

SECOND AMENDMENT TO LETTER OF AGREEMENT BETWEEN THE UNITED NATIONS DEVELOPMENT PROGRAMME AND THE NATIONAL COMMITTEE FOR SUB-NATIONAL DEMOCRATIC DEVELOPMENT SECRETARIAT TO CARRY OUT ACTIVITIES WHEN UNDP PROVIDES SUPPORT SERVICES TO THE PROJECT "REDUCING THE VULNERABILITY OF CAMBODIAN RURAL LIVELIHOODS THROUGH ENHANCED SUB-NATIONAL CLIMATE CHANGE PLANNING AND EXECUTION OF PRIORITY ACTIONS"

Your Excellency,

1. Reference is made to the Letter of Agreement (LOA) signed in Phnom Penh on **22 January 2017** and **03 February 2017** and first amendment signed on 24 July and 04 August 2017 between the United Nations Development Programme (UNDP) and the National Committee for Sub-National Democratic Development Secretariat (NCDD-S), when UNDP provides support services to the project "Reducing the Vulnerability of Cambodian Rural Livelihoods through Enhanced Sub-National Climate Change Planning and Execution of Priority Actions".
2. The parties, recognizing the mutual benefits arising from the implementation of the activities as per the LOA, agree to amend the LOA as follows.

Attachment 2: Description of Activities

Description of inputs (2018):

- Two (2) additional contract staff—one Safeguard Advisor and one Safeguard Officer, will be recruited under NCDDS to assist in the 2018 implementation of the planned activities. As a replacement for hiring local consultants, the foregoing staff will play significant roles in undertaking the year-end district evaluation of the Performance Based Climate Resilient grant (PBCR) in SRL target districts. In addition, they will provide technical support and advise on safeguard related works for NCDDS in and out SRL target provinces. See the attached ToR for detail. Revised **Attachment 2** is attached to this Amendment.

Attachment 3: Schedule of Activities, Facilities and Payments

Attachment 3 is now amended to reflect the 2017-2019 budget allocation for implementation of Activities under this LoA.

Revised **Attachment 3** is attached to this Amendment.

3. All other terms and conditions of the original LOA, except as amended herein, shall remain unchanged and shall continue in full force and effect.
4. This Amendment shall become an integral part of the LOA upon signing by all parties.

Yours Sincerely,

Signed on behalf of UNDP



Nick Beresford
Country Director

Date: 6.3.18

Signed on behalf of NCDD-S 

H.E. Ngan Chamroeun
Executive Deputy Head of NCDD-S
Date: 07.03.2018



Attachment 2: Description of Activities

Award ID: 00085641, Project ID: 00093204

Project Title: "Reducing the vulnerability of Cambodian rural livelihoods through enhanced sub-national climate change planning and execution of priority actions"

Results to be achieved by NCDD-S are as the followings:

1. Capacity of sub-national councils (communes and districts) and planning and commune support units in two provinces enhanced for climate sensitive development planning and budgeting.
2. Technical capacity of agricultural extension officers and grass-roots NGOs enhanced for climate-resilient livelihood techniques and sustainable assistance to communities
3. Technical capacity to execute climate resilient water infrastructure design and construction enhanced for about 50 government technical officials and private contractors
4. Knowledge management platform for sub-national climate change adaptation planning and resilient livelihoods support established
5. Climate-resilient small-scale water infrastructure designed and put in place in 10 districts following the resilient design standards specifically targeting rain-fed farmers
6. Climate-resilient livelihood measures demonstrated in 10 districts targeting landless women and farmers practicing rain-fed agriculture
7. Performance-based adaptation financing mechanism is strengthened and applied in 10 districts covering 89 communes and integrated into the enhanced climate-smart development planning
8. Capacity of Districts for self-monitoring of climate change adaptation and resilient livelihood support enhanced

Work to be performed by NCDD-S:

