

**Consolidated Annual Financial  
Report of the Administrative Agent  
of the UN Joint Programme on  
Gender Equality and Women's Empowerment  
in Kenya**

**for the period 1 January to 31 December 2014**

Multi-Partner Trust Fund Office  
Bureau of Management  
United Nations Development Programme  
**GATEWAY: <http://mptf.undp.org>**

## PARTICIPATING ORGANIZATIONS



International Labour  
Organization



International  
Organization for  
Migration



United Nations  
Development Programme



United Nations  
Environment Programme



United Nations  
Educational, Science and  
Cultural Organization



United Nations  
Population Fund



United Nations Children's  
Fund



UN Industrial  
Development Organization



UN Office for Drugs and  
Crime



UNWOMEN



World Health  
Organization

## CONTRIBUTORS



Government of Norway

## DEFINITIONS

### **Allocation**

Amount approved by the Steering Committee for a project/programme.

### **Approved Project/Programme**

A project/programme including budget, etc., that is approved by the Steering Committee for fund allocation purposes.

### **Contributor Commitment**

Amount(s) committed by a donor to a Fund in a signed Standard Administrative Arrangement with the UNDP Multi-Partner Trust Fund Office (MPTF Office), in its capacity as the Administrative Agent. A commitment may be paid or pending payment.

### **Contributor Deposit**

Cash deposit received by the MPTF Office for the Fund from a contributor in accordance with a signed Standard Administrative Arrangement.

### **Delivery Rate**

The percentage of funds that have been utilized, calculated by comparing expenditures reported by a Participating Organization against the 'net funded amount'.

### **Indirect Support Costs**

A general cost that cannot be directly related to any particular programme or activity of the Participating Organizations. UNDG policy establishes a fixed indirect cost rate of 7% of programmable costs.

### **Net Funded Amount**

Amount transferred to a Participating Organization less any refunds transferred back to the MPTF Office by a Participating Organization.

### **Participating Organization**

A UN Organization or other inter-governmental Organization that is an implementing partner in a Fund, as represented by signing a Memorandum of Understanding (MOU) with the MPTF Office for a particular Fund.

### **Project Expenditure**

The sum of expenses and/or expenditure reported by all Participating Organizations for a Fund irrespective of which basis of accounting each Participating Organization follows for donor reporting.

### **Project Financial Closure**

A project or programme is considered financially closed when all financial obligations of an operationally completed project or programme have been settled, and no further financial charges may be incurred.

### **Project Operational Closure**

A project or programme is considered operationally closed when all programmatic activities for which Participating Organization(s) received funding have been completed.

### **Project Start Date**

Date of transfer of first instalment from the MPTF Office to the Participating Organization.

### **Total Approved Budget**

This represents the cumulative amount of allocations approved by the Steering Committee.

### **US Dollar Amount**

The financial data in the report is recorded in US Dollars and due to rounding off of numbers, the totals may not add up.

## 2014 FINANCIAL PERFORMANCE

This chapter presents financial data and analysis of the UN Joint Programme on Gender Equality and Women's Empowerment in Kenya using the pass-through funding modality as of 31 December 2014. Financial information for this Fund is also available on the MPTF Office GATEWAY, at the following address:

<http://mptf.undp.org/factsheet/fund/JKE10>.

### 1. SOURCES AND USES OF FUNDS

As of 31 December 2014, 1 contributor has deposited US\$ 2,958,909 in contributions and US\$ 2,979 has been earned in interest,

bringing the cumulative source of funds to US\$ 2,961,888 (see respectively, Tables 2 and 3).

Of this amount, US\$ 2,929,711 has been transferred to 11 Participating Organizations, of which US\$ 2,218,867 has been reported as expenditure. The Administrative Agent fee has been charged at the approved rate of 1% on deposits and amounts to US\$ 29,589. Table 1 provides an overview of the overall sources, uses, and balance of the Joint Programme as of 31 December 2014.

