

16/12/2021



UN Development Programme

Honduras - Tegucigalpa

Project: 00110454
Project Title: Spotlight Honduras
Start Year: 2018
End Year: 2022

Implementing Partner: UNDP

Responsible Parties: UNDP

Revision Type: General Revision 6

Budget (US\$) as of Last Revision on		
Donor	Fund	Amount
MPTF-SIF00	30000 Programme Cost Sharing	1,959,289.60
Total Budget (2021 and Beyond)		1,959,289.60
Total Utilization (2020 and Prior)		976,964.37
Project Total		2,936,253.97
Unprogrammed/Unfunded		0.00

Project Description:

La presente revisión presupuestaria del Proyecto "00110454" Spotlight Honduras se realiza con el propósito actualizar el presupuesto del 2021 de acuerdo al Plan de Trabajo ajustado y el traslado de saldos al año 2022.

Agreed by:

DocuSigned by:

982E2B2C923E4A9...

Reina Castillo

Oficial a Cargo PNUD

Fecha: 28-Dec-2021



Annual Work Plan

Honduras - Tegucigalpa

Project: 00110454
Project Title: Spotlight Honduras
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Output	Key Activities	Timeframe		Responsible Party	Planned Budget				
		Start	End		Fund	Donor	Budget Descr	Amount US\$	
00109393 Advance Spotlight	Lanzamiento Spotlight y LB	1/1/2019	31/12/2019	UNDP	30000	MPTF-SIF00	74500	Miscellaneous Expenses	36.91
				UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	2.63
TOTAL									39.54
00114411 Leyes y políticas públicas	Análisis de Brechas - RIA	1/4/2019	31/12/2020	UNDP	30000	MPTF-SIF00	72600	Grants	40,690.92
				UNDP	30000	MPTF-SIF00	74200	Audio Visual&Print Prod Costs	0.00
				UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	2,848.36
TOTAL									43,539.28
00114412 Fortalecimiento institucional	Actores nacionales	10/9/2018	31/12/2020	UNDP	30000	MPTF-SIF00	71200	International Consultants	7,560.00
				UNDP	30000	MPTF-SIF00	71300	Local Consultants	9,136.76
				UNDP	30000	MPTF-SIF00	71400	Contractual Services - Individ	13,600.00
				UNDP	30000	MPTF-SIF00	71600	Travel	0.00
				UNDP	30000	MPTF-SIF00	72500	Supplies	0.00
				UNDP	30000	MPTF-SIF00	74200	Audio Visual&Print Prod Costs	0.00
				UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	2,120.77
				UNDP	30000	MPTF-SIF00	75700	Training, Workshops and Confer	0.00
	Funcionarios claves	10/9/2018	31/12/2020	UNDP	30000	MPTF-SIF00	71200	International Consultants	40,069.16
				UNDP	30000	MPTF-SIF00	71300	Local Consultants	21,527.27
				UNDP	30000	MPTF-SIF00	71400	Contractual Services - Individ	5,919.37
				UNDP	30000	MPTF-SIF00	71500	UN Volunteers	71,991.00
				UNDP	30000	MPTF-SIF00	71600	Travel	1,236.93
				UNDP	30000	MPTF-SIF00	72100	Contractual Services-Companies	65,439.90
				UNDP	30000	MPTF-SIF00	72300	Materials & Goods	6,905.80
				UNDP	30000	MPTF-SIF00	72400	Communic & Audio Visual Equip	7,547.18
				UNDP	30000	MPTF-SIF00	72500	Supplies	66.50
				UNDP	30000	MPTF-SIF00	72800	Information Technology Equipm	250.42
				UNDP	30000	MPTF-SIF00	73400	Rental & Maint of Other Equip	1,140.28
				UNDP	30000	MPTF-SIF00	74200	Audio Visual&Print Prod Costs	13,406.41
UNDP	30000	MPTF-SIF00	74500	Miscellaneous Expenses	11,569.36				



