

To: Ms. Jennifer Topping  
Resident Coordinator  
Mozambique  
UNDP

Date: 18 March 2011

From: Ms. Sophie de Caen   
Director, MDG-F Secretariat

Subject: No-cost extension request: *"Strengthening the cultural and creative industries and inclusive policies in Mozambique"*  
Culture and Development Thematic Window

### **I. Approval Status**

We are pleased to inform you that, as per your request, the MDG-F Secretariat has granted the Joint Programme *"Strengthening the cultural and creative industries and inclusive policies in Mozambique"* a no cost extension of 4 months and 10 days. Thus, the new end date of the Joint Programme is 31 December 2011. Please note that this is a one-time only amendment intended to allow the Joint Programme to complete its activities and achieve its expected results. At this end date, the programme should be operationally closed, so that no new financial commitments are made, only outstanding payments. Any unspent funds within the agreed timeframe 31 December 2011 will have to be reimbursed to the MDG-F.

### **II. Recommendations**

We appreciate the submission of all relevant documentation and the steps initiated to ensure the sustainability of the programme interventions. We recognize the efforts of the team to strategically re-formulate the joint programme following the mid-term evaluation exercise, and the many achievements of the programme to date. We welcome the programme's renewed engagement with national counterparts to establish inclusive programme governance structures and relevant coordination mechanisms to implement the programme activities in a joint and complementary manner.

It is with great interest that we follow the strengthening of the communication and advocacy, and monitoring of the joint programme to optimize and consolidate achievements and development results. We would welcome in due course the preparation of the exit strategy to handover to the national counterparts and prepare for the operational closure of programme activities.

### **III. Monitoring and Reporting**

Quarterly color-coded annual work plans, and biannual monitoring reports should continue to be prepared and submitted to the MDG-F Secretariat. Along with the biannual monitoring report, you will be asked to update progress made on the improvement plan.

Please be reminded that the Joint Programme is responsible for conducting its final evaluation prior to the closure of the programme and sharing the final report with the MDG-F Secretariat. Further information on the closure of programmes will be available on the revised "MDG-F Joint Implementation Guidelines" which will be soon uploaded on the MDG-F website ([www.mdgf.org](http://www.mdgf.org)).

With best wishes,  
Sophie de Caen  
Director

CC:

Mr. Bisrat Aklilu, Executive Coordinator, Multi-Donor Trust Fund Office  
Mr. Tegegnetwork Gettu, Assistant Administrator and Director Bureau for Africa, UNDP New York  
Ms. Sigrid Kaag, Assistant Administrator and Director Partnerships Bureau, UNDP New York  
Ms. Deborah Landey, Director, United Nations Development Operations Coordinator Office (DOCO)  
MDG-F Secretariat

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