

United Nations  Nations Unies  
INTEROFFICE MEMORANDUM MEMORANDUM INTERIEUR

TO: Focal Points of the Development Account

DATE: 14 August 2014

A:

REFERENCE: CDO/14/291  
C/F:204(a)

FROM: Marie Oveissi, Head  
DE: Capacity Development Office, DESA

SUBJECT: **Launch of the 10<sup>th</sup> tranche of the Development Account**

OBJET:

1. Further to the memorandum from Mr. Wu dated 7 August 2014 to the Executive Heads of the DA Implementing Entities on the above subject, I am pleased to provide you with further details on the requirements for preparing and submitting the concept notes.
2. Attached please find new Guidelines for the Preparation of the [www.un.org/esa/devaccount/](http://www.un.org/esa/devaccount/)). Entities are requested to follow the concept note outline when formulating the proposals, adhering to the detailed instructions provided within the Guidelines. As indicated in Section 6, the deadline for submitting concept notes is 6 October 2014. This deadline provides the entities with two full months from the launch of the Account to develop concept notes which address priority needs of Member States, as identified through ongoing capacity development efforts and intergovernmental processes, and which have been vetted through internal management and quality review processes. The assistance of the DA Focal Points in both guiding and driving the consultative and review process within the respective entities would be appreciated.
3. As noted in Mr. Wu's memorandum, the 10<sup>th</sup> tranche will include a distinct Programme on Statistics and Data to support Member States to measure, monitor and report on the post 2015 development agenda. Please find attached a two page note on the Programme, which should be considered as a zero draft document to initiate discussions on the Programme. Each entity is expected to contribute at least one project towards the Programme from within its allocation. Entities which have strong national demand for support in the area of statistics and data may wish to earmark a higher percentage towards this Programme, particularly if such an approach would draw in complementary funds from other capacity development resources.
4. In its meeting of 25 June 2014, the Steering Committee agreed that the Director of DESA's Statistics Division, Mr. Stefan Schweinfest, should lead the technical consultative process with the statistics specialists of the Implementing Entities in order to collectively develop a robust and coherent framework for the Programme. To this end, the Statistics Division will initiate virtual as well as

physical meetings with your statistics specialists to brainstorm on how to strategically design and deliver a cohesive Programme, focusing on the needs at country level. The DA Focal Points are encouraged to provide input to the formulation of the Programme, through their statistical focal points as well as through participating, when possible, in the virtual meetings. The draft framework for the Statistics Programme is expected by 18 September.

5. The Development Account Steering Committee intends to consider the draft Framework in late September. Based on the guidance received from the Committee, the entities will then be expected to prepare Programme specific concept notes within a deadline still to be determined. The finalized proposals would be submitted by the Focal Points to CDO.
6. Concept proposals for non-statistics projects should be transmitted via email to Martin Kraus (kraus@un.org) and Mikael Rosengren (rosengren@un.org) by 6 October. When submitting the proposals, a priority ranking should be indicated which reflects the programmatic priorities of your entities.
7. I look forward to working closely with you as we move through this process, with the aim of presenting a dynamic and well collaborated proposal to Member States for 2016/2017.

Cc: Mr. Thomas Gass  
Mr. Stefan Schweinfest  
Mr. Amr Nour

	<b>Development Account Focal Points</b>
DESA	Mr. Jürgen Gafke, Senior Finance Officer, Capacity Development Office
ECA	Ms. Ingrid Cyimana, Director, Office of Strategic Planning and Programme Management
ECE	Ms. Zamira Eshmambetova, Director, Programme Management Unit
ECLAC	Mr. Raul Garcia-Buchaca, Director, Programme Planning and Operations Division
ESCAP	Mr. Donald Clarke, Director, Programme Planning and Partnerships Division
ESCWA	Mr. Tarcisio Alvarez-Rivero, Chief, Strategic Planning and Monitoring Section
UNCTAD	Mr. Raúl Javaloyes, OIC, Technical Cooperation Service
UNEP	Ms. Brennan VanDyke, Director, Resource Mobilization Section
UN-HABITAT	Mr. Alioune Badiane, Director, Project Office
UNODC	Ms. Muki Daniel Jerneloef, Chief, Co-financing and Partnerships Section, Division for Policy Analysis and Public Affairs