

**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 2016**

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

31 May 2017

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



UN 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.

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INTRODUCTION

This Consolidated Annual Financial Report of the **Joint Programme on Gender Equality and Women's Empowerment in Kenya** is prepared by the United Nations Development Programme (UNDP) Multi-Partner Trust Fund Office (MPTF Office) in fulfillment of its obligations as Administrative Agent, as per the terms of Reference (TOR), the Memorandum of Understanding (MOU) signed between the UNDP MPTF Office and the Participating Organizations, and the Standard Administrative Arrangement (SAA) signed with contributors.

The MPTF Office, as Administrative Agent, is responsible for concluding an MOU with Participating Organizations and SAAs with contributors. It receives, administers and

manages contributions, and disburses these funds to the Participating Organizations. The Administrative Agent prepares and submits annual consolidated financial reports, as well as regular financial statements, for transmission to contributors.

This consolidated financial report covers the period 1 January to 31 December **2016** and provides financial data on progress made in the implementation of projects of the **Joint Programme on Gender Equality and Women's Empowerment in Kenya**. It is posted on the MPTF Office GATEWAY (<http://mptf.undp.org/factsheet/fund/JKE10>).

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

2016 FINANCIAL PERFORMANCE

This chapter presents financial data and analysis of the **JP Kenya Gender GEWE Fund** using the pass-through funding modality as of 31 December 2016. 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 2016, 1 contributors deposited US\$ 2,958,909 in contributions and US\$ 3,575 was earned in interest. Refunds to contributors were US\$ (73,885)

The cumulative source of funds was US\$ 2,888,599

Of this amount, US\$ 2,858,957 has been net funded to 11 Participating Organizations, of which US\$ 2,851,549 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 on Gender Equality and Women's Empowerment in Kenya** as of 31 December 2016.

Table 1. Financial Overview, as of 31 December 2016 (in US Dollars)

	Annual 2015	Annual 2016	Cumulative
Sources of Funds			
Contributions from donors	-	-	2,958,909
Fund Earned Interest and Investment Income	36	-	2,079
Interest Income received from Participating Organizations	393	167	1,496
Refunds by Administrative Agent to Contributors	-	(73,885)	(73,885)
Fund balance transferred to another MDTF	-	-	-
Other Income	-	-	-
Total: Sources of Funds	429	(73,718)	2,888,599
Use of Funds			
Transfers to Participating Organizations	-	-	2,929,711
Refunds received from Participating Organizations	(7,111)	(63,643)	(70,755)
Net Funded Amount	(7,111)	(63,643)	2,858,957
Administrative Agent Fees	-	-	29,589
Direct Costs: (Steering Committee, Secretariat...etc.)	-	-	-
Bank Charges	0	-	53
Other Expenditures	-	-	-
Total: Uses of Funds	(7,111)	(63,643)	2,888,599
Change in Fund cash balance with Administrative Agent	7,540	(10,075)	-
Opening Fund balance (1 January)	2,535	10,075	-
Closing Fund balance (31 December)	10,075	-	-
Net Funded Amount	(7,111)	(63,643)	2,858,957
Participating Organizations' Expenditure	637,044	(4,362)	2,851,549
Balance of Funds with Participating Organizations			7,407

2. PARTNER CONTRIBUTIONS

Table 2 provides information on cumulative contributions received from all contributors to this Fund as of 31 December 2016.

The **Joint Programme on Gender Equality and Women’s Empowerment in Kenya** is currently being financed by **1** contributors, as listed in the table below.

The table below includes commitments made up to 31 December 2016 through signed Standard Administrative Agreements, and deposits made through 2016. It does not include commitments that were made to the fund beyond 2016.

Table 2. Contributors' Commitments and Deposits, as of 31 December 2016 (in US Dollars)

Contributors	Total Commitments	Prior Years as of 31-Dec-2015 Deposits	Current Year Jan-Dec-2016 Deposits	Total Deposits
NORWAY	2,958,909	2,958,909	-	2,958,909
Grand Total	2,958,909	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 **2016**, Fund earned interest amounts to US\$ **2,079**.

Interest received from Participating Organizations amounts to US\$ **1,496**, bringing the cumulative interest received to US\$ **3,575**.

Details are provided in the table below.

Table 3. Sources of Interest and Investment Income, as of 31 December 2016 (in US Dollars)

Interest Earned	Prior Years as of 31-Dec-2015	Current Year Jan-Dec-2016	Total
Administrative Agent			
Fund Earned Interest and Investment Income	2,079		2,079
Total: Fund Earned Interest	2,079		2,079
Participating Organization			
UNESCO	791	167	958
UNIDO	169		169
UNODC	369		369
Total: Agency earned interest	1,329	167	1,496
Grand Total	3,408	167	3,575

4. TRANSFER OF FUNDS

Allocations to Participating Organizations are approved by the Steering Committee and disbursed by the Administrative Agent. As of 31 December 2016, the AA has transferred US\$ **2,929,711** to **11** Participating Organizations (see list below).

