



[Date]

[Name of the donor]

Subject: Request of Local Governments to strengthen your political and financial support
[you can further finetune the title depending on the context/event that constitutes the framework within which the letter is sent]

Dear Mr. /Ms. [name of the person the letter is addressed to]

I am writing to you in my position as Mayor of [name of your town] / President of [name of your association].

As you are well aware, local and regional authorities have been identified by the international community as crucial actors in development. Not only are they essential, accountable and democratic leaders and agents of local development for their communities, they also play a significant role as public actors for development in international cooperation.

Since its creation, the world organization of United Cities and Local Governments (UCLG) and its members have actively pursued the achievement of the Millennium Development Goals (MDGs), and are currently actively involved in the global post-2015 development debates and Habitat III urban agenda.

Today, communities of all sizes and especially cities, which host more than half of the world's population, require further recognition of their crucial role and request political and financial support to further advance the sustainable development agenda.

Against this background, and taking stock of the rich wealth of partnership experiences between local governments and their associations, UCLG has drafted a Policy Paper on Development Cooperation and Local Government¹. The paper assesses the strengths of and opportunities for local government development cooperation, describes the various models of intervention and looks at the need to continue creating innovative approaches and focusing on concrete tangible results and impact.

In view of the [please insert a brief explanation of the context/event/... which motivates this letter / and in light of your commitment to local government development cooperation (if this is the case for the donor addressed)], , I would like to bring your attention to some of the key messages outlined in the paper, which regard the donor community, as I believe that these are also relevant for [name of the donor]. These are:

1. The need to ensure that the voice of local and regional governments is represented in relevant dialogues about national and sectoral policies (e.g. health, education, decentralisation and state reform, etc.) as well as in the decision-making and implementation of programmes which you provide support to in partner countries.
2. The need to enhance dialogue and cooperation with Local Government Associations, as they play an increasingly important role as partners of national government in the

¹ http://www.cib-uclg.org/images/pdf/eng_book_web.pdf



planning and implementation of decentralisation processes and have the capacity to voice the needs and concerns of local governments.

3. The request to increase the volume of financial support targeting local and regional governments, and supporting decentralisation processes. Specifically, more support is required for local governments in lower income countries, to help their development activities.
4. Finally, and in light of the positive results and outcomes on the ground achieved by Local Government development cooperation, the need for more, better-targeted and better-funded programmes, including triangular and South-South cooperation from lower or income-level countries.

Most of these recommendations have also been underlined in the recent European Commission Communication on Local Authorities² and will also be subject of discussion during the 2014 UN Development Cooperation Forum.

Should you have the time, I would be very glad to meet with you personally in order to further elaborate on these messages as well as on the concrete measures that could be adopted to advance this important agenda. Kindly let me know the date and time that would be most suitable to your schedule.

I thank you in advance for your attention and look forward to having the opportunity to deepen this discussion.

Yours sincerely,

[Insert your name and title as Mayor of ... / President of National Local Governments Association]

² COM(2013) 280 “Empowering Local Authorities in partner countries for enhanced governance and more effective development outcomes”



[Date]

[Name of the government]

Subject: Request of Local Governments to strengthen your political support [you can further finetune the title depending on the context/event that constitutes the framework within which the letter is sent]

Dear Mr. /Ms. [name of the person the letter is addressed to]

I am writing to you in my position as Mayor of [name of your town] / President of [name of your association].

As you are well aware, local and regional authorities have been identified as crucial actors in development. Not only do they constitute essential, accountable and democratic leaders and agents of local development for their communities, they also play a significant role as public actors for development in international cooperation.

Since its creation, UCLG and its members have actively pursued the achievement of the Millennium Development Goals (MDGs) and have been actively involved in the Post 2015 debates and Habitat III agenda. Today, communities of all sizes and especially cities, which host more than half of the world's population, require further recognition of their crucial role and request political and financial support to further advance the sustainable development agenda.

Against this background, and taking stock of the rich wealth of partnership experiences between local governments and their associations, UCLG has drafted a Policy Paper on Development Cooperation and Local Government¹. The paper assesses the strengths of and opportunities for local government development cooperation, describes the various models of intervention and looks at the need to continue creating innovative approaches and focusing on concrete tangible results and impact.

In view of the [please insert a brief explanation of the context/event/... which motivates this letter], I would like to bring your attention to some of the key messages outlined in the paper, which regard national governments, as I believe they will be of your interest. These are:

1. The need to deepen the recognition of local governments as actors for development through their two-fold role as leaders and agents of development in the territory on the one hand, and their international partnerships and cooperation for development, on the other. In line with the principle of "democratic ownership" we strongly believe that local governments and their associations should be systematically be on board, through regular dialogue and consultation, when debating national and sectoral policies (e.g. health, education, decentralisation and state reform, etc.) that affect them and their

¹ <http://www.uclg-cisdp.org/sites/default/files/ENG%20book%20web.pdf>



2. The need to deepen the recognition of local development cooperation as a positive public policy, which requires the development and enforcement of supportive legal and institutional frameworks, allowing that local governments and their associations can take part in the decision-making processes around development policies that affect us and their communities.

We believe these frameworks should also enable local governments to lead and manage international cooperation programs, focusing on priorities relevant to them (e.g. strengthening their capacity, promoting local good governance, etc.)

3. The need to deepen dialogue and cooperation with Local Government associations, as they play an increasingly important role as partners of national government in the planning and implementation of decentralisation processes and have the capacity to voice the needs and concerns of local governments.
4. Finally, the request to use your capacity to influence international development policies, including aid and development effectiveness, which relate to local and regional governments.

Should you have the time, I would be very glad to meet with you personally in order to further elaborate on these messages as well as on the concrete measures that could be adopted to advance this important agenda. Kindly let me know the date and time that would be most suitable to your schedule.

