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4 June, 2013

Dear Ms. Gyles-McDonnough:

Approval of funding tranches for Barbados's HCFC Phase-out Management Plan, Stage-I

We are pleased to inform you that the following project components were approved for UNDP implementation, as part of the HCFC Phase-out Management Plan (HPMP) Stage-I, for Barbados, at the 69th Meeting of the Montreal Protocol MLF Executive Committee held in April 2013.

MLF Reference No.*	Project Title	Funding (US\$)
BAR/PHA/69/INV/21	HCFC Phase-out Management Plan, Stage I, First Tranche	\$50,000

* Please indicate these reference numbers in the cover sheet of the project document and in the ATLAS short project title

Background: This funding is approved in-principle by the MLF Executive Committee, to assist Barbados in complying with the 2013 and 2015 control measures for HCFCs under the Montreal Protocol and is subject to the provisions of the performance-based agreement between the MLF Executive Committee and Barbados (attached as Annex-II), comprising of annual/biennial HCFC consumption and phase-out targets. Approval of future funding tranches is contingent upon achievement of these targets, failing which Peru could be liable for penalty for non-compliance. Considering the performance-based nature of this programme, the project components would need to be implemented through performance-based agreements involving the beneficiary enterprises and/or the Government.

Implementation Modality: We are suggesting that this project be implemented through the National Implementation Modality (NIM).

Project Document Format: We are attaching herewith Barbados's HPMP Stage-I document as approved by the MLF Executive Committee (Annex-III). It is important to annex these documents, without any change, to the project document that will be signed between UNDP and the Government. No outputs, activities or inputs can be added or modified or deleted in the attached documents that were approved by the Executive Committee.

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Ms. Michelle Gyles-McDonnough
UN Resident Coordinator/UNDP Resident Representative
UNDP Barbados
Bridgetown, Barbados



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Entering the Budget into ATLAS: Your office is requested to enter the budget into ATLAS, using the Annual Work Plan table, attached. The Multilateral Fund guidelines do not give us flexibility to shift funds between specific budget categories. Please ensure that in view of the UNDP requirement for multi-year project budgeting, the total approved budget per the work plan table attached is entered in ATLAS for the current and future years as indicated. Authorized Spending Limits will not be issued where this action has not been taken.

Support Costs: The General Management Support Services (GMS) fee received by UNDP in relation to these projects is managed centrally at BDP-HQ, and should NOT be part of the project budget. In ATLAS, please therefore leave the F/A field % at zero. GMS at 3% covering management support rendered by your office will be credited directly to your XB income based on delivery. Implementation Support Services (ISS) should be charged to the project budget, following the 2004 UNDP guidelines on Cost Recovery using the Universal Price List. However, this can be applied only for services provided other than project management.

Government Counterpart: Just as a reminder, kindly note that the National Ozone Focal Point in your country is Rickardo Ward (e-mail rickardo.ward@barbados.gov.bb). While she/he may not be the one to sign the project document on behalf of the Government, kindly make sure that she/he is copied on all correspondence related to this project.

Over-Expenditures: We wish to remind you that over-expenditures are absolutely not allowed in Montreal Protocol projects. Please therefore ensure that total expenditures never exceed the total budget.

Based on the above, we request you to kindly finalize the project documentation and enter the proposal into ATLAS. Please inform Mr. Kasper Koefoed (Kasper.Koefoed@undp.org) using the “e-mail notification” feature within ATLAS. After this last clearance from us, you are then authorized to sign the project document on behalf of UNDP. Please do not send the budget to KK before the project document has been signed. Once the project document has been signed please send the total approved budget, including future years to Commitment Control and send a copy of the signed cover page and request for ASL to MPU.

Thank you very much for your partnership in the implementation of this important programme.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Suely Carvalho'.

Suely Carvalho, Ph.D.
Director, Montreal Protocol Unit/Chemicals
Environment and Energy Group
Bureau for Development Policy



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ANNEX-I
Total Project Work Plan and Budget

Award ID							
Project ID							
Project Title							
Executing Agency							
ATLAS Activity	Responsible Party	Source of funds	ATLAS Code	ATLAS Budget Description	2013	2014	Total
Activity 1: HCFC Phase-out Management Plan Stage-I	UNDP	63080	71200	International experts	TBD	TBD	TBD
	NOU	63080	71300	National consultants	TBD	TBD	TBD
	NOU	63080	72100	Contractual Services	TBD	TBD	TBD
	NOU	63080	74500	Miscellaneous (contingencies)	TBD	TBD	TBD
	NOU	63080	75700	Workshops	TBD	TBD	TBD
Grand Total:					\$20,000	\$30,000	\$50,000