



## MALAWI SDG ACCELERATION FUND SECRETARIAT

### OVERVIEW

**Implementing Organizations:** UNDP

**Project length (months):** 12

Proposed Project start date: July 13<sup>th</sup>, 2020

Proposed Project end date: July 13<sup>th</sup>, 2021

### BUDGET

**Total Budget USD \$443,032**

*Budget Source(s): SDG Acceleration Fund*

1. UN MPTF **USD \$443,032**

2. Other budget sources:

- Government USD \_\_\_\_\_
- UN agency USD \_\_\_\_\_
- UN agency USD \_\_\_\_\_
- Others: USD \_\_\_\_\_

<b>Lead UN entity: UNDP</b>	Signature: <i>Shigeki Komatsubara</i>
Name and title: Shigeki Komatsubara	Date: 26-oct-2020
<b>Participating UN entity: UN RCO</b>	Signature: <i>MJT.M</i>
Name and title: Maria Jose Torres	Date: 27-oct-2020

## EXECUTIVE SUMMARY

The Malawi SDG Acceleration Fund is a financing coordination mechanism, in which the Government of Malawi, Development Partners and the United Nations agree on joint priorities and mobilize resources for key interventions in support of SDGs acceleration in the country. It focuses on key components of the UNSDCF, the UN cooperation framework, which has been built up on the support of national priorities established in the Government's MGDSIII 2019-2023 strategy.

To guarantee its operation, facilitate a programmatic cycle and support decision-making processes, the Fund must count with a Secretariat. The Secretariat provides technical, management and administrative to the Steering and Operational committees on the Fund and is responsible for organizing Fund's processes related to programme review, approval, monitoring, evaluation and reporting. This project reflects the initial steps that need to be taken to establish a Secretariat and, overall, support SDGs acceleration in Malawi.

### **1.1 General Objective**

The 2016 Quadrennial Comprehensive Policy Review (QCPR) requested the United Nations Development System (UNDS) "to support member state efforts to implement the 2030 Agenda for Sustainable Development in a coherent and integrated manner". The review emphasized the need for a United Nations (UN) that is more strategic, accountable, transparent, collaborative, efficient, effective and results-oriented". The review also emphasized the need for the UNDS to have well-designed pooled funding mechanisms to support common, cross-cutting UN approaches at country level. The 2030 Agenda calls for a shift on the way the UNDS transacts its business so that the world is put on a path to sustainable development that leaves no one behind.

In Malawi, a first joint effort was made through the set up and implementation of the One UN Fund. Under the leadership of the Government of Malawi, the One Fund aimed at supporting the coherent resource mobilization allocation and disbursement of donor resources. The Malawi One Fund closed on December 2018, and stakeholders agreed on the establishment of a similar coordination and financing mechanism. As a result of this agreement, a Malawi SDG Acceleration Fund was approved in December 2018.

In 2019, the Government of Malawi approved the United Nations Sustainable Development Cooperation Framework (previously known as UNDAF), as the strategic plan for the United Nations Country Team contributing to the Malawi Government's national development priorities and actions for the period 2019-2023.

The cooperation framework incorporates the goals and principles that underpin Agenda 2030 and the 17 Sustainable Development Goals that lie at its heart. It represents a strong collaborative development agenda that aims at supporting the Malawi Growth and Development Strategy III.

In response to national priorities, the UN in Malawi supports the government in three inter-linked and mutually reinforcing strategic priority areas: 1) Peace, inclusion and effective institutions; 2) Population management and inclusive human development and 3) Inclusive resilience growth. Each of these priorities translate into concrete, measurable and time-bound outputs that provide clear, normative-operational linkages and enable the UN and partners to establish the attribution of the United Nations contribution to national priorities.

The general objective of this project is to guarantee the setup of a Secretariat that will facilitate full operation of the Malawi SDG Acceleration Fund. Given the current volume of processes managed by the Fund, an initial and necessary step is to guarantee 3 positions that will oversee Funds' operations. These professionals, in close collaboration with the Fund stakeholders, must facilitate current processes, improve current setup, support resource mobilization, provide strategic advice/inputs to stakeholders for decision-making process, define a programmatic cycle, establish and guarantee monitoring and reporting inputs, liaise with the administrative agent for financial procedures, among other tasks.

## **2. Situation analysis and Theory of Change**

While currently the SDG Acceleration Fund legally exists and is supporting SDG acceleration through various projects, it doesn't count with contracted and specialized staff to deliver the tasks and responsibilities that stakeholders have given to the mechanisms through its Terms of Reference.

In order to boost the potential of a finance coordination mechanism such as the SDG Acceleration Fund, and provide the service that its stakeholders require, it is necessary to put in place a small but fully operational Secretariat.

Current international framework documents and policies, such as the 2018 [UN resolution 72/279](#) on the repositioning of the United Nations Development System (UNDS), the 2019 Funding Compact, the 2019 [UNDS New Mutual Accountability Framework](#), among others, call and/or bind the UNDS and Development Partners to strengthen pool funding mechanisms.

