

**Consolidated Annual Financial  
Report of the Administrative Agent  
for  
the Rwanda One UN Fund**

**for the period 1 January to 31 December 2017**

Multi-Partner Trust Fund Office  
Bureau for Management Services  
United Nations Development Programme  
[GATEWAY: http://mptf.undp.org](http://mptf.undp.org)

31 May 2018

## PARTICIPATING ORGANIZATIONS

	Economic Commission for Africa
	Food and Agriculture Organization
	International Labour Organization
	International Organization for Migration
	International Trade Centre
	Joint United Nations Programme
	United Nations Capital Development Fund
	UN Conference on Trade and Development
	United Nations Development Programme
	United Nations Volunteers Programme

## CONTRIBUTORS

	Delivering Results Together
	Department for International Development (DFID)
	Expanded DaO Funding Window
	Government of Netherlands
	Government of Norway
	Government of Spain
	Government of Sweden
	Swedish International Development Cooperation



United Nations  
Environment  
Programme



United Nations  
Educational,  
Scientific and  
Cultural  
Organization



United Nations  
Population Fund



UN Centre for  
Human  
Settlements  
Programme



UN High  
Commissioner for  
Refugees



United Nations  
Children's Fund



UN Industrial  
Development  
Organization



UNWOMEN



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 **Rwanda One UN Fund** 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 2017 and provides financial data on progress made in the implementation of projects of the **Rwanda One UN Fund**. It is posted on the MPTF Office GATEWAY (<http://mptf.undp.org/factsheet/fund/RW100>).

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

## 2017 FINANCIAL PERFORMANCE

This chapter presents financial data and analysis of the **Rwanda One UN Fund** using the pass-through funding modality as of 31 December **2017**. Financial information for this Fund is also available on the MPTF Office GATEWAY, at the following address: <http://mptf.undp.org/factsheet/fund/RW100>.

### 1. SOURCES AND USES OF FUNDS

As of 31 December 2017, **8** contributors deposited US\$ **104,841,515** in contributions and US\$ **1,073,522** was earned in interest.

The cumulative source of funds was US\$ **105,915,037**

Of this amount, US\$ **102,425,024** has been net funded to **20** Participating Organizations, of which US\$ **99,561,123** has been reported as expenditure. The Administrative Agent fee has been charged at the approved rate of 1% on deposits and amounts to US\$ **1,048,415**. Table 1 provides an overview of the overall sources, uses, and balance of the **Rwanda One UN Fund** as of 31 December 2017.

**Table 1. Financial Overview, as of 31 December 2017 (in US Dollars)**

	Annual 2016	Annual 2017	Cumulative
<b>Sources of Funds</b>			
Contributions from donors	1,587,040	3,373,341	104,841,515
Fund Earned Interest and Investment Income	4,282	7,238	934,651
Interest Income received from Participating Organizations	7,343	3,888	138,871
Refunds by Administrative Agent to Contributors	-	-	-
Fund balance transferred to another MDTF	-	-	-
Other Income	-	-	-
<b>Total: Sources of Funds</b>	<b>1,598,665</b>	<b>3,384,467</b>	<b>105,915,037</b>
<b>Use of Funds</b>			
Transfers to Participating Organizations	495,000	2,591,369	94,807,704
Refunds received from Participating Organizations	(610,349)	(105,542)	(1,248,107)
<b>Net Funded Amount</b>	<b>(115,349)</b>	<b>2,485,827</b>	<b>93,559,597</b>
Administrative Agent Fees	15,870	33,733	1,048,415
Direct Costs: (Steering Committee, Secretariat...etc.)	(364)	200,000	8,865,427
Bank Charges	50	22	2,272
Other Expenditures	-	-	-
<b>Total: Uses of Funds</b>	<b>(99,793)</b>	<b>2,719,583</b>	<b>103,475,711</b>
<b>Change in Fund cash balance with Administrative Agent</b>	<b>1,698,458</b>	<b>664,884</b>	<b>2,439,326</b>
Opening Fund balance (1 January)	75,984	1,774,442	-
<b>Closing Fund balance (31 December)</b>	<b>1,774,442</b>	<b>2,439,326</b>	<b>2,439,326</b>
Net Funded Amount (Includes Direct Cost)	(115,713)	2,685,827	102,425,024
Participating Organizations' Expenditure (Includes Direct Cost)	4,927,987	11,382,810	99,561,123
<b>Balance of Funds with Participating Organizations</b>			<b>2,863,901</b>

## 2. PARTNER CONTRIBUTIONS

Table 2 provides information on cumulative contributions received from all contributors to this Fund as of 31 December 2017.

