

**Consolidated Annual Financial
Report of the Administrative Agent
for
the JP Kenya Gender GEWE**

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



International
Labour
Organization



International
Organization
Migration



United Nations
Development
Programme



United Nations
Environment Pro



United Nations
Educational,
Scientific and
Cultural
Organization



United Nations
Population Fund



United Nations
Children's Fund



UN Industrial
Development
Organization



UN Office for Drug
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.

TABLE OF CONTENTS

Introduction	1
1. Sources and Uses of Funds	2
2. Partner Contributions	3
3. Interest Earned	3
4. Transfer of Funds	4
5. Expenditure and Financial Delivery Rates	5
6. Cost Recovery	6
7. Accountability and Transparency	7
8. Direct Cost	8

INTRODUCTION

This Consolidated Annual Financial Report of the **JP Kenya Gender GEWE** 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 **JP Kenya Gender GEWE**. 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.

2017 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 **2017**. 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 **2017**, **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\$ **2,852,709** 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 2017.

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

	Annual 2016	Annual 2017	Cumulative
Sources of Funds			
Contributions from donors	-	-	2,958,909
Fund Earned Interest and Investment Income	-	-	2,079
Interest Income received from Participating Organizations	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	(73,718)	-	2,888,599
Use of Funds			
Transfers to Participating Organizations	-	-	2,929,711
Refunds received from Participating Organizations	(63,643)	-	(70,755)
Net Funded Amount	(63,643)	-	2,858,957
Administrative Agent Fees	-	-	29,589
Direct Costs: (Steering Committee, Secretariat...etc.)	-	-	-
Bank Charges	-	-	53
Other Expenditures	-	-	-
Total: Uses of Funds	(63,643)	-	2,888,599
Change in Fund cash balance with Administrative Agent	(10,075)	-	-
Opening Fund balance (1 January)	10,075	-	-
Closing Fund balance (31 December)	-	-	-
Net Funded Amount (Includes Direct Cost)	(63,643)	-	2,858,957
Participating Organizations' Expenditure (Includes Direct Cost)	(4,362)	1,160	2,852,709
Balance of Funds with Participating Organizations			6,247

2. PARTNER CONTRIBUTIONS

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

The **JP Kenya Gender GEWE** is currently being financed by **1** contributor, 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
NORWAY, Government of	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 **2017**, 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 2017 (in US Dollars)

Interest Earned	Prior Years as of 31-Dec-2016	Current Year Jan-Dec-2017	Total
Administrative Agent			
Fund Earned Interest and Investment Income	2,079		2,079
Total: Fund Earned Interest	2,079		2,079
Participating Organization			
UNESCO	958		958
UNIDO	169		169
UNODC	369		369
Total: Agency earned interest	1,496		1,496
Grand Total	3,575		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 2017, 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 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
ILO	204,496	(9,333)	195,163				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	(20,194)	29,806				50,000	(20,194)	29,806
UNESCO	512,335	(21,949)	490,386				512,335	(21,949)	490,386
UNFPA	275,454	(1,039)	274,415				275,454	(1,039)	274,415
UNICEF	115,597	(7,111)	108,486				115,597	(7,111)	108,486
UNIDO	104,197	(11,128)	93,069				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	(70,755)	2,858,957				2,929,711	(70,755)	2,858,957

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/JKE10>.

5.1 EXPENDITURE REPORTED BY PARTICIPATING ORGANIZATION

In **2017**, US\$ was net funded to Participating Organizations, and US\$ **1,160** 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\$ **2,852,709**. This equates to an overall Fund expenditure delivery rate of **100** percent.

The agencies with the three highest delivery rates are: WHO (100%), ILO (100%) and IOM (100%)

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	
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	295,598		295,598	97.91
UNEP	50,000	29,806	29,806		29,806	100.00
UNESCO	512,335	490,386	489,226	1,160	490,386	100.00
UNFPA	275,454	274,415	274,415		274,415	100.00
UNICEF	115,597	108,486	108,486		108,486	100.00
UNIDO	104,197	93,069	93,069		93,069	100.00
UNODC	37,100	37,100	37,100		37,100	100.00
UNWOMEN	1,247,238	1,247,238	1,247,238		1,247,238	100.00
WHO	21,400	21,400	21,449		21,449	100.23
Grand Total	2,929,711	2,858,957	2,851,549	1,160	2,852,709	99.78

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

Table 5.2 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	
Staff & Personnel Cost (New)	453,393	-	453,393	17.00
Supplies, Commodities and Materials (New)	54,019	84	54,103	2.03
Equipment, Vehicle, Furniture and Depreciation (New)	44,668	-	44,668	1.67
Contractual Services (New)	742,023	1,000	743,023	27.86
Travel (New)	330,600	-	330,600	12.40
Transfers and Grants (New)	184,206	-	184,206	6.91
General Operating (New)	883,288	(26,359)	856,929	32.13
Programme Costs Total	2,692,197	(25,275)	2,666,922	100.00
¹ Indirect Support Costs Total	159,352	26,435	185,787	6.97
Total	2,851,549	1,160	2,852,709	

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 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. Cumulatively, as of 31 December 2017, 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\$ 26,435 was deducted in indirect costs by Participating Organizations. Cumulatively, indirect costs amount to US\$ 185,787 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.