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الصندوق  
الدولي للتنمية  
الزراعية

Rome, 7 November 2007

Sir/Madam,

Subject: Republic of Ghana: Start up Workshop – Support Programme to M&E Systems of IFAD-supported Projects and Programmes in Western and Central Africa countries (WCA), from 4 to 5 December 2007, Accra

I have the pleasure to inform you that the West Africa Foundation (WARF) received a Grant from IFAD for the implementation of a Support Programme to the Monitoring and Evaluation Systems of the projects and programmes in WCA. Thus, WARF will organize a regional Start-up Workshop on 4 and 5 December 2007, in Accra, Ghana.

The main objective of the proposed Programme is to strengthen the capacity in monitoring results, as well as assess and measure impacts of the IFAD-supported projects in WCA in order to improve the performance and the impact of the Fund interventions in the region. The Grant on Monitoring and Evaluation is indeed a part of the Management Capacity Strengthening Programme of the IFAD-supported projects and programmes (MCSP). This Grant is thus a component of MCSP. The ultimate goal of MCSP in general and the Grant on Monitoring and Evaluation in particular, will be achieved in full synergy with other initiatives: the Regional Information Network (FIDAFrique) and the Western and Central African Hub (A Tool to Improve Food Security and for Rural Poverty Alleviation).

The main objectives of the Start up workshop are the following:

- present the approach and the methodology of the Programme to support the monitoring and evaluation systems of the IFAD-supported projects and programmes in WCA;
- identify the prioritized areas of intervention which will constitute the Annual Work Plan and Budget (AWPB).

The workshop agenda will be transmitted to you as soon as possible. If you have any questions or wish to make any suggestions, please send them to Ms. Coumba Fall, WARF Executive Director (Email: [ncfall@frao.org](mailto:ncfall@frao.org)) and Mr. Luyaku Loko Nsimpati, IFAD Country Programme Manager (Email: [l.nsimpati@ifad.org](mailto:l.nsimpati@ifad.org)), before 23 November 2007.

The workshop will be attended by about 50 participants including coordinators and staff in charge of the Monitoring and Evaluation Unit of the IFAD-supported projects and programmes, Representatives of Cooperating Institutions; Representatives of the Training Regional Institutions; and two staff from the key Ministries which are directly involved in the implementation of projects and programmes, and some IFAD staff.

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Upon confirmation of your participation, WARF will inform you about hotel accommodation in Accra and will assist you with bookings. A shuttle service will ensure the liaison between the airport, the hotel and the workshop venue.

Regarding the costs of the trip and daily allowances, the following will apply:

- the staff of the IFAD-support projects will be taken in charge by their respective projects;
- the Representatives of the Cooperating Institutions will submit their invoices to IFAD upon workshop completion;
- the projects will be in charge of the participation costs for staff from key Ministries;
- the participation of the projects, which do not have financial resources, will be taken in charge by WARF.

Your participation will be greatly appreciated.

Yours sincerely,

Mohamed Béavogui  
Director  
Western and Central Africa Division  
Programme Management Department