1. Responsible for providing technical capacity of sub-national councils (communes and districts) and planning and commune support units two provinces for climate sensitive development planning and budgeting.
2. Ensure smooth coordination for providing technical capacity of agricultural extension officers and grass-roots NGOs for climate-resilient livelihood techniques and sustainable assistance to communities
3. Ensure smooth coordination for providing technical capacity to execute climate resilient water infrastructure design and contraction for government technical officials and private contractors
4. Ensure smooth coordination for providing support in organizing knowledge management platform for sub-national climate change adaptation planning and resilient livelihoods
5. Ensure smooth coordination for designing climate-resilient small-scale water infrastructure and put in place in 10 districts following the resilient design standards specifically targeting rain-fed farmers
6. Ensure smooth coordination for climate-resilient livelihood measures demonstration in 10 districts targeting landless women and farmers practicing rain-fed agriculture
7. Responsible for strengthening applying the performance-based adaptation financing mechanism in 10 districts covering 89 communes and integrated into the enhanced climate-smart development planning
8. Responsible for providing the capacity of Districts for self-monitoring of climate change adaptation and resilient livelihood support
9. Recruit local NGOs/Firms in consultation with UNDP and project Implementing Partner

Work to be performed by UNDP:

1. Ensure timely financial disbursement to NCDD-S;
2. Join with NCDD-S and Implementing Partner in reviewing the quality of the Project Progress Report before submitting to GEF; and
3. Ensure Reports developed in compliance with UNDP/GEF template.
4. Provide procurement services upon request

Description of inputs:

- Two (2) additional contract staff—one Safeguard Advisor and one Safeguard Officer, will be recruited under NCDDS to assist in the 2018 implementation of the planned activities. As a replacement for hiring local consultants, the foregoing staff will play significant roles in undertaking the year-end district evaluation of the Performance Based Climate Resilient grant (PBCR) in SRL target districts. In addition, they will provide technical support and advise on safeguard related works for NCDDS in and out SRL target provinces. See the attached ToR for detail.



Attachment 3

Schedule of Activities, Facilities and Payments

UNDAF and SP Outcome	SP/CPD Output	Expected Project Results	Key Atlas Activities	Budget Descriptions	2017	2018	2019			
			Outcome 1							
<p>UNDAF Outcome: By 2018, people living in Cambodia, in particular youth, women and vulnerable group are enabled to actively participate in and benefit equitably from growth and development that is sustainable and does not compromise the well-being or natural or cultural resources of future generations.</p> <p>SP Outcome 1 (from strategic plan, 2014-2017): Growth and development are inclusive and sustainable, incorporating productive capacities that create employment and livelihoods for poor and excluded group</p>	<p>Output 1.2: Scaled-up action on national programme for climate change adaptation and mitigation across sectors</p> <p>Indicator 1.2.1: Number of national scalable schemes/programmes for climate change adaptation and mitigation tested in the prioritized provinces that are climate vulnerable.</p> <p>Output 1.3: Climate- and disaster-responsive social protection policies are in place that provide protective, preventive and promotive solutions for poor, climate-vulnerable people.</p> <p>Indicator 1.3.1: Number of tested schemes in which at least 20% of male and female beneficiaries graduate from poverty in priority provinces</p>	<p>Output 1.1: Capacity of sub-national councils (communes and districts) and Planning and Commune Support Units in two provinces enhanced for climate sensitive development planning and budgeting.</p> <p>Indicators: - 200 sub-national councils and PBC members trained. - VRA and CC mainstreaming in 40 communes. - 10 District CCA Action Plans formulated.</p> <p>Output 1.3 : Technical capacity to execute climate resilient water infrastructure design and construction enhanced</p> <p>Indicators: - 50 Government technical officials and private contractors trained.</p> <p>Output 1.4: Knowledge management platform for sub-national Climate Change Adaptation Planning and resilient livelihoods support established</p>	<p>Activity1.2. NCDD_ Climate sensitive planning, budgeting and execution at the sub-national level strengthened</p>	Local Consultants	-	-	5,400.00			
				Travel and Meeting	10,527.60	7,344.00	7,344.00			
				Service Contracts-Implementing Partner	15,712.95	58,404.00	50,000.00			
				Fuel, petroleum and other oil	418.95	1,440.00	1,440.00			
				Audio Visual&Print Prod Costs	-	24,000.00	-			
				Miscellaneous Expenses	11.54	-	-			
				Training, Workshops and Conference	41,962.16	113,893.00	99,671.00			
				Sub-Total Activity1.2				68,633.20	205,081.00	163,855.00
				Total Outcome1				68,633.20	205,081.00	163,855.00

