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UNDP/GOV-64630/2017/10  
File: Award ID 00064630

13 February 2017

Excellency,

**Subject: Budget Revision for Project 00081322/00082843/00085298-  
Governance and Public Administration Reform for Strengthening  
Capacity and Service Delivery of Local Administration**

I have the honor to refer to the above-mentioned project and I am pleased to attach herewith a duly signed Budget Revision for the project 00081322/00082843/00085298 - Governance and Public Administration Reform for Strengthening Capacity and Service Delivery of Local Administration (GPAR-SCSD) for your record.

Please accept, Excellency, the assurances of my highest consideration.

  
Kaarina Immonen  
Resident Representative

A red circular stamp is positioned to the right of the signature. The outer ring contains the text 'UNITED NATIONS DEVELOPMENT PROGRAMME' at the top and 'VIENTIANE' at the bottom. The center of the stamp features the United Nations emblem.

H.E. Dr. Souphanh Keomixay  
Minister of Planning and Investment  
Vientiane

cc:

- Ms. Sisomboun Ounavong, Director General, Department of International Cooperation, Ministry of Planning and Investment.
- Mr. Anouparb Vongnorkeo, Director General, Department of International Organizations, Ministry of Foreign Affairs.
- Mr. Nisith Keopanya, Project Manager, Ministry of Home Affairs.

MC



## UN Development Programme Lao - Vientiane

**Award ID:** 00064630  
**Award Title:** Strengthening Capacity and Service Delivery of Local Adm  
**Start Year:** 2012  
**End Year:** 2017

**Implementing Partner (Executing Agency):** Ministry of Home Affairs

**Responsible Party (Implementing Agent):** LAO-National Execution

**Revision Type:** General Revision 16

Budget (US\$) as of Last Revision on 09-February-2017		
Donor	Fund	Amount
UNDP	04000 TRAC (Lines 1.1.1 and 1.1.2)	73,800.00
<b>Total Budget ( 2017 and Beyond )</b>		73,800.00
<b>Total Expenditure ( 2016 and Prior )</b>		4,812,147.90
<b>Award Total</b>		4,885,947.90
<b>Unprogrammed/Unfunded</b>		0.00

**Brief Description:**

This budget revision has been made to reflect the amount of TRAC that has been proposed for 2017 i.e.: US\$ 73,800. *Additional allocation in this budget*  
 From this amount, US\$ 20,000 has been already budgeted on 31st January 2017, of which US\$ 9,651 has been transferred to the project through direct payment. *revision is only US \$ 53,800*

Agreed by: *[Signature]* Kaarina Immonen, UNDP RR

Agreed by:

Agreed by:

Agreed by:





## Annual Work Plan

Lao - Vientiane

Project: 00064630

Project Title: Strengthening Capacity and Service Delivery of Local Adm

Year: 2017

Report Date: 17/12/2017

Output	Key Activities	Timeframe		Responsible Party	Planned Budget			Amount US\$		
		Start	End		Fund	Donor	Budget Descr			
00081322 Strengthening Capacity and Ser	Improved capacity of local ad	1/2/2012	31/3/2017	LAO-National Execution	04000	UNDP	71600	Travel	500.00	
	Improved MDG focused serv	1/2/2012	31/3/2017	LAO-National Execution	04000	UNDP	70000	Operating Expenses	0.00	
	Programme Support		1/2/2012	31/3/2017	LAO-National Execution	04000	UNDP	71400	Contractual Services - Individ	2,100.00
					LAO-National Execution	04000	UNDP	72500	Supplies	1,500.00
					LAO-National Execution	04000	UNDP	74500	Miscellaneous Expenses	1,100.00
					LAO-National Execution	04000	UNDP	61300	Salary & Post Adj Cst-IP Staff	11,250.00
					LAO-National Execution	04000	UNDP	73100	Rental & Maintenance-Premises	1,000.00
					LAO-National Execution	04000	UNDP	71400	Contractual Services - Individ	13,480.00
					LAO-National Execution	04000	UNDP	70000	Operating Expenses	0.00
					LAO-National Execution	04000	UNDP	73400	Rental & Maint of Other Equip	1,500.00
					LAO-National Execution	04000	UNDP	74200	Audio Visual&Print Prod Costs	1,500.00
					LAO-National Execution	04000	UNDP	72400	Communic & Audio Visual Equip	4,820.00
	Support to develop policies	1/2/2012	31/3/2017	LAO-National Execution	04000	UNDP	70000	Operating Expenses	0.00	
			LAO-National Execution	04000	UNDP	61300	Salary & Post Adj Cst-IP Staff	27,000.00		
			LAO-National Execution	04000	UNDP	71400	Contractual Services - Individ	6,550.00		
			LAO-National Execution	04000	UNDP	74200	Audio Visual&Print Prod Costs	300.00		
			LAO-National Execution	04000	UNDP	74500	Miscellaneous Expenses	200.00		
			LAO-National Execution	04000	UNDP	72500	Supplies	400.00		
			LAO-National Execution	04000	UNDP	73100	Rental & Maintenance-Premises	600.00		
<b>TOTAL</b>									73,800.00	
<b>GRAND TOTAL</b>									73,800.00	