**Table 1. Financial Overview, as of 31 December 2014 (in US Dollars)**

	Annual 2013	Annual 2014	Cumulative
<b>Sources of Funds</b>			
Gross Contributions	1,016,149	721,564	2,958,909
Fund Earned Interest and Investment Income	526	537	2,042
Interest Income received from Participating Organizations	293	644	936
Refunds by Administrative Agent to Contributors	-	-	-
Fund balance transferred to another MDTF	-	-	-
Other Revenues	-	-	-
<b>Total: Sources of Funds</b>	<b>1,016,968</b>	<b>722,745</b>	<b>2,961,888</b>
<b>Use of Funds</b>			
Transfers to Participating Organizations	1,092,934	714,347	2,929,711
Refunds received from Participating Organizations	-	-	-
<b>Net Funded Amount to Participating Organizations</b>	<b>1,092,934</b>	<b>714,347</b>	<b>2,929,711</b>
Administrative Agent Fees	10,161	7,216	29,589
Direct Costs: (Secretariat...etc.)	-	-	-
Bank Charges	16	14	53
Other Expenditures	-	-	-
<b>Total: Uses of Funds</b>	<b>1,103,111</b>	<b>721,577</b>	<b>2,959,353</b>
<b>Change in Fund cash balance with Administrative Agent</b>	<b>(86,144)</b>	<b>1,167</b>	<b>2,535</b>
Opening Fund balance (1 January)	87,511	1,368	-
<b>Closing Fund balance (31 December)</b>	<b>1,368</b>	<b>2,535</b>	<b>2,535</b>
Net Funded Amount to Participating Organizations	1,092,934	714,347	2,929,711
Participating Organizations' Expenditure	850,056	882,410	2,218,867
<b>Balance of Funds with Participating Organizations</b>			<b>710,844</b>

## 2. PARTNER CONTRIBUTIONS

Table 2 provides information on cumulative contributions received from all contributors to this Fund as of 31 December 2014.

**Table 2. Contributors' Deposits, as of 31 December 2014 (in US Dollars)**

Contributors	Prior Years as of 31-Dec-2013	Current Year Jan-Dec-2014	Total
Government of Norway	2,237,345	721,564	2,958,909
<b>Grand Total</b>	<b>2,237,345</b>	<b>721,564</b>	<b>2,958,909</b>

### 3. INTEREST EARNED

Interest income is earned in two ways: 1) on the balance of funds held by the Administrative Agent ('Fund earned interest'), and 2) on the balance of funds held by the Participating Organizations ('Agency earned interest') where their Financial Regulations and Rules allow return of interest

to the AA. As of 31 December 2014, Fund earned interest amounts to US\$ 2,042 and interest received from Participating Organizations amounts to US\$ 936, bringing the cumulative interest received to US\$ 2,979. Details are provided in the table below.

**Table 3. Sources of Interest and Investment Income, as of 31 December 2014 (in US Dollars)**

Interest Earned	Prior Years as of 31-Dec-2013	Current Year Jan-Dec-2014	Total
<b>Administrative Agent</b>			
Fund Earned Interest and Investment Income	1,505	537	2,042
<b>Total: Fund Earned Interest</b>	<b>1,505</b>	<b>537</b>	<b>2,042</b>
<b>Participating Organization</b>			
UNESCO	77	368	445
UNIDO	58	65	122
UNODC	158	211	369
<b>Total: Agency earned interest</b>	<b>293</b>	<b>644</b>	<b>936</b>
<b>Grand Total</b>	<b>1,798</b>	<b>1,181</b>	<b>2,979</b>

#### 4. TRANSFER OF FUNDS

Allocations to Participating Organizations are approved by the Steering Committee and disbursed by the Administrative Agent. As of 31 December 2014, the AA has transferred US\$ 2,929,711 to 11 Participating Organizations (see list below).

Table 4 provides additional information on the refunds received by the MPTF Office, and the net funded amount for each of the Participating Organizations.