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	Funcionarios claves	10/9/2018	31/12/2020	UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	17,562.15
				UNDP	30000	MPTF-SIF00	75700	Training, Workshops and Confer	3,818.21
	Mecanismos de coordinación	10/9/2018	31/12/2020	UNDP	30000	MPTF-SIF00	71300	Local Consultants	13,600.00
				UNDP	30000	MPTF-SIF00	71600	Travel	0.00
				UNDP	30000	MPTF-SIF00	72500	Supplies	0.00
				UNDP	30000	MPTF-SIF00	74200	Audio Visual&Print Prod Costs	0.00
				UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	952.00
				UNDP	30000	MPTF-SIF00	75700	Training, Workshops and Confer	0.00
	TOTAL								315,419.47
	00114413 Hotspots_Canasta de servicios	Instituciones relevantes	1/4/2019	31/12/2020	UNDP	30000	MPTF-SIF00	72100	Contractual Services-Companies
UNDP					30000	MPTF-SIF00	72600	Grants	44,950.95
UNDP					30000	MPTF-SIF00	75100	Facilities & Administration	4,456.28
TOTAL								77,467.33	
00114414 Gestión del datos	Actores claves	1/4/2019	31/12/2020	UNDP	30000	MPTF-SIF00	71300	Local Consultants	7,374.47
				UNDP	30000	MPTF-SIF00	71500	UN Volunteers	44,000.00
				UNDP	30000	MPTF-SIF00	72100	Contractual Services-Companies	0.00
				UNDP	30000	MPTF-SIF00	72500	Supplies	0.00
				UNDP	30000	MPTF-SIF00	72600	Grants	0.00
				UNDP	30000	MPTF-SIF00	74200	Audio Visual&Print Prod Costs	21,985.72
				UNDP	30000	MPTF-SIF00	74500	Miscellaneous Expenses	318.07
				UNDP	30000	MPTF-SIF00	74700	Transport, Shipping and handle	626.36
				UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	5,342.40
				UNDP	30000	MPTF-SIF00	75700	Training, Workshops and Confer	2,015.45
	Datos de calidad	1/4/2019	31/12/2020	UNDP	30000	MPTF-SIF00	71400	Contractual Services - Individ	18,992.33
				UNDP	30000	MPTF-SIF00	72100	Contractual Services-Companies	0.00
				UNDP	30000	MPTF-SIF00	72500	Supplies	0.00
				UNDP	30000	MPTF-SIF00	72600	Grants	0.00
				UNDP	30000	MPTF-SIF00	74200	Audio Visual&Print Prod Costs	0.00



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	Datos de calidad	1/4/2019	31/12/2020	UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	1,329.46	
				UNDP	30000	MPTF-SIF00	75700	Training, Workshops and Confer	0.00	
TOTAL									101,984.26	
00115176	Gestión de Proyecto	Asegurada la implementación	1/4/2019	31/12/2020	UNDP	30000	MPTF-SIF00	61200	Salaries Costs - GS Staff	6,042.90
					UNDP	30000	MPTF-SIF00	62200	Recur Payroll Costs-GS Staff	2,091.00
					UNDP	30000	MPTF-SIF00	63500	Insurance and Security Costs	851.49
					UNDP	30000	MPTF-SIF00	64200	Staff Mgmt Costs - GS Staff	75.35
					UNDP	30000	MPTF-SIF00	64300	Staff Mgmt Costs - IP Staff	3,824.67
					UNDP	30000	MPTF-SIF00	65100	After Service Insurance	689.26
					UNDP	30000	MPTF-SIF00	71300	Local Consultants	9,328.12
					UNDP	30000	MPTF-SIF00	71400	Contractual Services - Individ	158,840.32
					UNDP	30000	MPTF-SIF00	71600	Travel	1,462.43
					UNDP	30000	MPTF-SIF00	72400	Communic & Audio Visual Equip	23,028.77
					UNDP	30000	MPTF-SIF00	72800	Information Technology Equipm	62.60
					UNDP	30000	MPTF-SIF00	73100	Rental & Maintenance-Premises	11,817.48
					UNDP	30000	MPTF-SIF00	74200	Audio Visual&Print Prod Costs	5,200.00
					UNDP	30000	MPTF-SIF00	74500	Miscellaneous Expenses	345.65
					UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	15,951.11
					UNDP	30000	MPTF-SIF00	75700	Training, Workshops and Confer	4,213.01
TOTAL									243,824.16	
GRAND TOTAL									782,274.04	



