

**Consolidated Annual Financial  
Report of the Administrative Agent  
of the  
“Support for AIDS” Joint Programme in Uganda**

**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](http://mptf.undp.org)

31 May 2017

## PARTICIPATING ORGANIZATIONS



Food and  
Agriculture  
Organization



International  
Labour  
Organisation



International  
Organization for  
Migration



Office of the UN  
High  
Commissioner for  
Human Rights



Joint United  
nations  
Programme



United Nations  
Development  
Programme



United Nations  
Educational,  
Scientific and  
Cultural  
Organization



United Nations  
Population Fund



UN High  
Commissioner for  
Refugees



United Nations  
Children's Fund



UN Office for  
Drug and Crime

## CONTRIBUTORS



DEPARTMENT FOR INTERNATIONAL  
DEVELOPMENT (DFID)



IRISH AID



United Nations  
Entity for Gender  
Equality and the  
Empowerment of  
Women



World Food  
Programme



World Health  
Organization

## 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 **“Support for AIDS” Joint Programme in Uganda** 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 **“Support for AIDS” Joint Programme in Uganda**. It is posted on the MPTF Office GATEWAY (<http://mptf.undp.org/factsheet/fund/JUG00>).

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 **“Support for AIDS” Joint Programme in Uganda** 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/JUG00>.

### 1. SOURCES AND USES OF FUNDS

As of 31 December 2016, 2 contributors deposited US\$ 17,986,537 in contributions and US\$ 19,540 was earned in interest.

The cumulative source of funds was US\$ 18,006,076.

Of this amount, US\$ 17,779,874 has been net funded to 14 Participating Organizations, of which US\$ 16,102,724 has been reported as expenditure. The Administrative Agent fee has been charged at the approved rate of 1% on deposits and amounts to US\$ 179,865. Table 1 provides an overview of the overall sources, uses, and balance of the **JP Uganda Support for AIDS Fund** as of 31 December 2016.

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

	Annual 2015	Annual 2016	Cumulative
<b>Sources of Funds</b>			
Contributions from donors	1,641,300	2,148,090	17,986,537
Fund Earned Interest and Investment Income	68	249	10,140
Interest Income received from Participating Organizations	365	596	9,399
Refunds by Administrative Agent to Contributors	-	-	-
Fund balance transferred to another MDTF	-	-	-
Other Income	-	-	-
<b>Total: Sources of Funds</b>	<b>1,641,733</b>	<b>2,148,935</b>	<b>18,006,076</b>
<b>Use of Funds</b>			
Transfers to Participating Organizations	1,624,857	2,126,609	17,894,139
Refunds received from Participating Organizations	(21,594)	(19,745)	(114,265)
<b>Net Funded Amount</b>	<b>1,603,263</b>	<b>2,106,864</b>	<b>17,779,874</b>
Administrative Agent Fees	16,413	21,481	179,865
Direct Costs: (Steering Committee, Secretariat...etc.)	-	-	-
Bank Charges	31	1	163
Other Expenditures	-	-	-
<b>Total: Uses of Funds</b>	<b>1,619,707</b>	<b>2,128,346</b>	<b>17,959,903</b>
<b>Change in Fund cash balance with Administrative Agent</b>	<b>22,027</b>	<b>20,589</b>	<b>46,174</b>
Opening Fund balance (1 January)	3,558	25,585	-
<b>Closing Fund balance (31 December)</b>	<b>25,585</b>	<b>46,174</b>	<b>46,174</b>
Net Funded Amount	1,603,263	2,106,864	17,779,874
Participating Organizations' Expenditure	1,778,013	989,385	16,102,724
<b>Balance of Funds with Participating Organizations</b>			<b>1,677,150</b>

## 2. PARTNER CONTRIBUTIONS

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

The “Support for AIDS” Joint Programme in Uganda is currently being financed by 2 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
DFID	1,597,400	1,597,400	-	1,597,400
IRISH AID	16,389,137	14,241,047	2,148,090	16,389,137
<b>Grand Total</b>	<b>17,986,537</b>	<b>15,838,447</b>	<b>2,148,090</b>	<b>17,986,537</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 **2016**, Fund earned interest amounts to US\$ **10,140**.

Interest received from Participating Organizations amounts to US\$ **9,399**, bringing the cumulative interest received to US\$ **19,540**.