**Table 4. Transfer, Refund, and Net Funded Amount by Participating Organization, as of 31 December 2014 (in US Dollars)**

Participating Organization	Prior Years as of 31-Dec-2013			Current Year Jan-Dec-2014			Total		
	Transfers	Refunds	Net Funded	Transfers	Refunds	Net Funded	Transfers	Refunds	Net Funded
ILO	129,496		129,496	75,000		75,000	204,496		204,496
IOM	30,000		30,000	30,000		30,000	60,000		60,000
UNDP	241,894		241,894	60,000		60,000	301,894		301,894
UNEP	50,000		50,000				50,000		50,000
UNESCO	377,335		377,335	135,000		135,000	512,335		512,335
UNFPA	215,454		215,454	60,000		60,000	275,454		275,454
UNICEF	115,597		115,597				115,597		115,597
UNIDO	104,197		104,197				104,197		104,197
UNODC	37,100		37,100				37,100		37,100
UNWOMEN	892,891		892,891	354,347		354,347	1,247,238		1,247,238
WHO	21,400		21,400				21,400		21,400
<b>Grand Total</b>	<b>2,215,364</b>		<b>2,215,364</b>	<b>714,347</b>		<b>714,347</b>	<b>2,929,711</b>		<b>2,929,711</b>

## 5. EXPENDITURE AND FINANCIAL DELIVERY RATES

All final expenditures reported for the year 2014 were submitted by the Headquarters of the Participating Organizations. These were consolidated by the MPTF Office.

## 5.1 EXPENDITURE REPORTED BY PARTICIPATING ORGANIZATION

As shown in table below, the cumulative net funded amount is US\$ 2,929,711 and cumulative expenditures reported by the Participating Organizations amount to US\$ 2,218,867. This equates to an overall Fund expenditure delivery rate of 76 percent.

**Table 5. Net Funded Amount, Reported Expenditure, and Financial Delivery by Participating Organization, as of 31 December 2014 (in US Dollars)**

Participating Organization	Approved Amount	Net Funded Amount	Expenditure			Delivery Rate %
			Prior Years as of 31-Dec-2013	Current Year Jan-Dec-2014	Cumulative	
ILO	204,496	204,496	98,206	64,660	162,866	79.64
IOM	60,000	60,000		42,627	42,627	71.05
UNDP	301,894	301,894	168,686	71,292	239,978	79.49
UNEP	50,000	50,000	31,173		31,173	62.35
UNESCO	512,335	512,335	153,330	244,010	397,340	77.55
UNFPA	275,454	275,454	69,576	48,925	118,501	43.02
UNICEF	115,597	115,597	114,611	(6,125)	108,486	93.85
UNIDO	104,197	104,197	43,319	52,846	96,165	92.29
UNODC	37,100	37,100		37,100	37,100	100.00
UNWOMEN	1,247,238	1,247,238	643,634	325,760	969,394	77.72
WHO	21,400	21,400	13,921	1,316	15,237	71.20
<b>Grand Total</b>	<b>2,929,711</b>	<b>2,929,711</b>	<b>1,336,457</b>	<b>882,410</b>	<b>2,218,867</b>	<b>75.74</b>



#### 5.4 EXPENDITURE REPORTED BY CATEGORY

Project expenditures are incurred and monitored by each Participating Organization and are reported as per the agreed categories for inter-agency harmonized reporting. In 2006 the UN Development Group (UNDG) established six categories against which UN entities must report inter-agency project expenditures. Effective 1 January 2012, the UN Chief Executive Board (CEB) modified these categories as a result of IPSAS adoption to comprise eight categories. All expenditure incurred prior to 1 January 2012 have been reported in the old categories; post 1 January 2012 all expenditure are reported in the new eight categories. The old and new categories are noted to the right.

Table 6 reflects expenditure reported in the UNDG expense categories. Where the Fund has been operational pre and post 1 January 2012, the expenditures are reported using both categories. Where a Fund became operational post 1 January 2012, only the new categories are used.

