



CONSOLIDATED ANNUAL FINANCIAL REPORT

of the Administrative Agent

Joint Programme Myanmar - Women's Empowerment and Resilient Inclusive Communities in Rakhine

for the period 1 January to 31 December 2021

UN Multi-Partner Trust Fund Office
United Nations Development Programme
PARTNERS GATEWAY: <https://mptf.undp.org>

18 May 2022



United Nations
MPTF Office



Joint Programme Myanmar - Women's Empowerment and Resilient Inclusive Communities in Rakhine

Financial Report

prepared by the Administrative Agent

18 May 2022



DEFINITIONS

Allocation

Amount approved by the Steering Committee for the Joint Programme.

Approved Project/Programme

A joint programme including budget, etc., that is approved by the Steering Committee for fund allocation purposes.

Contributor Commitment

Amount(s) committed by a contributor to a Joint Programme 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'. This does not include expense commitments by Participating Organization.

Indirect Support Costs

A general cost that is not directly related to any particular programme or activity of the Participating Organizations. UNSDG policy establishes a fixed indirect cost rate of 7% of programmable costs for inter-agency pass-through Joint Programmes.

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 partner in a Fund, as represented by signing a Memorandum of Understanding (MOU) with the MPTF Office for a particular Fund.

Joint Programme 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.

Joint Programme Financial Closure

A joint programme is considered financially closed when all financial obligations of an operationally completed joint programme have been settled, and no further financial charges may be incurred.

Joint Programme Operational Closure

A joint programme is considered operationally closed when all programmatic activities for which Participating Organization(s) received funding have been completed.

Joint Programme Start Date

Joint programme start date as per the programmatic document.

Total Approved Budget

Represents the amount of cumulative allocations approved by the Steering Committee.

US Dollar Amount

The financial data in the report is recorded in US Dollars



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INTRODUCTION

This Consolidated Annual Financial Report of the **Joint Programme in Myanmar - Women's Empowerment and Resilient Inclusive Communities in Rakhine** 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 Joint Programme Document, 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 and financial statements, for transmission to stakeholders.

This consolidated financial report covers the period 1 January to 31 December 2021 and provides financial data in the implementation of the **Joint Programme in Myanmar - Women's Empowerment and Resilient Inclusive Communities in Rakhine**. It is posted on the MPTF Office GATEWAY (<https://beta.mptf.undp.org/fund/jmm00>).



2021 FINANCIAL PERFORMANCE

This chapter presents financial data and analysis of the **Joint Programme in Myanmar - Women's Empowerment and Resilient Inclusive Communities in Rakhine** using the pass-through funding modality as of 31 December 2021.

Financial information for this Fund is also available on the MPTF Office GATEWAY, at the following address:

<https://beta.mptf.undp.org/fund/jmm00>.

1. SOURCES AND USES OF FUNDS

As of 31 December 2021, 2 contributors deposited US\$ 14,568,020 and US\$ 60,350 was earned in interest.

The cumulative source of funds was US\$ 14,628,371.

Of this amount, US\$ 14,422,340 has been net funded to 2 Participating Organizations, of which US\$ 10,887,695 has been reported as expenditure. The Administrative Agent fee has been charged at the approved rate of 1% on deposits and amounts to US\$ 145,680. Table 1 provides an overview of the overall sources, uses, and balance of the **Joint Programme in Myanmar - Women's Empowerment and Resilient Inclusive Communities in Rakhine** as of 31 December 2021.

Table 1. Financial Overview, as of 31 December 2021 (in US Dollars)

	Annual 2020	Annual 2021	Cumulative
Sources of Funds			
Contributions from donors	1,518,894	0	14,568,020
Sub-total Contributions	1,518,894	0	14,568,020
Fund Earned Interest and Investment Income	14,810	776	60,350
Total: Sources of Funds	1,533,704	776	14,628,371
Use of Funds			
Transfers to Participating Organizations	9,197,670	1,503,705	14,422,340
Net Funded Amount	9,197,670	1,503,705	14,422,340
Administrative Agent Fees	15,189	0	145,680
Bank Charges	60	11	112
Total: Uses of Funds	9,212,919	1,503,715	14,568,132
Change in Fund cash balance with Administrative Agent	(7,679,215)	(1,502,939)	60,239
Opening Fund balance (1 January)	9,242,393	1,563,178	
Closing Fund balance (31 December)	1,563,178	60,239	60,239
Net Funded Amount (Includes Direct Cost)	9,197,670	1,503,705	14,422,340
Participating Organizations Expenditure (Includes Direct Cost)	5,330,731	3,953,432	10,887,695
Balance of Funds with Participating Organizations	3,866,939	(2,449,728)	3,534,645



2. PARTNER CONTRIBUTIONS

Table 2 provides information on cumulative contributions received from all contributors to this Joint Programme as of 31 December 2021.

The **Joint Programme in Myanmar - Women's Empowerment and Resilient Inclusive Communities in Rakhine** is currently being financed by 2 contributors, as listed in the table below

The table includes financial commitments made by the contributors through signed Standard Administrative Agreements with an anticipated deposit date as per the schedule of payments by 31 December 2021 and deposits received by the same date. It does not include commitments that were made to the Joint Programme beyond 2021.

