

To: Ms. Renata Lok-Dessallien  
Resident Coordinator  
UNDP  
China

Date: 25 May 2011

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

Subject: No-cost extension request: MDGF-1654 – “*Joint Programme Climate Change Partnership Framework*”  
Environment and Climate Change

## I. Approval Status

We are pleased to inform you that, as per your request, the MDG-F Secretariat has granted the Joint Programme “*Climate Change Partnership Framework*” a no cost extension until September 30, 2011. Please note that this is a one-time only amendment intended to allow the Joint Programme to complete its activities, achieve its expected results, and complete its administrative closure. 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 (30 September 2011) will have to be reimbursed to the MDG-F.

## II. 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. Please be reminded that each 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”, available at the MDG-F website ([www.mdgfund.org](http://www.mdgfund.org)).

We would highly appreciate it if you could forward this memo to all participating UN agencies to the joint programme, and each participating UN agency should forward the memo to their corresponding HQs.

With best wishes.

cc.:

Mr. Bisrat Aklilu, Executive Coordinator, Multi-Donor Trust Fund Office

Ms. Ajay Chhibber, Assistant Administrator and Director Bureau for Asia and the Pacific, UNDP, New York

Ms. Sigrid Kaad, Assistant Administrator and Director Partnerships Bureau, UNDP, New York

Ms. Deborah Landey, Director United Nations Development Operations Coordinator Office (DOCO)

MDG-F Secretariat