##### 2012 CEB Expense Categories

1. Staff and personnel costs
2. Supplies, commodities and materials
3. Equipment, vehicles, furniture and depreciation
4. Contractual services
5. Travel
6. Transfers and grants
7. General operating expenses
8. Indirect costs

##### 2006 UNDG Expense Categories

1. Supplies, commodities, equipment & transport
2. Personnel
3. Training counterparts
4. Contracts
5. Other direct costs
6. Indirect costs

**Table 6. Expenditure by UNDG Budget Category, as of 31 December 2014 (in US Dollars)**

Category	Expenditure			Percentage of Total Programme Cost
	Prior Years as of 31-Dec-2013	Current Year Jan-Dec-2014	Total	
Supplies, Commodities, Equipment and Transport (Old)	-	-	-	
Personnel (Old)	-	-	-	
Training of Counterparts (Old)	-	-	-	
Contracts (Old)	-	-	-	
Other direct costs (Old)	-	-	-	
Staff & Personnel Cost (New)	339,907	88,140	428,047	20.56
Suppl, Comm, Materials (New)	25,940	13,762	39,702	1.91
Equip, Veh, Furn, Depn (New)	18,410	6,511	24,921	1.20
Contractual Services (New)	209,615	305,211	514,826	24.73
Travel (New)	193,823	83,006	276,829	13.30
Transfers and Grants (New)	83,719	90,795	174,514	8.38
General Operating (New)	387,620	235,414	623,034	29.93
<b>Programme Costs Total</b>	<b>1,259,035</b>	<b>822,839</b>	<b>2,081,874</b>	<b>100.00</b>
<sup>1</sup> Indirect Support Costs Total	77,422	59,571	136,993	6.58
<b>Total</b>	<b>1,336,457</b>	<b>882,410</b>	<b>2,218,867</b>	

<sup>1</sup> **Indirect Support Costs** charged by Participating Organization, based on their financial regulations, can be deducted upfront or at a later stage during implementation. The percentage may therefore appear to exceed the 7% agreed-upon for on-going projects. Once projects are financially closed, this number is not to exceed 7%.

## 6. COST RECOVERY

Cost recovery policies for the Fund are guided by the applicable provisions of the Terms of Reference, the MOU concluded between the Administrative Agent and Participating Organizations, and the SAAs concluded between the Administrative Agent and Contributors, based on rates approved by UNDG.

The policies in place, as of 31 December 2014, were as follows:

- **The Administrative Agent (AA) fee:** 1% is charged at the time of contributor deposit and covers services provided on that contribution for the entire duration of the Fund. In the reporting period US\$ 7,216 was deducted in AA-fees. Cumulatively, as of 31 December 2014, US\$ 29,589 has been charged in AA-fees.
- **Indirect Costs of Participating Organizations:** Participating Organizations may charge 7% indirect costs. In the current reporting period US\$ 59,571 was deducted in indirect costs by Participating Organizations. Cumulatively, indirect costs amount to US\$ 136,993 as of 31 December 2014.

## 7. ACCOUNTABILITY AND TRANSPARENCY

In order to effectively provide fund administration services and facilitate monitoring and reporting to the UN system and its partners, the MPTF Office has developed a public website, the MPTF Office Gateway (<http://mptf.undp.org>). Refreshed in real time every two hours from an internal enterprise resource planning system, the MPTF Office Gateway has become a standard setter for providing transparent and accountable trust fund administration services.

The Gateway provides financial information including: contributor commitments and deposits, approved programme budgets, transfers to and expenditures reported by Participating Organizations, interest income and other expenses. In addition, the Gateway provides an overview of the MPTF Office portfolio and extensive information on individual Funds, including their purpose, governance structure and key documents. By providing easy access to the growing number of narrative and financial reports, as well as related project documents, the Gateway collects and preserves important institutional knowledge and facilitates knowledge sharing and management among UN Organizations and their development partners, thereby contributing to UN coherence and development effectiveness.