Table 2. Contributions, as of 31 December 2021 (in US Dollars)

Contributors	Total Commitments	Prior Years as of 31-Dec-2020 Deposits	Current Year Jan-Dec-2021 Deposits	Total Deposits
Former - DFAIT	9,027,265	9,027,265	0	9,027,265
Government of Germany	5,540,755	5,540,755	0	5,540,755
Grand Total	14,568,020	14,568,020	0	14,568,020



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 **2021**, Fund earned interest amounts to US\$ **60,350**.

Interest received from Participating Organizations amounts to US\$ **nil**, bringing the cumulative interest received to US\$ **60,350**. Details are provided in the table below.

Table 3. Sources of Interest and Investment Income, as of 31 December 2021 (in US Dollars)

Interest Earned	Prior Years as of 31-Dec-2020	Current Year Jan-Dec-2021	Total
Administrative Agent			
Fund Earned Interest and Investment Income	59,574	776	60,350
Total: Fund Earned Interest	59,574	776	60,350
Participating Organization			
Total: Agency earned interest			
Grand Total	59,574	776	60,350



4. TRANSFER OF FUNDS

Allocations to Participating Organizations are approved by the Steering Committee and disbursed by the Administrative Agent. As of 31 December **2021**, the AA has transferred US\$ **14,422,340** to **2** Participating Organizations (see list below).

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 (in US Dollars)

Participating Organization	Prior Years as of 31-Dec-2020			Current Year Jan-Dec-2021			Total		
	Transfers	Refunds	Net Funded	Transfers	Refunds	Net Funded	Transfers	Refunds	Net Funded
UNWOMEN	3,456,472	0	3,456,472	451,051	0	451,051	3,907,523	0	3,907,523
UNDP	9,462,163	0	9,462,163	1,052,653	0	1,052,653	10,514,816	0	10,514,816
Grand Total	12,918,635	0	12,918,635	1,503,705	0	1,503,705	14,422,340	0	14,422,340



5. EXPENDITURE AND FINANCIAL DELIVERY RATES

All final expenditures reported are submitted as certified financial information by the Headquarters of the Participating Organizations. These were consolidated by the MPTF Office.

Joint programme/ project expenditures are incurred and monitored by each Participating Organization, and are reported to the Administrative Agent as per the agreed upon categories for inter-agency harmonized reporting. The expenditures are reported via the MPTF Office's online expenditure reporting tool. The **2021** expenditure data has been posted on the MPTF Office GATEWAY at <https://beta.mptf.undp.org/fund/jmm00>.

5.1 EXPENDITURE REPORTED BY PARTICIPATING ORGANIZATION

In **2021**, US\$ **1,503,705** was net funded to Participating Organizations, and US\$ **3,953,432** was reported in expenditure.

As shown in table below, the cumulative net funded amount is US\$ **14,422,340** and cumulative expenditures reported by the Participating Organizations amount to US\$ **10,887,695**. This equates to an overall Fund expenditure delivery rate of **75.49** percent.

Table 5.1. Net Funded Amount and Reported Expenditures by Participating Organization, as of 31 December 2021 (in US Dollars)

Participating Organization	Approved Amount	Net Funded Amount	Expenditure			Delivery Rate %
			Prior Years as of 31-Dec-2020	Current Year Jan-Dec-2021	Cumulative	
UNDP	10,514,816	10,514,816	5,322,456	2,577,234	7,899,690	75.13
UNWOMEN	3,907,523	3,907,523	1,611,806	1,376,198	2,988,005	76.47
Grand Total	14,422,340	14,422,340	6,934,262	3,953,432	10,887,695	75.49



5.2. Expenditures 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 (UNSDG) 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.

Table 5.2. Expenditure by UNSDG Budget Category, as of 31 December 2021 (in US Dollars)

Category	Expenditures		Total	Percentage of Total Programme Cost
	Prior Years as of 31-Dec-2020	Current Year Jan-Dec-2021		
Staff & Personnel Cost	1,728,512	1,060,930	2,789,442	27.58
Supplies, commodities and materials	465,044	325,718	790,762	7.82
Equipment, vehicles, furniture and depreciation	50,043	353,763	403,805	3.99
Contractual Services Expenses	2,939,613	1,597,937	4,537,550	44.87
Travel	186,818	21,115	207,933	2.06
Transfers and Grants	25,610	-	25,610	0.25
General Operating	963,710	393,454	1,357,164	13.42
Programme Costs Total	6,359,350	3,752,917	10,112,267	100.00
¹ Indirect Support Costs Total	574,912	200,515	775,428	7.67
Grand Total	6,934,262	3,953,432	10,887,695	

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 2021, 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\$ 00 was deducted in AA-fees. Cumulatively, as of 31 December 2021, US\$ 145,680 has been charged in AA-fees.
- **Indirect Costs of Participating Organizations:** Participating Organizations may charge 7% indirect costs. In the current reporting period US\$ 200,515 was deducted in indirect costs by Participating Organizations. Cumulatively, indirect costs amount to US\$ 775,428 as of 31 December 2021.

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 (<https://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.

Contributors



UN Participating Organizations

