



File: PRO
Reference No.: 2023/484

21 November 2023

Dear Ms. Maximova,

Subject: Request for a no-cost extension of the “Graduation Based Social Protection (GBSP)” Project

Reference is made to the “Graduation Based Social Protection (GBSP) Project, ID:00115245”. The United Nations Development Programme (UNDP) in Cambodia is hereby requesting a no-cost extension for an additional four months until 31 March 2024 for the project “Graduation Based Social Protection (GBSP)”.

One of the main reasons for the project extension is the need for extra time to smoothly complete the implementation of the project. Based on the positive results of the implementation, the project was entrusted by the Ministry of Economy and Finance through the General Secretariat for National Social Protection with an additional resource of USD200,000 to complete the activities including the continued provision of guidance and support to the project’s participating household, the capacity building to the Sub-National Administration (SNA) and the development of the M&E system.

Although the project has made significant results, it will not be able to complete the remaining activities by November 2023 due to delays in the project’s activities implementation. The key deliverables that could not be completed on time and in good quality by 30 November include:

- **Endline survey:** this activity needs at least 3 months to complete as it will involve field data collection, verification and analysis. The project team is preparing the procurement document and through the competitive process, we expect that the service provider can be on board in December. Therefore, the completion of the survey and the finalization of the report is expected in February 2024 soonest;
- **M&E tool for GBSP:** ToR is being developed. The assignment can be completed by the end of December 2023;

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Ms. Anastasia Maximova
Russia-UNDP Trust Fund Manager OiC
Russia Federation-UNDP Trust Fund For Development

United Nations Development Programme

- **Capacity building to Sub-national administration (SNAs):** to continue improving the capacity of SNA, the project will provide mentoring and coaching sessions to them. A user-friendly coaching and mentoring methodology guidance for sub-national administration will be developed. This activity needs to be completed by January 2024; and
- **Final project board meeting** is expected to take place in February or March 2024 to present all the final products of the GBSP, the results of the terminal evaluation and the endline survey to the project board as well as to formally close the GBSP pilot project.

Based on the abovementioned reasons, the implementation of the project is expected to exceed the original end date (30 November 2023). Thus, a no-cost extension of the project duration of four months is needed to smoothly implement all the envisaged activities and successfully finalize the project. With this, we would like to kindly ask you to consider granting us a no-cost extension until 31 March 2024. This no-cost extension would not incur any additional cost for the Russian Federation – UNDP Trust Fund for Development. The proposed extension was consulted with the project board and the extension request was approved (the minutes of the virtual project board approval is attached).

I hope the justifications provided will be sufficient to approve our request for a no-cost extension. Taking the opportunity, I would like to express my gratitude once again for the fruitful cooperation which UNDP in Cambodia has had established with the Trust Fund and I hope that this good cooperation will continue in 2024 and beyond. Thank you very much for your consideration of this request and all your support provided during the implementation of this project.

Yours sincerely,

DocuSigned by:



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Alissar Chaker

Resident Representative

Enclose: signed Minute of the virtual endorsement

UNDP in Cambodia

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