Specifically, these documents are pushing the UNDS and development partners to:

- Align agency programmes and pooled funding with national development needs and priorities.
- Double pooled funds from 5% to 10% of total UNDS non-core budget by 2021.
- Enhance Resident Coordinator authority to ensure alignment of pooled funding.
- Enhance the participation of member states and UN entities in pooled funding mechanisms.
- Strengthen pooled funds at country level.

There is an evident need to guarantee capacities at the national level to manage and operate such mechanisms. By addressing this, a fully operational Fund can boost coordination and cooperation among stakeholders. This will have a direct impact in resource mobilization, development and implementation of projects, and overall SDG agenda acceleration in Malawi.

## **3. Logic of the intervention**

The establishment of a Secretariat requires an initial and key step of contracting the capacity/people that can carry on with the tasks of a secretariat. These contracts are issued by UNDP.

As defined in the SDG Acceleration Fund Terms of Reference, the Fund Secretariat is set up to support the Fund's operational functioning. It is hosted in the UN Resident Coordinator's Office. The Secretariat provides technical, management, and administrative support to the Steering and Operational Committees and is responsible for organizing the Fund's processes related to programme review, approval, monitoring, evaluation and reporting.

To manage the Fund's processes, as a minimum, the Secretariat must be composed of:

- a Fund Manager/Coordinator
- a Monitoring and Evaluation Officer
- an Administrative Assistant;

Specific tasks, like those related to communications, will be supported by the RCO capacities. The structure of the Secretariat can be reviewed and adapted by the Steering Committee, according to needs and budget availability.

The main functions of the Fund Secretariat are:

- Advise the Steering Committee and the Operational Committee whenever on determining strategic priorities and program/financial allocations;
- Follow up the formulation and development of programmes/projects, providing feedback to proponent organizations in order to ensure consistency, quality and risk management, and supervising the application of Fund's cross-cutting approaches before they are circulated to the Operational Committee;
- Organize or facilitate calls for proposals and appraisal processes for unearmarked funding;
- Monitor the balance of funding between Windows and report to the Steering Committee
- Facilitate cooperation and communication between Recipient Organizations;
- Assists the UN Chair with request for the transfer funds to the Administrative Agent in accordance with the decisions made by the Steering and Operational Committees;
- Consolidate monitoring and evaluating information from approved programmes/projects, and periodically inform Fund stakeholders of progress in the implementation.
- Liaise with M&E Officers of approved programmes on the M&E strategy of the Fund;
- Carry out the Fund's knowledge analysis and management, including knowledge systematization, collection of good practices, lessons learned and proposed recommendations;
- Facilitate the contracting of two external evaluations (mid-term and final) for Phase II, and providing all the necessary inputs for carrying them out;
- Ensure that the Fund-level and programme-level risks are monitored and controlled;
- Review formulation and structuring of projects, provide feedback and request initial adjustments to the proposing entities to ensure coherence, quality, and the proper application of cross-cutting approaches and the formats of the Fund, prior to circulation to the Operational Committee.
- Ensure that a focus on gender equality and women's rights is integrated into the projects, including specific 30% budget in activities that aim at gender equality and women's empowerment.
- Consolidate the annual and final narrative reports (provided by the Recipient Organizations) and submit the consolidated report to the Steering Committee for approval.

- Prepare and circulate the schedule and agenda for the meetings of the Steering Committee and Operational Committee, and coordinate participation of their members.
- Document the recommendations and decisions of the Operational and Steering Committees and notify the relevant actors and ensure a proper follow-up.
- Support the UN Chair, SC and OC members with Fund's resource mobilization strategy, working closely with the government, donors, and UN partners.

#### 4. Results Sustainability

The initial setup of the Fund Secretariat will be done through a project within the Fund. The resources allocated for this project are provided by the Fund itself, from the balances and savings of the previous ONE Fund.

To guarantee sustainability after 1 year of operation, The Secretariat's costs will be borne by the Fund as direct costs. The Secretariat's budget will be agreed and approved annually by the Steering Committee (these costs should not to exceed 3% of the Fund's budget). UNDP will carry out the contractual procedures for the staff of the Fund Secretariat.

#### 5. Budget

	<b>UNDG BUDGET CATEGORIES</b>	<b>UNDP (USD)</b>	<b>TOTAL (USD)</b>
1	Staff and other personnel	324,075	324,075
2	Supplies, Commodities, Materials	0	0
3	Equipment, Vehicles and Furniture (including Depreciation)	0	0
4	Contractual services	65,177	65,177
5	Travel	9,797	9,797
6	Transfers and Grants Counterparts	0	0
7	General Operating and other Direct Costs	15,000	15,000
	<b>Total Direct Costs</b>	<b>414,049</b>	<b>414,049</b>
8	Indirect Support Costs (Max. 7%)	28,983	28,983
	<b>TOTAL Costs</b>	<b>443,032</b>	<b>443,032</b>
	MPTF SDG AF Total		<b>443,032</b>