The **Rwanda One UN Fund** is currently being financed by **8** contributors, as listed in the table below.

The table below includes commitments made up to 31 December 2017 through signed Standard Administrative Agreements, and deposits made through 2017. It does not include commitments that were made to the fund beyond 2017.

**Table 2. Contributors' Commitments and Deposits, as of 31 December 2017 (in US Dollars)**

Contributors	Total Commitments	Prior Years as of 31-Dec-2016 Deposits	Current Year Jan-Dec-2017 Deposits	Total Deposits
Delivering Results Together	2,800,000	2,800,000	-	2,800,000
Department for International Development (DFID)	10,499,650	10,499,650	-	10,499,650
Expanded DaO Funding Window	41,075,000	41,075,000	-	41,075,000
Government of Netherlands	9,568,942	9,568,942	-	9,568,942
Government of Norway	3,661,542	3,661,542	-	3,661,542
Government of Spain	6,000,000	6,000,000	-	6,000,000
Government of Sweden	25,451,623	23,674,020	1,777,603	25,451,623
Swedish International Development Cooperation	5,784,758	4,189,020	1,595,738	5,784,758
<b>Grand Total</b>	<b>104,841,515</b>	<b>101,468,174</b>	<b>3,373,341</b>	<b>104,841,515</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 2017, Fund earned interest amounts to US\$ **934,651**.

Interest received from Participating Organizations amounts to US\$ **138,871**, bringing the cumulative interest received to US\$ **1,073,522**.

Details are provided in the table below.

**Table 3. Sources of Interest and Investment Income, as of 31 December 2017 (in US Dollars)**

Interest Earned	Prior Years as of 31-Dec-2016	Current Year Jan-Dec-2017	Total
<b>Administrative Agent</b>			
Fund Earned Interest and Investment Income	927,413	7,238	934,651
<b>Total: Fund Earned Interest</b>	<b>927,413</b>	<b>7,238</b>	<b>934,651</b>
<b>Participating Organization</b>			
FAO	1,900	1,819	3,719
UNCTAD	6,119		6,119
UNDP	45,275		45,275
UNDP(UNV)	4,886		4,886
UNESCO	10,158		10,158
UNFPA	19,899		19,899
UNIDO	33,193	2,069	35,262
UNWOMEN	13,553		13,553
<b>Total: Agency earned interest</b>	<b>134,983</b>	<b>3,888</b>	<b>138,871</b>
<b>Grand Total</b>	<b>1,062,396</b>	<b>11,126</b>	<b>1,073,522</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 2017, the AA has transferred US\$ 94,807,704 to 20 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 2017 (in US Dollars)**

Participating Organization	Prior Years as of 31-Dec-2016			Current Year Jan-Dec-2017			Total		
	Transfers	Refunds	Net Funded	Transfers	Refunds	Net Funded	Transfers	Refunds	Net Funded
ECA	2,072,144		2,072,144				2,072,144		2,072,144
FAO	3,975,130	(28,794)	3,946,335		(4,037)	(4,037)	3,975,130	(32,831)	3,942,298
ILO	2,012,021	(2,091)	2,009,930				2,012,021	(2,091)	2,009,930
IOM	617,807		617,807				617,807		617,807
ITC	587,742		587,742				587,742		587,742
UNAIDS	1,026,616	(297)	1,026,319				1,026,616	(297)	1,026,319
UNCDF	314,388		314,388				314,388		314,388
UNCTAD	1,062,860	(22,289)	1,040,571				1,062,860	(22,289)	1,040,571
UNDP	20,504,285	(581,479)	19,922,806	1,006,342		1,006,342	21,510,627	(581,479)	20,929,148
UNDP(UNV)	182,053	(114,361)	67,692				182,053	(114,361)	67,692
UNEP	398,282		398,282				398,282		398,282
UNESCO	1,997,182	(153,575)	1,843,607				1,997,182	(153,575)	1,843,607
UNFPA	12,518,921		12,518,921	55,000		55,000	12,573,921		12,573,921
UNHABITAT	3,432,083		3,432,083				3,432,083		3,432,083
UNHCR	4,134,668		4,134,668				4,134,668		4,134,668
UNICEF	11,633,347	(2,891)	11,630,455				11,633,347	(2,891)	11,630,455
UNIDO	3,783,541	(136,181)	3,647,361		(101,505)	(101,505)	3,783,541	(237,686)	3,545,856
UNWOMEN	12,389,195	(76,598)	12,312,597	1,470,027		1,470,027	13,859,222	(76,598)	13,782,624
WFP	5,200,037		5,200,037	60,000		60,000	5,260,037		5,260,037
WHO	4,374,035	(24,009)	4,350,026				4,374,035	(24,009)	4,350,026
<b>Grand Total</b>	<b>92,216,335</b>	<b>(1,142,565)</b>	<b>91,073,770</b>	<b>2,591,369</b>	<b>(105,542)</b>	<b>2,485,827</b>	<b>94,807,704</b>	<b>(1,248,107)</b>	<b>93,559,597</b>