UNDAF and SP Outcome	SP/CPD Output	Expected Project Results	Key Atlas Activities	Budget Descriptions	2017	2018	2019
		<p>Output 2.1: Climate-resilient small-scale water infrastructure designed and put in place in 10 districts following the resilient design standards specifically targeting rain-fed farmers</p> <p>Indicators: - 6 Resilient infrastructure measures introduced to improved access to water and prevent economic loss. - Recruitment of a local NGO to be responsible for community mobilization and training (FWUC, Women Groups, Saving groups...)</p>	Outcome 2				
			<p>Activity2.2. NCDD_Resilience of livelihoods for the most vulnerable improved against erratic rainfalls, floods and droughts</p>	Travel and Meeting	12,069.50	20,224.00	20,224.00
				Service Contracts-Implementing Partner	91,377.32	87,606.00	50,000.00
				Contractual Services-Companies	20,000.00	-	-
				Contractual Services-Grant	240,850.00	796,500.00	806,030.89
				Equipment and Furniture	-	13,000.00	-
				Fuel, petroleum and other oil	485.00	9,120.00	9,120.00
				Supplies	7,826.00	-	-
				Miscellaneous Expenses	184.40	-	2,500.00
				Training, Workshops and Conference	1,362.00	46,563.33	57,423.33
			Sub-Total Activity2.2	374,154.22	973,013.33	945,298.22	
			Total Outcome2	374,154.22	973,013.33	945,298.22	
		<p>Output 3.1: Performance-based adaptation financing mechanism is strengthened and applied in 10 districts covering 89 communes and integrated into the enhanced climate-smart development planning.</p> <p>Indicator: - Baseline Performance Assessment and Performance Target Setting for 10 districts. - Inception workshop conducted and field activities in 10 districts launched.</p>	Outcome 3				
			<p>Activity3.2_NCDD Incentive mechanism is in place at sub-national level to manage greater volume of climate change adaptation financing aligned with local development plans</p>	Travel and Meeting	1,864.14	15,272.00	10,512.00
				Local Consult.-Sht Term-Tech	-	13,200.00	13,200.00
				Service Contracts-Implementing Partner	2,953.43	-	-
				Contractual Services-Grant	-	-	-
				Fuel, petroleum and other oil	1,228.41	-	-
				Miscellaneous Expenses	-	1,000.00	1,000.00
				Training, Workshops and Conference	-	26,797.00	21,913.00
			Sub-Total Activity3.2	6,045.98	56,269.00	46,625.00	
			Total Outcome3	6,045.98	56,269.00	46,625.00	

JAP #2

UNDAF and SP Outcome	SP/CPD Output	Expected Project Results	Key Atlas Activities	Budget Descriptions	2017	2018	2019
			Activity 4 Project Management Cost	Equipment and Furniture	4,756.00	-	-
				Communic & Audio Visual Equip	2,411.50	3,120.00	3,120.00
				Supplies	1,576.63	1,000.00	1,000.00
				Information Technology Equipmt	19,800.00	400.00	-
				Rental & Maint of Info Tech Eq	-	1,200.00	1,200.00
				Rental & Maint of Other Equip	350.19	800.00	800.00
				Miscellaneous Expenses	169.24	240.00	240.00
			Total Activity 4 Project management Cost	29,063.56	6,760.00	6,360.00	
				GRAND TOTAL	477,896.96	1,241,123.33	1,162,138.22