I thank you in advance for your attention and look forward to having the opportunity to deepen this discussion.

Yours sincerely,

[Insert your name and title as Mayor of ... / President of National Local Governments Association]





[Date]

[Name of the government]

Subject: Request of Local Governments to strengthen your political and financial support
[you can further finetune the title depending on the context/event that constitutes the framework within which the letter is sent]

Dear Mr. /Ms. [name of the person the letter is addressed to]

I am writing to you in my position as Mayor of [name of your town] / President of [name of your association].

As you are well aware, local and regional authorities have been identified as crucial actors in development. Not only do they constitute essential, accountable and democratic leaders and agents of local development for their communities, they also play a significant role as public actors for development in international cooperation.

Since its creation, UCLG and its members have actively pursued the achievement of the Millennium Development Goals (MDGs) and have been actively involved in the Post 2015 debates and Habitat III agenda. Today, communities of all sizes and especially cities, which host more than half of the world's population, require further recognition of their crucial role and request political and financial support to further advance the sustainable development agenda.

Against this background, and taking stock of the rich wealth of partnership experiences between local governments and their associations, UCLG has drafted a Policy Paper on Development Cooperation and Local Government¹. The paper assesses the strengths of and opportunities for local government development cooperation, describes the various models of intervention and looks at the need to continue creating innovative approaches and focusing on concrete tangible results and impact.

In view of the [please insert a brief explanation of the context/event/... which motivates this letter], and in light of your commitment to local governments development cooperation, I would like to bring your attention to some of the key messages outlined in the paper which regard national governments, as I believe they will be in your interest. These are:

1. The need to deepen the recognition of local development cooperation as a positive public policy, which requires the development and enforcement of supportive legal and institutional frameworks, allowing local governments to unfold their potential to lead and manage international cooperation programs which focus on priorities relevant to their mandate (e.g. strengthening the capacity of local governments, promoting local good governance, etc.)

¹ <http://www.uclg-cisdp.org/sites/default/files/ENG%20book%20web.pdf>



2. Recognize the importance of strengthening Local Government Associations in partner countries, as they play an increasingly important role in the planning and implementation of decentralisation processes and are the body through which the needs and concerns of local governments can be voiced.
3. The request to increase the volume of financial support targeting local and regional governments, and supporting decentralisation processes. Specifically, more support is required for local governments in lower income countries, to foster their development.
4. Considering the positive results and outcomes on the ground achieved by local government development cooperation, the request for more, better-targeted and better-funded programmes, including triangular and South-South cooperation.
5. Finally, the request to use your capacity to influence international development policies, including aid and development effectiveness, which relate to local and regional governments.

Should you have the time, I would be very glad to meet with you personally, in order to further elaborate on these messages as well as on the concrete measures that could be adopted to advance this important agenda. Kindly let me know the date and time that would be most suitable to your schedule.

I thank you in advance for your attention and look forward to having the opportunity to deepen this discussion.

Yours sincerely,

[Insert your name and title as Mayor of ... / President of National Local Governments Association]



[Date]

[Name of the government]

Subject: Request to support the relevant role of Local Governments and their associations as actors for development [you can further finetune the title depending on the context/event that constitutes the framework within which the letter is sent]

Dear Mr. /Ms. [name of the person the letter is addressed to]

I am writing to you in my position as Mayor of [name of your town] / President of [name of your association].

As you are well aware, we local and regional authorities have been identified as crucial actors in development. Not only do we constitute essential, accountable and democratic leaders and agents of local development for our communities, we also play a significant role as public actors for development in international cooperation.

Since its creation, UCLG and its members have actively pursued the achievement of the Millennium Development Goals (MDGs) and have been actively involved in the Post 2015 debates and Habitat III agenda. Today, communities of all sizes and especially cities, which host more than half of the world's population, require further recognition of their crucial role and request political and financial support to further advance the sustainable development agenda.

Against this background, and taking stock of the rich wealth of partnership experiences between local governments and their associations, UCLG has drafted a Policy Paper on Development Cooperation and Local Government¹. The paper assesses the strengths of and opportunities for local government development cooperation, describes the various models of intervention and looks at the need to continue creating innovative approaches and focusing on concrete tangible results and impact.

In view of the [please insert a brief explanation of the context/event/... which motivates this letter], I would like to bring your attention to some of the key messages outlined in the paper which regard us, local governments and our associations, as I believe they will be in your interest. These are:

1. First and foremost, as local governments, we need to invest in our capacity development, to be able to perform the roles we have been entrusted with and deliver effective development and good governance in our territory.
2. We must also ensure that all our local government cooperation initiatives are not isolated and fragmented, but rather well coordinated and developed within the framework of country development strategies, which take into account the national socioeconomic, political and cultural context where they are implemented.

¹ <http://www.uclg-cisd.org/sites/default/files/ENG%20book%20web.pdf>



3. We also need to engage, particularly through our associations, in a dialogue with donors and national governments to ensure that the needs and concerns of our communities are clearly understood and supported.
4. What's more, we need to become an example of the multi-stakeholder development approaches that we call on for, and promote, genuinely and substantially, participatory development processes in our territories, to allow the full and rich diversity of the community voices to be heard.
5. Last but not least we need to explore and develop long-term partnerships with other development actors, including national governments, international organisations, civil society organisations and the private sector.

Should you have the time, I would be very glad to meet with you personally, in order to further elaborate on these messages as well as on the concrete measures that could be adopted to advance this important agenda. Kindly let me know the date and time that would be most suitable to your schedule.

I thank you in advance for your attention and look forward to having the opportunity to deepen this discussion.

[Insert your name and title as Mayor of ... / President of National Local Governments Association]

