



27 May 2008

Dear Mr. Kacou,

Subject: Project approved at the 54th Executive Committee Meeting – Montreal Protocol.

We are pleased to inform you that the following project was approved for Nigeria at the 54th Meeting of the Executive Committee of the Multilateral Fund, held in April 2008 in Montreal. The project was approved as an extension of the previous phases of the same project.

MLF Reference*	Short Title	US\$
NIR/SEV/54/INS/118	Extension of Institutional Strengthening Phase V	260,000

Note*: Please indicate this reference number in the cover sheet of the project document and in the ATLAS short project title.

Please find the following important clarifications related to this project:

1. Implementation Modality. We are suggesting that this project will be implemented through the NEX modality.

2. Project Document Format. We are attaching herewith the documentation that was approved by the Executive Committee. Apart from small changes and the addition of a signature page, no outputs, activities or inputs can be added, modified or deleted in the attached documents that were approved by the Executive Committee. If changes are found to be needed, this may be done in a subsequent project revision after consultation with this office.

3. Entering the Budget into ATLAS. Your office is requested to enter the budget into ATLAS, using the Annual Work Programme Table that is provided in annex 1 to this letter. The Multilateral Fund guidelines do not give us flexibility to shift funds between specific budget categories.

4. Support Cost. 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, covering management support rendered by your office, will be credited directly to your XB income at 3% based on delivery. Implementation Support Services (ISS) should be charged to the project budget, following the 2004 UNDP guidelines on Cost Recovery Policy (including use of the Universal Price List). This would have to be applied for services provided other than project management

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Mr. Alberic Kacou
Resident Representative
UNDP Nigeria

5. Government Counterpart. Just as a reminder, kindly note that the National Ozone Focal Point in your country is Mr. A. K. Bayero, National Ozone Officer, Federal Ministry of Environment, Abuja, Nigeria (kasimubayero@yahoo.com) While he may not be the one to sign the project document on behalf of the Government, kindly make sure that he is copied on every correspondence related to this matter.

6. 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 budget total.

More information on these decisions can be obtained from the National Ozone Focal Point.

Based on the above points, kindly finalize the project documentation and enter the proposal into ATLAS. Please inform Mr. Jacques Van Engel using the "email 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 budget to "Commitment Control" and send a copy of the cover page and request for ASL to MPU (Ms. Loise Nganga, loise.nganga@undp.org).

Thank you very much for your important partnership in the implementation of this programme. Elimination of Ozone Depleting Substances constitutes one of the Service Lines under UNDP's "Energy and Environment for Sustainable Development" Practice.

Yours sincerely,



Dr. Suely Carvalho, Chief
Montreal Protocol Unit
GEF PTA - Chemicals
Energy and Environment Group
Bureau for Development Policy

== ANNEX 1 ==

Budget to be Entered into ATLAS

Country: Nigeria

Business Unit: NGA10

Short Title: NIR/SEV/54/INS/118 – Institutional Strengthening Phase V

Long Title: NIR/SEV/54/INS/118 – Extension of Institutional Strengthening Phase V

BL	Activity	Budget Category	Description	TOTAL	2008	2009	Account	Dept ID	Oper Unit	Fund	Impl Agency	Donor ID
10	ACTIVITY1	EQUIP	Equipment	20,000	20,000	0	72200	tbd	NGA	63030	Tbd	10009
20	ACTIVITY1	PERLOC	National Consultant	10,000	5,000	5,000	71300	tbd	NGA	63030	Tbd	10009
30	ACTIVITY1	SERCT	Public Awareness	100,000	50,000	50,000	72100	tbd	NGA	63030	Tbd	10009
40	ACTIVITY1	TRAV	Travel	100,000	50,000	50,000	71600	tbd	NGA	63030	Tbd	10009
50	ACTIVITY1	SERCT	Operational Costs	30,000	15,000	15,000	72100	tbd	NGA	63030	Tbd	10009
				260,000	140,000	120,000						

Tbd = to be determined at the CO