

To: Ms Kari Egge  
Resident Coordinator  
UNDP  
Namibia

Date: 10 May 2011

From: Ms. Sara Ferrer Olivella  
Officer-in-charge  
MDG-F Secretariat

Subject: No-cost extension request: Joint Programme MDGF-1799 "*Sustainable cultural Tourism in Namibia*"  
Culture and Development Thematic Window

Dear Ms. Egge,

## I. Approval Status

We are pleased to inform you that, as per your request, the MDG-F Secretariat has granted the Joint Programme "Sustainable Cultural Tourism" a no cost extension of approximately 10 months. Thus, the new end date of the Joint Programme is 31 December 2012 subject to the submission of the work plan covering the extension period. 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 2012 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 take note of the extensive consultations with regional and local authorities to ensure the ownership and success of programme interventions in the 11 pilot sites. We understand that on the basis of this renewed consensus with relevant sub-national stakeholders, the joint programme is ready to move forward and ensure the implementation of agreed activities. As mentioned above, we look forward to receiving the revised work plan to detail the planning process over year 3 plus the proposed 10 months of extension. Only upon submission of the complete work plan the approval of 31 December 2012, new end date for the joint programme will be granted. We encourage you to invest in communication and advocacy and develop a communication and advocacy plan to reach and capture experiences in the pilot sites and to facilitate internal and external communication among multiple partnerships. 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 is available on the revised “MDG-F Joint Implementation Guidelines” available at the MDG-F website ([www.mdgf.org](http://www.mdgf.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  
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  
Mr. Deborah Landey, Director, United Nations Development Operations Coordinator Office (DOCO)  
MDG-F Secretariat