

To: Mr. Eugene Owusu
UN Resident Coordinator
Ethiopia

Date: 30 November 2011

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



Subject: No-cost extension request: MDGF-1644 – *“Leave No Woman Behind”*
Gender Equality and Women’s Empowerment - 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 *“Leave No Woman Behind”* a no cost extension of 12 months. Thus, the new end date of the Joint Programme is 30 January 2013. 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 30 January 2013 will have to be disbursed 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.

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. Further information on the closure of programmes are available on the revised *“MDG-F Joint Implementation Guidelines”* uploaded on the MDG-F website (www.mdgfund.org).

With best wishes.

cc.:

Mr. Bisrat Aklilu, Executive Coordinator, Multi-Donor Trust Fund Office
Mr. Tegegnetwork Gettu, Assistant Administrator and Director Bureau for Arab States, UNDP, New York
Ms. Sigrid Kaag, Assistant Secretary Secretary-General and Assistant Administrator of the Bureau of External Relations and Advocacy, UNDP New York
Ms. Deborah Landey, Director, United Nations Development Operations Coordinator Office (DOCO)
MDG-F Secretariat