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Resilient nations.*

22 January 2015

Dear Mr. Beyai,

Subject: Project approved at the 73rd Meeting of the Executive Committee of the Multilateral Fund for the Implementation of the Montreal Protocol

We are pleased to inform you that the following project was approved for Nigeria at the 73rd Meeting of the Executive Committee of the Montreal Protocol held in November 2014.

MLF Reference No.*	Project Title	Funding (US\$)
NGA/SEV/73/INS/141	Extension of institutional strengthening project phase VIII: 12/2014-11/2016	\$260,000

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

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

2. Project Document Format: We are attaching herewith the Nigeria renewal request as approved. It is important to annex this document, 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 document that was approved by the Executive Committee.

3. Entering the Budget into ATLAS: Your office is requested to enter the budget into ATLAS, using the Annual Work Plan table, attached. Please note the Multilateral Fund guidelines do not give us flexibility to shift funds between specific budget categories. In line with the UNDP requirement for multi-year project budgeting, please ensure the total approved budget per the work plan table 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.

4. Further Budget Revisions: In case there is a need to shift funds between budget categories, you would have to consult with the MPU/Chemicals' representative in Istanbul, Mr. Etienne Gonin (etienne.gonin@undp.org), as in certain cases, the Multilateral Fund will have to be consulted prior to approving of such shifts.

5. Support Costs: The General Management Support Services (GMS) fee received by UNDP in relation to these projects is managed centrally at BPPS-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. Direct Project Costs (DPC) formerly, Implementation Support Services (ISS) may be charged to the project budget, using the Universal Price List. However, this can be applied only for services provided other than project management.

Mr. Pa Lamin Beyai
Country Director
UNDP Abuja, Nigeria

cc: Mr. Abdoulaye Mar Dieye, Assistant Administrator and Bureau Director RBA



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6. Government Counterpart: Just as a reminder, kindly note that the National Ozone Focal Point in your country is Mr. Abdul Kazeem Bayero (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 all correspondence related to this project.

7. 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/ project in ATLAS. Once the project document is signed, please send an electronic copy to the MPU/Chemicals' representative in Istanbul Mr. Etienne Gonin (etienne.gonin@undp.org) with a request for ASL and send the budget to KK.

Thank you very much for your important partnership in the implementation of this programme, which will fall under the UNDP Strategic Plan 2014-2017 IRRF Indicator 1.1.3 (Number of **schemes** which expand and diversify the **productive base** based on the use of **sustainable production technologies**)

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Jacques Van Engel', written over a blue horizontal line.

Jacques Van Engel
Director, Montreal Protocol Unit/Chemicals
Sustainable Development Cluster
Bureau for Policy and Programme Support



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Attachment: Annual Work Plan

Project Title: Extension of institutional strengthening project phase VIII: 12/2014-11/2016

Short Project Title: NGA/SEV/73/INS/141

MLF Outcome / Atlas Activity	Responsible Party	Source of Funds	ERP/ Atlas Budget Description		2015	2016	Total (USD)	Department Code	Oper Unit	Fund Code	Imp Agency	Donor ID
			Activiy 1: Institutional Strengthening	Federal Ministry of Environment	MLF	71300	Local Consultants	10,000	10,000	20,000	tbd	tbd
72200	Equipment	5,000				5,000	10,000	tbd	tbd	63030	tbd	10009
71600	Travel	38,000				38,000	76,000	tbd	tbd	63030	tbd	10009
72100	Sub-contracts	70,000				70,000	140,000	tbd	tbd	63030	tbd	10009
75700	Conferences, Workshops	7,000				7,000	14,000	tbd	tbd	63030	tbd	10009
Subtotal Activity 1								130,000	130,000	260,000		