

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

for the period 1 January to 31 December 2015

Multi-Partner Trust Fund Office
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, Scientific
and Cultural Organization



United Nations
Population Fund



United Nations Children's
Fund



United Nations Industrial
Development
Organization



United Nations Office on
Drugs and Crime



United Nations Entity for
Gender Equality and the
Empowerment of Women



World Health
Organization

CONTRIBUTORS



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.

2015 FINANCIAL PERFORMANCE

This chapter presents financial data and analysis of the JP Kenya Gender GEWE using the pass-through funding modality as of 31 December 2015. 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 2015, 1 contributor has deposited US\$ 2,958,909 in contributions and US\$ 3,408 has been earned in interest,

bringing the cumulative source of funds to US\$ 2,962,317.

Of this amount, US\$ 2,929,711 has been transferred to 11 Participating Organizations, of which US\$ 2,855,911 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 JP Kenya Gender GEWE as of 31 December 2015.

Table 1. Financial Overview, as of 31 December 2015 (in US Dollars)

	Annual 2014	Annual 2015	Cumulative
Sources of Funds			
Gross Contributions	721,564	-	2,958,909
Fund Earned Interest and Investment Income	537	36	2,079
Interest Income received from Participating Organizations	644	393	1,329
Refunds by Administrative Agent to Contributors	-	-	-
Fund balance transferred to another MDTF	-	-	-
Other Revenues	-	-	-
Total: Sources of Funds	722,745	429	2,962,317
Use of Funds			
Transfers to Participating Organizations	714,347	-	2,929,711
Refunds received from Participating Organizations	-	(7,111)	(7,111)
Net Funded Amount to Participating Organizations	714,347	(7,111)	2,922,600
Administrative Agent Fees	7,216	-	29,589
Direct Costs: (Steering Committee, Secretariat...etc.)	-	-	-
Bank Charges	14	0	53
Other Expenditures	-	-	-
Total: Uses of Funds	721,577	(7,111)	2,952,242
Change in Fund cash balance with Administrative Agent	1,167	7,540	10,075
Opening Fund balance (1 January)	1,368	2,535	-
Closing Fund balance (31 December)	2,535	10,075	10,075
Net Funded Amount to Participating Organizations	714,347	(7,111)	2,922,600
Participating Organizations' Expenditure	882,410	637,044	2,855,911
Balance of Funds with Participating Organizations			66,689

2. PARTNER CONTRIBUTIONS

Table 2 provides information on cumulative contributions received from all contributors to this Fund as of 31 December **2015**.

Table 2. Contributors' Deposits, as of 31 December 2015 (in US Dollars)

Contributors	Prior Years as of 31-Dec-2014	Current Year Jan-Dec-2015	Total
Norway	2,958,909	-	2,958,909
Grand Total	2,958,909	-	2,958,909

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 **2015**, Fund earned interest amounts to US\$ **2,079** and interest received from Participating Organizations amounts to US\$ **1,329**, bringing the cumulative interest received to US\$ **3,408**. Details are provided in the table below.

Table 3. Sources of Interest and Investment Income, as of 31 December 2015 (in US Dollars)

Interest Earned	Prior Years as of 31-Dec-2014	Current Year Jan-Dec-2015	Total
Administrative Agent			
Fund Earned Interest and Investment Income	2,042	36	2,079
Total: Fund Earned Interest	2,042	36	2,079
Participating Organization			
UNIDO	122	47	169
UNESCO	445	346	791
UNODC	369		369
Total: Agency earned interest	936	393	1,329
Grand Total	2,979	429	3,408

4. TRANSFER OF FUNDS

Allocations to Participating Organizations are approved by the Steering Committee and disbursed by the Administrative Agent. As of 31 December **2015**, 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 2015 (in US Dollars)

