria**

**Coluna 1:** Informar o número do item em sequência numérica.

**Coluna 2:** Informar o nome do fornecedor/firma/consultor/beneficiário.

**Coluna 3:** Fornecer uma breve descrição da despesa (exemplo: honorários dez/2015, consultoria, diárias, serviços de auditoria, etc).

**Coluna 4:** Identificar qual tipo de despesa foi realizada (exemplo: CS: consultoria / CW: obras / GO: bens / OP: gastos operativos / TR: treinamento / NCS: serviços de não-consultoria / SP: Subprojetos)

**Coluna 5:** Informar se o contrato foi submetido ou não à revisão prévia do Banco Mundial.

**Coluna 6:** Informar o número de referência do contrato

**Coluna 7:** Informar a moeda do contrato

**Coluna 8:** Informar o valor do contrato (na moeda que foi indicada na coluna 6)

**Coluna 9:** Informar o valor do contrato que já foi pago/incluído em SOEs anteriores.

**Coluna 10:** Informar o número da fatura/nota fiscal/recibo do fornecedor/firma/consultor/beneficiário.

**Coluna 11:** Informar a data do pagamento ao fornecedor/firma/consultor/beneficiário.

**Coluna 12:** Informar valor pago ao fornecedor/firma/consultor/beneficiário na moeda da fatura/recibo.

**Coluna 13:** Indicar o percentual de financiamento (de acordo ao estipulado no Acordo Legal)

**Coluna 14:** Cálculo do valor admissível para financiamento (resultado da multiplicação da coluna 12 por 13). Para os casos em que o percentual de financiamento seja 100%, os valores dessa coluna serão os mesmos apresentados na coluna 12.