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
<b>Administrative Agent</b>			
Fund Earned Interest and Investment Income	9,891	249	10,140
<b>Total: Fund Earned Interest</b>	<b>9,891</b>	<b>249</b>	<b>10,140</b>
<b>Participating Organization</b>			
FAO		468	468
UNDP	3,392		3,392
UNESCO	1,083	128	1,211
UNFPA	3,941		3,941
UNWOMEN	387		387
<b>Total: Agency earned interest</b>	<b>8,804</b>	<b>596</b>	<b>9,399</b>
<b>Grand Total</b>	<b>18,695</b>	<b>845</b>	<b>19,540</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 2016, the AA has transferred US\$ 17,894,139 to 14 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
FAO	607,774		607,774	110,077	(2,971)	107,106	717,851	(2,971)	714,880
ILO	615,816		615,816				615,816		615,816
IOM	1,215,866		1,215,866				1,215,866		1,215,866
OHCHR	172,912	(70,940)	101,972				172,912	(70,940)	101,972
UNAIDS	2,257,428		2,257,428	630,048		630,048	2,887,476		2,887,476
UNDP	1,601,036		1,601,036				1,601,036		1,601,036
UNESCO	609,264	(1,986)	607,278	107,413		107,413	716,677	(1,986)	714,691
UNFPA	1,917,489		1,917,489	668,758	(1,836)	666,922	2,586,247	(1,836)	2,584,411
UNHCR	495,273		495,273				495,273		495,273
UNICEF	2,487,609		2,487,609	289,523		289,523	2,777,132		2,777,132
UNODC	107,194	(21,594)	85,600				107,194	(21,594)	85,600
UNWOMEN	102,275		102,275	124,843		124,843	227,118		227,118
WFP	160,500		160,500				160,500		160,500
WHO	3,417,094		3,417,094	195,947	(14,938)	181,009	3,613,041	(14,938)	3,598,103
<b>Grand Total</b>	<b>15,767,530</b>	<b>(94,520)</b>	<b>15,673,010</b>	<b>2,126,609</b>	<b>(19,745)</b>	<b>2,106,864</b>	<b>17,894,139</b>	<b>(114,265)</b>	<b>17,779,874</b>

## 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/JUG00>.

## 5.1 EXPENDITURE REPORTED BY PARTICIPATING ORGANIZATION

In **2016**, US\$ **2,106,864** was net funded to Participating Organizations, and US\$ **989,385** was reported in expenditure.

As shown in table below, the cumulative net funded amount is US\$ **17,779,874** and cumulative expenditures reported by the Participating Organizations amount to US\$ **16,102,724**. This equates to an overall Fund expenditure delivery rate of **91** percent.

The agencies with the three highest delivery rates are: UNDP, IOM and UNHCR.

**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	
FAO	717,851	714,880	574,581	30,225	604,806	84.60
ILO	615,816	615,816	553,106	57,296	610,402	99.12
IOM	1,215,866	1,215,866	1,134,516	81,350	1,215,866	100.00
OHCHR	172,912	101,972	52,965		52,965	51.94
UNAIDS	2,887,476	2,887,476	2,155,829	118,526	2,274,355	78.77
UNDP	1,601,036	1,601,036	1,611,534	20,181	1,631,714	101.92
UNESCO	716,677	714,691	605,769	20,209	625,978	87.59
UNFPA	2,586,247	2,584,411	1,915,648	455,597	2,371,245	91.75
UNHCR	495,273	495,273	495,273		495,273	100.00
UNICEF	2,777,132	2,777,132	2,483,024	1,757	2,484,781	89.47
UNODC	107,194	85,600	85,600		85,600	100.00
UNWOMEN	227,118	227,118	79,716	27,381	107,098	47.16
WFP	160,500	160,500	139,100		139,100	86.67
WHO	3,613,041	3,598,103	3,226,679	176,863	3,403,542	94.59
<b>Grand Total</b>	<b>17,894,139</b>	<b>17,779,874</b>	<b>15,113,339</b>	<b>989,385</b>	<b>16,102,724</b>	<b>90.57</b>

## 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. See table below.

### 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 2016 (in US Dollars)**

Category	Expenditure			Percentage of Total Programme Cost
	Prior Years as of 31-Dec-2015	Current Year Jan-Dec-2016	Total	
Supplies, Commodities, Equipment and Transport (Old)	513,271	-	513,271	3.37
Personnel (Old)	1,162,577	-	1,162,577	7.64
Training of Counterparts (Old)	419,910	-	419,910	2.76
Contracts (Old)	2,642,138	-	2,642,138	17.36
Other direct costs (Old)	751,131	-	751,131	4.94
Staff & Personnel Cost (New)	819,541	189,059	1,008,600	6.63
Suppl, Comm, Materials (New)	289,421	15,308	304,729	2.00
Equip, Veh, Furn, Depn (New)	115,954	3,244	119,197	0.78
Contractual Services (New)	2,884,575	36,386	2,920,961	19.19
Travel (New)	704,580	88,687	793,267	5.21
Transfers and Grants (New)	1,939,282	93,361	2,032,642	13.36
General Operating (New)	2,052,115	499,091	2,551,206	16.76
<b>Programme Costs Total</b>	<b>14,294,493</b>	<b>925,136</b>	<b>15,219,629</b>	<b>100.00</b>
<sup>1</sup> Indirect Support Costs Total	818,846	64,249	883,096	5.80
<b>Total</b>	<b>15,113,339</b>	<b>989,385</b>	<b>16,102,724</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 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\$ **21,481** was deducted in AA-fees. Cumulatively, as of 31 December 2016, US\$ **179,865** has been charged in AA-fees.
- **Indirect Costs of Participating Organizations:** Participating Organizations may charge 7% indirect costs. In the current reporting period US\$ **64,249** was deducted in indirect costs by Participating Organizations. Cumulatively, indirect costs amount to US\$ **883,096** 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.