

To: Mr. Maxwell Gaylard
UN Resident Coordinator
Occupied Palestinian Territory

Date: 13 February 2012

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



Subject: No-cost extension request: MDGF-1841 – “*Culture and Development in the Occupied Palestinian Territory*”- 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 “*Culture and Development in the Occupied Palestinian Territory*” a no cost extension of six (6) months and fifteen (15) days. Thus, the new end date of the Joint Programme is 30 September 2012. Please note that this is a one-time only extension 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 September 2012) will have to be reimbursed to the MDG-F.

II. Recommendations

It is recommended that the following aspects are taken into account:

- The team must make sure that the following tasks are completed during this final phase:
 - ✓ Systematization of lessons learned and participation in the ongoing knowledge management thematic initiative;
 - ✓ Follow up to key actions required to ensure sustainability (signature of MOUs, institutionalization of consultative mechanisms, etc.);
 - ✓ Bi-annual and final reporting and;
 - ✓ Support to the final evaluation, among others.

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. 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 is available on the revised “MDG-F Joint Implementation Guidelines” uploaded on the MDG-F website (www.mdgfund.org).

With best wishes.

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cc.:

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

MDG-F Secretariat