Participating Organization	Prior Years as of 31-Dec-2014			Current Year Jan-Dec-2015			Total		
	Transfers	Refunds	Net Funded	Transfers	Refunds	Net Funded	Transfers	Refunds	Net Funded
ILO	204,496		204,496				204,496		204,496
IOM	60,000		60,000				60,000		60,000
UNDP	301,894		301,894				301,894		301,894
UNEP	50,000		50,000				50,000		50,000
UNESCO	512,335		512,335				512,335		512,335
UNFPA	275,454		275,454				275,454		275,454
UNICEF	115,597		115,597		(7,111)	(7,111)	115,597	(7,111)	108,486
UNIDO	104,197		104,197				104,197		104,197
UNODC	37,100		37,100				37,100		37,100
UNWOMEN	1,247,238		1,247,238				1,247,238		1,247,238
WHO	21,400		21,400				21,400		21,400
Grand Total	2,929,711		2,929,711		(7,111)	(7,111)	2,929,711	(7,111)	2,922,600

5. EXPENDITURE AND FINANCIAL DELIVERY RATES

All final expenditures reported for the year 2015 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\$ **2,922,600** and cumulative expenditures reported by the Participating Organizations amount to US\$ **2,855,911**. This equates to an overall Fund expenditure delivery rate of **98** percent.

5.1 Net Funded Amount, Reported Expenditure, and Financial Delivery by Participating Organization, as of 31 December 2015 (in US Dollars)

Participating Organization	Approved Amount	Net Funded Amount	Expenditure			Delivery Rate %
			Prior Years as of 31-Dec-2014	Current Year Jan-Dec-2015	Cumulative	
ILO	204,496	204,496	162,866	32,297	195,163	95.44
IOM	60,000	60,000	42,627	17,373	60,000	100.00
UNDP	301,894	301,894	239,978	56,262	296,240	98.13
UNEP	50,000	50,000	31,173	(1,367)	29,806	59.61
UNESCO	512,335	512,335	397,340	94,206	491,546	95.94
UNFPA	275,454	275,454	118,501	155,914	274,415	99.62
UNICEF	115,597	108,486	108,486		108,486	100.00
UNIDO	104,197	104,197	96,165	11,307	107,472	103.14
UNODC	37,100	37,100	37,100		37,100	100.00
UNWOMEN	1,247,238	1,247,238	969,394	264,939	1,234,333	98.97
WHO	21,400	21,400	15,237	6,114	21,351	99.77
Grand Total	2,929,711	2,922,600	2,218,867	637,044	2,855,911	97.72

5.2 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 5.2 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 5.2 Expenditure by UNDG Budget Category, as of 31 December 2015 (in US Dollars)

Category	Expenditure			Percentage of Total Programme Cost
	Prior Years as of 31-Dec-2014	Current Year Jan-Dec-2015	Total	
Supplies, Commodities, Equipment and Transport (Old)	-	-	-	
Personnel (Old)	-	-	-	
Training of Counterparts (Old)	-	-	-	
Contracts (Old)	-	-	-	
Other direct costs (Old)	-	-	-	
Staff & Personnel Costs (New)	428,047	25,346	453,393	16.82
Suppl, Comm, Materials (New)	39,702	17,411	57,113	2.12
Equip, Veh, Furn, Depn (New)	24,921	19,703	44,624	1.66
Contractual Services (New)	514,826	221,058	735,884	27.30
Travel (New)	276,829	50,138	326,967	12.13
Transfers and Grants (New)	174,514	9,692	184,206	6.83
General Operating (New)	623,034	269,861	892,895	33.13
Programme Costs Total	2,081,874	613,209	2,695,083	100.00
¹ Indirect Support Costs Total	136,993	23,835	160,829	5.97
Total	2,218,867	637,044	2,855,911	

¹ **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 2015, 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. Cumulatively, as of 31 December 2015, 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\$ 23,835 was deducted in indirect costs by Participating Organizations. Cumulatively, indirect costs amount to US\$ 160,829 as of 31 December 2015.

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.