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		Start	End		Fund	Donor	Budget Descr	Amount US\$	
00114412 Fortalecimiento institucional	Actores nacionales	10/9/2018	31/12/2020	UNDP	30000	MPTF-SIF00	71200	International Consultants	8,330.86
				UNDP	30000	MPTF-SIF00	71300	Local Consultants	30,000.00
				UNDP	30000	MPTF-SIF00	71400	Contractual Services - Individ	13,400.00
				UNDP	30000	MPTF-SIF00	71600	Travel	10,030.00
				UNDP	30000	MPTF-SIF00	72600	Grants	30,000.00
				UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	6,881.87
	Funcionarios claves	10/9/2018	31/12/2020	UNDP	30000	MPTF-SIF00	71200	International Consultants	10,500.00
				UNDP	30000	MPTF-SIF00	71300	Local Consultants	59,570.61
				UNDP	30000	MPTF-SIF00	71400	Contractual Services - Individ	22,177.65
				UNDP	30000	MPTF-SIF00	71500	UN Volunteers	43,500.00
				UNDP	30000	MPTF-SIF00	71600	Travel	1,794.45
				UNDP	30000	MPTF-SIF00	72400	Communic & Audio Visual Equip	2,841.12
				UNDP	30000	MPTF-SIF00	72500	Supplies	1,208.38
				UNDP	30000	MPTF-SIF00	73400	Rental & Maint of Other Equip	3,130.68
				UNDP	30000	MPTF-SIF00	74200	Audio Visual&Print Prod Costs	3,600.00
				UNDP	30000	MPTF-SIF00	74500	Miscellaneous Expenses	1,602.95
				UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	11,584.25
				UNDP	30000	MPTF-SIF00	75700	Training, Workshops and Confer	681.01
	Mecanismos de coordinación	10/9/2018	31/12/2020	UNDP	30000	MPTF-SIF00	71300	Local Consultants	60,770.36
				UNDP	30000	MPTF-SIF00	74200	Audio Visual&Print Prod Costs	5,307.00
				UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	4,765.42
				UNDP	30000	MPTF-SIF00	75700	Training, Workshops and Confer	2,000.00
	TOTAL								333,676.61
	00114413 Hotspots_Canasta de servicios	Instituciones relevantes	1/4/2019	31/12/2020	UNDP	30000	MPTF-SIF00	74200	Audio Visual&Print Prod Costs
UNDP					30000	MPTF-SIF00	75100	Facilities & Administration	83.42
TOTAL								1,275.20	
00114414 Gestión del datos	Actores claves	1/4/2019	31/12/2020	UNDP	30000	MPTF-SIF00	71300	Local Consultants	27,687.11
				UNDP	30000	MPTF-SIF00	71500	UN Volunteers	54,335.00



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		Start	End		Fund	Donor	Budget Descr	Amount US\$		
	Actores claves	1/4/2019	31/12/2020	UNDP	30000	MPTF-SIF00	72100	Contractual Services-Companies	190,748.92	
				UNDP	30000	MPTF-SIF00	72600	Grants	139,517.44	
				UNDP	30000	MPTF-SIF00	74200	Audio Visual&Print Prod Costs	21,786.13	
				UNDP	30000	MPTF-SIF00	74500	Miscellaneous Expenses	200.00	
				UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	30,783.14	
				UNDP	30000	MPTF-SIF00	75700	Training, Workshops and Confer	5,484.55	
	Datos de calidad	1/4/2019	31/12/2020	UNDP	30000	MPTF-SIF00	71300	Local Consultants	9,000.00	
				UNDP	30000	MPTF-SIF00	71400	Contractual Services - Individ	16,293.73	
				UNDP	30000	MPTF-SIF00	72100	Contractual Services-Companies	0.00	
				UNDP	30000	MPTF-SIF00	72500	Supplies	1,000.00	
				UNDP	30000	MPTF-SIF00	72600	Grants	116,988.95	
				UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	10,344.79	
				UNDP	30000	MPTF-SIF00	75700	Training, Workshops and Confer	4,500.00	
				TOTAL						
00115176	Gestión de Proyecto	Asegurada la implementación	1/4/2019	31/12/2020	UNDP	30000	MPTF-SIF00	61200	Salaries Costs - GS Staff	10,141.64
					UNDP	30000	MPTF-SIF00	64300	Staff Mgmt Costs - IP Staff	4,000.00
					UNDP	30000	MPTF-SIF00	71300	Local Consultants	12,000.00
					UNDP	30000	MPTF-SIF00	71400	Contractual Services - Individ	141,322.74
					UNDP	30000	MPTF-SIF00	71600	Travel	2,001.34
					UNDP	30000	MPTF-SIF00	72400	Communic & Audio Visual Equip	13,853.68
					UNDP	30000	MPTF-SIF00	73100	Rental & Maintenance-Premises	7,269.00
					UNDP	30000	MPTF-SIF00	74200	Audio Visual&Print Prod Costs	7,954.10
					UNDP	30000	MPTF-SIF00	74500	Miscellaneous Expenses	891.13
					UNDP	30000	MPTF-SIF00	75100	Facilities & Administration	13,960.36
TOTAL										213,393.99
GRAND TOTAL										1,177,015.56