4.1 TRANSFER BY PARTICIPATING ORGANIZATION

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 2016 (in US Dollars)

Participating Organization	Prior Years as of 31-Dec-2015			Current Year Jan-Dec-2016			Total		
	Transfers	Refunds	Net Funded	Transfers	Refunds	Net Funded	Transfers	Refunds	Net Funded
ILO	204,496		204,496		(9,333)	(9,333)	204,496	(9,333)	195,163
IOM	60,000		60,000				60,000		60,000
UNDP	301,894		301,894				301,894		301,894
UNEP	50,000		50,000		(20,194)	(20,194)	50,000	(20,194)	29,806
UNESCO	512,335		512,335		(21,949)	(21,949)	512,335	(21,949)	490,386
UNFPA	275,454		275,454		(1,039)	(1,039)	275,454	(1,039)	274,415
UNICEF	115,597	(7,111)	108,486				115,597	(7,111)	108,486
UNIDO	104,197		104,197		(11,128)	(11,128)	104,197	(11,128)	93,069
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	(7,111)	2,922,600		(63,643)	(63,643)	2,929,711	(70,755)	2,858,957

5. EXPENDITURE AND FINANCIAL DELIVERY RATES

All final expenditures reported for the year **2016** were submitted by the Headquarters of the Participating Organizations. These were consolidated by the MPTF Office.

Project expenditures are incurred and monitored by each Participating Organization, and are reported as per the agreed upon categories for inter-agency harmonized reporting. The reported expenditures were submitted via the MPTF Office's online expenditure reporting tool. The **2016** expenditure data has been posted on the MPTF Office GATEWAY at <http://mptf.undp.org/factsheet/fund/JKE10>.

5.1 EXPENDITURE REPORTED BY PARTICIPATING ORGANIZATION

In **2016**, US\$ **(63,643)** was net funded to Participating Organizations, and US\$ **(4,362)** was reported in expenditure.

As shown in table below, the cumulative net funded amount is US\$ **2,858,957** and cumulative expenditures reported by the Participating Organizations amount to US\$ **2,851,549**. This equates to an overall Fund expenditure delivery rate of **100** percent.

The agencies with the three highest delivery rates are: WHO, ILO and IOM

Table 5.1. Net Funded Amount, Reported Expenditure, and Financial Delivery by Participating Organization, as of 31 December 2016 (in US Dollars)

Participating Organization	Approved Amount	Net Funded Amount	Expenditure			Delivery Rate %
			Prior Years as of 31-Dec-2015	Current Year Jan-Dec-2016	Cumulative	
ILO	204,496	195,163	195,163		195,163	100.00
IOM	60,000	60,000	60,000		60,000	100.00
UNDP	301,894	301,894	296,240	(642)	295,598	97.91
UNEP	50,000	29,806	29,806		29,806	100.00
UNESCO	512,335	490,386	491,546	(2,320)	489,226	99.76
UNFPA	275,454	274,415	274,415	0	274,415	100.00
UNICEF	115,597	108,486	108,486		108,486	100.00
UNIDO	104,197	93,069	107,472	(14,403)	93,069	100.00
UNODC	37,100	37,100	37,100	0	37,100	100.00
UNWOMEN	1,247,238	1,247,238	1,234,333	12,905	1,247,238	100.00
WHO	21,400	21,400	21,351	98	21,449	100.23
Grand Total	2,929,711	2,858,957	2,855,911	(4,362)	2,851,549	99.74

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, which were subsequently modified in 2012 by the UN Chief Executive Board (CEB) as a result of IPSAS adoption to comprise eight categories.

Table 5.2 reflects expenditure reported in the UNDG/CEB expense categories.

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

Table 5.2 Expenditure by UNDG Budget Category, as of 31 December 2016 (in US Dollars)

Category	Expenditure			Percentage of Total Programme Cost
	Prior Years as of 31-Dec-2015	Current Year Jan-Dec-2016	Total	
Staff & Personnel Cost (New)	453,393	-	453,393	16.84
Suppl, Comm, Materials (New)	57,113	(3,095)	54,019	2.01
Equip, Veh, Furn, Depn (New)	44,624	45	44,668	1.66
Contractual Services (New)	735,884	6,139	742,023	27.56
Travel (New)	326,967	3,633	330,600	12.28
Transfers and Grants (New)	184,206	-	184,206	6.84
General Operating (New)	892,895	(9,608)	883,288	32.81
Programme Costs Total	2,695,083	(2,886)	2,692,197	100.00
¹ Indirect Support Costs Total	160,829	(1,477)	159,352	5.92
Total	2,855,911	(4,362)	2,851,549	

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 2016, 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\$ was deducted in AA-fees. Cumulatively, as of 31 December 2016, 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\$ **(1,477)** was deducted in indirect costs by Participating Organizations. Cumulatively, indirect costs amount to US\$ **159,352** as of 31 December 2016.

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.