

To: Mr. Jorge Chediek
UN Resident Coordinator
Brazil

Date: 30 August 2012

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

Subject: Amendment to the amendment of the no-cost extension request: MDGF-1662 – “*Inter-Agency Programme for the Promotion of Gender and Ethnic-Racial Equality*”

I. Approval Status

We are pleased to inform you that, as per your request, the MDG-F Secretariat has granted a second amendment to the Joint Programme “*Inter-Agency Programme for the Promotion of Gender and Ethnic-Racial Equality*” no cost extension of fourteen (14) days. Thus the new end date of the joint programme is September 14, 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 (14 September 2012) 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.

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.

cc.:

Mr. Bisrat Aklilu, Executive Coordinator, Multi-Partner Trust Fund Office
Mr. Heraldo Muñoz, Assistant Administrator and Director Bureau for Latin America and the Caribbean, UNDP, New York
Ms. Sigrid Kaag, Assistant Secretary-General and Assistant Administrator of the Bureau of External Relations and Advocacy, UNDP New York
MDG-F Secretariat

MDG-F Secretariat, UNDP, 220 East 42nd Street, DN Bldg. – 2018, NY 10017-5806, USA

Tel: +1 (646) 781-4262

Email: mdgf.secretariat@undp.org • www.mdgfund.org