Dora Gabriela Matamoros Velasquez

De: Dina Salinas
Enviado el: martes 21 de diciembre de 2021 12:22
Para: Dora Gabriela Matamoros Velasquez; Tania Martinez
CC: Maria D Castro
Asunto: RE: Revisión Presupuestaria Spotlight - Refase de saldos al año 2022

Adelante Dorita con las firmas.
Reina estaría firmando como Oficial a Cargo.

Saludos
Dina

From: Dora Gabriela Matamoros Velasquez <dora.matamoros@undp.org>
Sent: Wednesday, December 15, 2021 9:15 PM
To: Dina Salinas <dina.salinas@undp.org>; Tania Martinez <tania.martinez@undp.org>
Cc: Maria D Castro <maria.castro@undp.org>
Subject: Revisión Presupuestaria Spotlight - Refase de saldos al año 2022
Importance: High

Estimada Dina y Tania:

Espero se encuentre bien.

He realizado la revisión presupuestaria para el refase de los saldos al año 2022 del "00110454" Proyecto Spotlight, se adjunta Caratula y AWP.

Algunas consideraciones para la revisión:

1. En el output 00114414 quedarán un registro en negativo en el gasto porque son los fondos que el Centro Regional devolvió del Acuerdo.
2. Hay pendientes reversiones en los Outputs que entiendo que Angelica estará realizando en esta semana.

Adicionalmente, adjunto correo donde hasta el jueves 9 de diciembre recibimos la autorización del Refase de los fondos de la Fase I al año 2022.

Muchas gracias,

Saludos,

From: Teresa Benito Lopez <teresa.benito@un.org>
Sent: jueves 09 de diciembre de 2021 15:56
To: Milica Turnic <milica.turnic@one.un.org>; Marianne Mara Foulah <marianne.mara.foulah@one.un.org>; Teemar Kidane <teemar.kidane@one.un.org>; Maya Soma <maya.soma@one.un.org>; sadiku@unfpa.org; Hadiza Aminu <hadiza.aminu@one.un.org>; Luta Shaba <luta.shaba@one.un.org>; Pat Made <pat.made@one.un.org>; Nuria Pena <nuria.pena@one.un.org>; Yolanda Villar <yolanda.villar@undp.org>; Rosibel Gomez <rosibel.gomez@one.un.org>;

francisco.camarena@unwomen.org; michelle.silva@unwomen.org; leah.tandeter@unwomen.org

Cc: Jessica Braver <jessica.braver@un.org>; camilo.duplat@un.org; sergio.aguinadaarevalo@un.org; francisco.garcia@un.org; Mara Flores <mara.flores@one.un.org>; margaret.gulavic@un.org; bonnel@un.org; francis.negue@un.org; carlos.dinis@un.org; ladouceur2@un.org; ernest.mutanga@un.org; tatsuhiko.furumoto@un.org; tenu.avafia@un.org; alessandra.roccasalvo@un.org; Erin Kenny <erin.kenny@un.org>; Philippe Lust-Bianchi <philippe.lustbianchi@un.org>; Aristide Amougou <aristide.amougou@undp.org>; lauren.stricker@un.org; martinl@un.org; Min Sun Kim <min.kim2@un.org>; Maria Belen Iturralde <maria.iturralde@un.org>; Pierre Pascal Bardoux-Chesneau <pierre.bardoux@undp.org>; Ganesh Ramachandran <ganesh.ramachandran@undp.org>; Andrei Dementiev <andrei.dementiev@undp.org>

Subject: Spotlight Initiative // unspent Phase I roll over passed 31 Dec 2021

Importance: High

Dear Spotlight Coordinators,

Warm greetings from the Spotlight Secretariat. We hope this message finds you well in this busy time of the year end.