## 5. EXPENDITURE AND FINANCIAL DELIVERY RATES

All final expenditures reported for the year 2017 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 2017 expenditure data has been posted on the MPTF Office GATEWAY at <http://mptf.undp.org/factsheet/fund/RW100>.

## 5.1 EXPENDITURE REPORTED BY PARTICIPATING ORGANIZATION

In 2017, US\$ **2,485,827** was net funded to Participating Organizations, and US\$ **3,293,813** was reported in expenditure.

As shown in table 5.1 below, the cumulative net funded amount is US\$ **93,559,597** and cumulative expenditures reported by the Participating Organizations amount to US\$ **91,472,127**. This equates to an overall Fund expenditure delivery rate of **98** percent.

**Table 5.1 Net Funded Amount, Reported Expenditure, and Financial Delivery by Participating Organization, as of 31 December 2017 (in US Dollars)**

Participating Organization	Approved Amount	Net Funded Amount	Expenditure			Delivery Rate %
			Prior Years as of 31-Dec-2016	Current Year Jan-Dec-2017	Cumulative	
ECA	2,355,579	2,072,144	1,872,075	142,920	2,014,995	97.24
FAO	5,124,387	3,942,298	3,759,867	159,011	3,918,879	99.41
ILO	2,545,643	2,009,930	1,992,264	16,976	2,009,240	99.97
IOM	617,807	617,807	617,807		617,807	100.00
ITC	587,742	587,742	563,395	15,401	578,796	98.48
UNAIDS	1,779,559	1,026,319	879,312	141,511	1,020,822	99.46
UNCDF	372,799	314,388	280,347	11,750	292,097	92.91
UNCTAD	1,278,165	1,040,571	1,027,944	(3,108)	1,024,836	98.49
UNDP	26,104,589	20,929,148	19,134,844	1,003,760	20,138,604	96.22
UNDP(UNV)	315,973	67,692	47,611	1,250	48,861	72.18
UNEP	458,677	398,282	398,282		398,282	100.00
UNESCO	2,565,653	1,843,607	1,833,494	9,948	1,843,442	99.99
UNFPA	14,220,470	12,573,921	12,339,551	155,515	12,495,066	99.37
UNHABITAT	4,310,569	3,432,083	3,516,977	104,209	3,621,187	105.51
UNHCR	5,026,794	4,134,668	4,134,668		4,134,668	100.00
UNICEF	12,955,412	11,630,455	11,537,150	93,628	11,630,778	100.00
UNIDO	4,875,107	3,545,856	3,396,422	85,556	3,481,977	98.20
UNWOMEN	14,316,891	13,782,624	11,650,353	1,241,153	12,891,507	93.53
WFP	6,265,208	5,260,037	4,960,258		4,960,258	94.30
WHO	5,953,702	4,350,026	4,235,693	114,333	4,350,025	100.00
<b>Grand Total</b>	<b>112,030,725</b>	<b>93,559,597</b>	<b>88,178,313</b>	<b>3,293,813</b>	<b>91,472,127</b>	<b>97.77</b>

## 5.2 EXPENDITURE BY RESULT AREA

Table 5.2 displays the net funded amounts, expenditures incurred and the financial delivery rates by [UNDAF Outcome or Thematic Area].

