



GOVERNMENT OF ANTIGUA AND BARBUDA

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Ministry of Health and the Environment
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12th February 2026

The Adaptation Fund Board Secretariat
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Washington DC, 20433
USA
Email: adbsec@adaptation-fund.org

Subject: "Request for revised submission deadline – Terminal Evaluation (AF McKinnon's Watershed Project, Antigua and Barbuda)."

Dear Adaptation Fund Board Secretariat,

On behalf of the Department of Environment (DOE), Antigua and Barbuda (Implementing Entity), I am writing to request the Secretariat's agreement to a revised submission deadline for the Terminal Evaluation (TE) for the Adaptation Fund-supported project:

Project Title: An integrated approach to physical adaptation and community resilience in Antigua and Barbuda's northwest McKinnon's Watershed

Country: Antigua and Barbuda

Implementing Entity: Department of Environment (DOE)

Project Completion Date (approved): 1 October 2024

Current TE submission due date: 1 July 2025 (9 months after completion)

Request:

As the project has concluded and there are no further project activities to be implemented, DOE is not requesting any extension to the project completion date. We are requesting an extension only for the submission of the Terminal Evaluation report, and propose a **revised TE submission deadline of 1 September 2026**.

Justification:

In 2025, interruptions affecting the Project Management Committee (PMC) resulted in delays to the hiring process and the subsequent completion of the Terminal Evaluation deliverables. As a result, the current TE deadline of 1 July 2025 can no longer be met.

We also wish to note that the procurement process has already been completed. The remaining steps are to formally engage the selected evaluator and commence the Terminal Evaluation immediately upon approval/clearance of this revised deadline.

We would be grateful for your confirmation of acceptance of the revised TE submission deadline and any additional requirements the Secretariat may have.

Yours faithfully,

Diann Black-Layne

Director

Department of Environment