Based on the Q3 2021 financial delivery information we have at hand and various communications from country programmes, the Secretariat has been made aware that several programmes will not reach 100% execution of Phase I funding by December 2021. Therefore, and further to the carry-over communication shared last April 2021 (see below), we would like to confirm that **unspent Phase I funds may be rolled over beyond December 2021**. Kindly note that it is expected that programmes will complete any pending phase I elements as soon as possible.

We ask that concerned programmes contact the Secretariat to briefly present what elements from phase I will be pending implementation passed 31 December 2021 and the estimated amount of funds to be carried over. Kindly direct the information to our new Secretariat colleague Aris Amougou aristide.amougou@undp.org with cc to Min Sun Kim min.kim2@un.org and myself.

This is applicable to all Latin America and Africa Programmes with the exception of Ecuador and the Africa Regional Programme that have a different timeframe of implementation.

Aris will be in touch in the second week of January with all programmes to confirm the status on this matter if we have not heard back.

Should you have any further questions, we are happy to be at your disposal.

Warm regards,

Teresa

Teresa Benito Lopez
Fund Coordination Manager



Spotlight Initiative
Secretariat, New York
t: +1 212 906 6815
m: +1 718 414 9256
e: teresa.benito@un.org

spotlightinitiative.org



From: Alessandra Roccasalvo <alessandra.roccasalvo@un.org>

Sent: Tuesday, April 6, 2021 12:46 PM

To: Niels Scott <scott2@un.org>; Mbaranga Gasarabwe <gasarabwe@un.org>; Maria Torres Macho <torres8@un.org>; Edward Matthew Kallon <edward.kallon@un.org>; Maria Manuel Gomes Do Valle Ribeiro <ribeiro6@un.org>; Roberto Gabriele Valent <roberto.valent@un.org>; Alice Shackelford <alice.shackelford@un.org>; Peter Grohmann <peter.grohmann@un.org>; Louise Aubin <louise.aubin@un.org>; Birgit Gerstenberg <erika.gerstenberg@un.org>; Rosa Malango <rosa.malango@un.org>; Myrta Kaulard <myrta.kaulard@un.org>

Cc: Valeria Serafinoff [ONE UN] <valeria.serafinoff@one.un.org>; Yolanda Villar <yolanda.villar@one.un.org>; Rosibel Gomez [ONE UN] <rosibel.gomez@one.un.org>; maria mesta [ONE UN] <maria.ines.mesta@one.un.org>; Jessica Braver <jessica.braver@un.org>; Camilo Duplat <camilo.duplat@un.org>; Sergio Aguinada <Sergio.Aguinada@one.un.org>; Francisco Garcia <francisco.garcia@un.org>; Chenchu Gyalmo Dorjee <chencho.dorjee@one.un.org>; Marianne Mara Foulah <marianne.mara.foulah@one.un.org>; Teemar Kidane [ONE UN] <teemar.kidane@one.un.org>; Laura Lambo <laura.lambo@one.un.org>; sadiku@unfpa.org <sadiku@unfpa.org>; Hadiza Aminu [ONE UN] <hadiza.aminu@one.un.org>; Luta Shaba <luta.shaba@undp.org>; Pat Made [UNWOMEN] <pat.made@unwomen.org>; Margaret Gulavic <margaret.gulavic@one.un.org>; Max Bonnel <bonnel@un.org>; Francis Negue <francis.negue@un.org>; Carlos Dinis <carlos.dinis@un.org>; Daniel LADOUCEUR <ladouceur2@un.org>; Ernest Mutanga <ernest.mutanga@un.org>; Tatsuhiko Furumoto <tatsuhiko.furumoto@un.org>; Tenu Avafia <tenu.avafia@un.org>; Erin Kenny <erin.kenny@un.org>; Philippe Lust-Bianchi <philippe.lustbianchi@un.org>; Heran Ayele <heran.ayele@un.org>; Teresa Benito Lopez <teresa.benito@un.org>; Koye Adeboye <koye.adeboye@un.org>; Laura Martin <martinl@un.org>; Lauren Stricker <lauren.stricker@un.org>; Katrina Kalcic <katrina.kalcic@undp.org>; Min Sun Kim <minsun.kim@undp.org>; Azeen Sheikmiri <azeen.sheikmiri@undp.org>; Maria Belen Iturralde <maria.iturralde@undp.org>; Pierre Pascal Bardoux-Chesneau <pierre.bardoux@undp.org>; Andrei Dementiev <andrei.dementiev@undp.org>; Lula Sherif <lula.sherif@undp.org>; Nahla Valji <valji@un.org>

Subject: RE: Spotlight Initiative //Update on Phase II process

Dear Resident Coordinators,

In follow up to my last email, please find below two additional points relevant to the planning for Phase II of Spotlight Initiative in your respective countries.