**Table 5.2 Expenditure by Result Area, as of 31 December 2017 (in US Dollars)**

Result Area	Prior Years as of 31-Dec-2016		Current Year Jan-Dec-2017		Total		Delivery Rate %
	Net Funded Amount	Expenditure	Net Funded Amount	Expenditure	Net Funded Amount	Expenditure	
<b>Rwanda</b>							
DRG1 Economic Transformation	10,166,985	8,858,731	366,300	888,083	10,533,285	9,746,815	92.53
DRG2 Accountable Governance	9,961,178	9,500,309	2,020,069	1,544,823	11,981,247	11,045,133	92.19
DRG3 Human Development	7,938,538	7,096,110	205,000	758,159	8,143,538	7,854,269	96.45
DRG4 Response & Disaster Mgt	805,604	995,256	(2,032)	3,287	803,572	998,543	124.26
Education and Skills	11,546,319	11,544,469	(10,961)	(16)	11,535,357	11,544,452	100.08
Environment & Natural Res	4,970,770	5,454,429	(52,117)	(132)	4,918,653	5,454,298	110.89
Governance	18,785,918	18,201,722	(327)	(5,213)	18,785,591	18,196,510	96.86
Growth & Social Protection	14,045,363	13,711,057	(40,103)	106,034	14,005,260	13,817,091	98.66
Health, Population	7,197,261	7,174,421			7,197,261	7,174,421	99.68
National HIV & AIDS	5,655,833	5,641,809		(1,213)	5,655,833	5,640,596	99.73
<b>Rwanda Total:</b>	<b>91,073,770</b>	<b>88,178,313</b>	<b>2,485,827</b>	<b>3,293,813</b>	<b>93,559,597</b>	<b>91,472,127</b>	<b>97.77</b>
<b>Grand Total:</b>	<b>91,073,770</b>	<b>88,178,313</b>	<b>2,485,827</b>	<b>3,293,813</b>	<b>93,559,597</b>	<b>91,472,127</b>	<b>97.77</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. 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 6. Expenditure by UNDG Budget Category, as of 31 December 2017 (in US Dollars)**

Category	Expenditure			Percentage of Total Programme Cost
	Prior Years as of 31-Dec-2016	Current Year Jan-Dec-2017	Total	
Supplies, Commodities, Equipment and Transport (Old)	8,169,392	-	8,169,392	9.55
Personnel (Old)	10,074,933	-	10,074,933	11.77
Training of Counterparts (Old)	1,535,280	-	1,535,280	1.79
Contracts (Old)	15,349,873	-	15,349,873	17.94
Other direct costs (Old)	3,305,053	-	3,305,053	3.86
Staff & Personnel Cost (New)	6,221,126	169,354	6,390,480	7.47
Supplies, Commodities and Materials (New)	3,238,167	152,652	3,390,819	3.96
Equipment, Vehicles, Furniture and Depreciation (New)	1,452,679	89,383	1,542,063	1.80
Contractual Services (New)	16,790,319	1,641,283	18,431,602	21.54
Travel (New)	2,397,828	370,595	2,768,423	3.24
Transfers and Grants (New)	5,809,039	178,129	5,987,168	7.00
General Operating (New)	8,175,378	450,822	8,626,200	10.08
<b>Programme Costs Total</b>	<b>82,519,067</b>	<b>3,052,217</b>	<b>85,571,285</b>	<b>100.00</b>
<sup>1</sup> Indirect Support Costs Total	5,659,246	241,596	5,900,842	6.90
<b>Total</b>	<b>88,178,313</b>	<b>3,293,813</b>	<b>91,472,127</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 2017, 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\$ **33,733** was deducted in AA-fees. Cumulatively, as of 31 December 2017, US\$ **1,048,415** has been charged in AA-fees.
- **Indirect Costs of Participating Organizations:** Participating Organizations may charge 7% indirect costs. In the current reporting period US\$ **241,596** was deducted in indirect costs by Participating Organizations. Cumulatively, indirect costs amount to US\$ **5,900,842** as of 31 December 2017.

## 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.

## 8. DIRECT COSTS

The Fund governance mechanism may approve an allocation to a Participating Organization to cover costs associated with Secretariat services and overall coordination, as well as Fund level reviews and evaluations. These allocations are referred to as 'direct costs'. In the reporting period, direct costs charged to the fund amounted to US\$ **200,000**. Cumulatively, as of 31 December 2017, US\$ **8,865,427** has been charged as Direct Costs.

Table: Direct Costs

Participating Organization	Net Funded Amount	Expenditure	Delivery Rate
FAO	80,276	80,276	100%
UNDP	2,618,339	1,920,331	73%
UNFPA	3,989,750	3,989,750	100%
UNHABITAT	80,640	4,852	6%
UNHCR	1,905,835	1,905,835	100%
UNWOMEN	53,500	50,865	95%
WFP	137,088	137,088	100%
<b>Total:</b>	<b>8,865,427</b>	<b>8,088,996</b>	<b>91%</b>