



Call For Expression of Interest Legal Services – Attorney/Law Firm Consultant

Background

The Belize Fund for a Sustainable Future (Belize Fund) is a private conservation trust fund established, on March 8, 2022, through the Conservation Funding Agreement under the Blue Bonds to support government and non-government partners, focused on Belize's coastal and marine resources. The Belize Fund disburses grants to non-government partners involved in conservation efforts, scientific research, climate change adaptation activities and blue businesses. It also allocates funding to the Government of Belize to implement and achieve its conservation commitments. The Belize Fund works as a partner with the Government of Belize to ensure long-term sustainable financing for a resilient and vibrant blue economy for our country and people.

The Belize Fund is seeking qualified and independent legal representation to provide comprehensive professional legal services. We invite experienced Attorneys and Law Firms to express their interest in partnering with the Belize Fund to deliver strategic legal advice and representation aligned with Belize's governing laws.

Purpose of the EOI

This EOI aims to identify qualified legal professionals capable of delivering professional legal services and expert representation that support the Belize Fund's operations and mission. The successful legal representative will serve as a trusted advisor, providing strategic recommendations, sound counsel, and reliable support across all areas of the Fund's legal requirements.

Scope of Work

The Belize Fund requires legal representation and professional legal services in the following areas:

1. General legal advice and consultation on organizational matters
2. Contract review, drafting, and negotiation
3. Governance and compliance matters



4. Grant administration and management
5. Regulatory compliance and reporting
6. Representation before government agencies and authorities
7. Risk management and legal analysis
8. Litigation support and dispute resolution (if applicable)
9. Partnership and stakeholder agreement matters
10. Other specialized legal services as required to support the Belize Fund's mission

Requires Services

The successful legal representative(s) will be expected to provide:

- Timely, professional, and practical legal advice
- Quality contract preparation, review, and negotiation
- Legal research and analysis
- Compliance guidance and regulatory support
- Clear communication and accessible counsel
- Prompt response to legal inquiries and matters
- Professional documentation and record management
- Regular updates and reporting on legal matters as appropriate
- Representation and advocacy as needed
- Confidentiality and discretion in all matters

Engagement Terms

Initial engagement period: 3 Years commencing April 1, 2026

Fee Structure: The Belize Fund will consider proposals including monthly or annual retainer fees.

Legal Requirements and Standards

Applicants must:

- Hold a current, valid license to practice law in Belize for the past 10 years
- Maintain current professional liability insurance (E&O)
- Comply with all applicable professional and ethical standards
- Disclose any actual or potential conflicts of interest with the Belize Fund, its stakeholders, or partners
- Commit to maintaining confidentiality of all Belize Fund legal matters



- Meet all regulatory requirements for legal practice in Belize

Submission Requirements

1. A letter of interest explaining your interest in serving the Belize Fund and why your qualifications make you a suitable candidate
2. Brief description of your law practice, areas of specialization, size, and organizational structure
3. Team Information: names, qualifications, relevant experience, and background of attorneys who will service the Belize Fund's account
4. Relevant Experience: summary of similar engagements, relevant cases, and experience with conservation, grant-making, or trust organizations
5. Detailed pricing proposal and fee arrangements for services
6. Contact information for at least two (2) previous clients or professional references
7. Copy of current law license(s) and professional certifications
8. Professional Liability Insurance
9. Additional Supporting Materials: any other information supporting your application

Evaluation & Selection Process

Submissions will be evaluated based on the following criteria:

1. Relevant legal experience and expertise, particularly with conservation or grant-making organizations
2. Quality and qualifications of the proposed legal team
3. Understanding of the Belize Fund's mission, structure, and legal needs
4. Professional reputation, track record, and references
5. Proposed fee structure and value for services
6. Availability, responsiveness, and capacity to serve
7. Professional standing and current credentials

Submission Details

Deadline for Submission: March 31, 2026

Submission Method: via email

Submit to: jobs@belizefund.bz



Address to: Leandra Cho-Ricketts, Executive Director, Belize Fund for a Sustainable Future

All submissions must be received by the deadline. Late submissions will not be accepted.

Important Information

1. This Expression of Interest is non-binding for both parties
2. The Belize Fund reserves the right to reject any or all submissions without providing reasons
3. The Belize Fund reserves the right to request additional information from applicants
4. The Belize Fund reserves the right to modify engagement terms during negotiations with selected candidates
5. All information and documents submitted will be treated confidentially
6. Submission of an Expression of Interest does not guarantee an interview or engagement offer
7. The Belize Fund is committed to equal opportunity and welcomes applications from all qualified legal professionals

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