While we are still in the process of finalizing the mid-term reviews for your programmes **we are confident that based on the acceleration of delivery in these past months the majority will continue implementation of Spotlight Initiative into Phase II** in the next quarter. As such we would like to share the following relevant information to facilitate planning.

Specifically:

1. The Secretariat can confirm that all countries going forward into Phase II will have the full 30% allocation disbursed to you. We will be confirming the amounts for each country programme with your Spotlight Coordinators directly,
2. Phase I budget should be fully expended by 30 June 2020 as noted. However if there is small carry-over into the second half of the year, it is critical that all Phase I funds are expended at the very latest by end of the fiscal year, 21 December 2021. There will be no carry-over into 2022 authorised.

Spotlight Initiative Coordinators have been invited to webinars this week, to answer any questions there might be on the programme and budget submission for Phase II are due on 1 May. We are aware that the timelines are tight and hope that these steps allow for planning to begin immediately. The tight turnover will ensure that formal programme approvals are happening in May/ June.

Thank you very much for your cooperation and continued engagement – and we look forward to sharing more information on the upcoming Operational Steering Committee which will make final decisions on Phase 2 shortly.

With best regards,
Alessandra

From: Alessandra Roccasalvo

Sent: Tuesday, March 23, 2021 4:53 PM

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Subject: Spotlight Initiative //Update on Phase II process

Dear Resident Coordinators,

Greetings from New York. I hope this email finds you well.

As we approach the end of Phase I of Spotlight Initiative Programmes in Latin America and Africa (extended until 30 June 2021), we would like to share important information on where we stand to support Spotlight Initiative teams in the ongoing planning of phase II.

The mid-term assessment (MTA) is now nearly completed and we would like to take a moment to thank you and your teams for the support to this exercise that has been successfully undertaken at a particularly challenging time. We are pleased to report that overall the assessment is showing Spotlight Initiative programmes are sound and yielding very positive results. Let's take a moment to celebrate that and note that the assessments point out at the close engagement of Resident Coordinators as a critical success factor.

The Phase II will be approved by the **Operational Steering Committee in two steps**. This solution was chosen to provide country programmes with greater planning security as well as allow for more time in engaging with stakeholders and finalizing the respective documents. **Firstly, in late April, the OSC will take a principal decision on approving programmes moving onto Phase II**, which will happen on the basis of the respective MTA results. **Secondly, in June [or earlier] the Phase II programme and respective financial envelope will be approved**. The existing Country or Regional Programme Document will remain the key reference document.

For your Phase II proposal we will ask for a **brief narrative** (4-5 pager, template attached) including a context update and to highlight the key focus areas for Phase II. This brief narrative will be accompanied by **a proposed budget** (template will be shared directly with the Spotlight Initiative Coordinators) to be submitted by **1 May 2021 or earlier if possible** in order to ensure a timely approval prior to the completion of phase I. The overall budgeting principles remain the same as for phase I and are broken down in the Phase II Budget Guidance Note (attached). We would like to bring your attention to the fact that we have updated the definition of the Programme Management Costs (still limited to 18%) to allow for technical staff to be budgeted across the outcome costs and therefore facilitate the adequate resourcing of Spotlight teams for Phase II. We hope this alleviates some of the pressures.

Based on the quality of the submitted proposal, the MTA results, as well as the implementation rate, the **Operational Steering Committee will make a decision on the Phase II programme allocation in June 2021**. Please feel free to plan with the envelope that was originally indicated for your respective countries [30% of the overall investment amount]. There is a slim possibility that this might be revised down for some countries based on the decision of the OSC. Should this happen, we will work with you to make the necessary adjustments. We are aware that this is suboptimal, we apologise for this.

We will be available to the Spotlight teams with further support on the Phase II proposal as needed.

With best regards,
Alessandra



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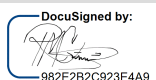
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