



**Terms of Reference for
UN Secretary-General's Multi-Partner Trust Fund
to Support Global Compact for Safe, Orderly and Regular Migration**

I. Overview

1. Refugee movements and migration are at the centre of global attention as a result of record levels of displacement, human suffering, the socio-economic impact on host communities and the complex political ramifications in many countries.
2. Refugee and migration issues are inherently transnational and fundamentally political in character, and the United Nations is the global, multilateral institution best placed to build an effective, norm-based and principled response. The General Assembly convened the UN Summit for Refugees and Migrants on 19 September 2016, at which world leaders adopted the New York Declaration for Refugees and Migrants. In this document, Member States have agreed upon the basic principles for the international response: it must be grounded in human rights, shared responsibility, international cooperation and an absolute rejection of xenophobia.
3. In the New York Declaration, Member States set forward a plan with a clear timeline for next steps toward two global compacts in 2018:
 - They agreed to implement a comprehensive refugee response, which brings greater focus to investing in the education and employment of refugees, as well as the long-term development needs of host communities. This includes agreeing upon a better approach for sharing responsibility for refugees by 2018.
 - After years of approaching migration as an issue related to national sovereignty and hence primarily a discussion to be addressed through national and/or regional approaches, Member States have now changed course and recognized that better global cooperation and governance on migration is needed. They agreed to bring IOM into the UN as a related organization and to launch a major new intergovernmental process toward a global compact for safe, orderly and regular migration by 2018.
4. In addition, Member States committed to implement the Secretary-General's global TOGETHER campaign to counter xenophobia.
5. The New York Declaration, agreed by 193 Member States, is widely recognized as a landmark. It is critical to sustain progress on implementation of the New York Declaration. While Member States have the primary responsibility for fulfilling their commitments, the UN system has a central role to play in supporting the Declaration follow-up, both politically through thought leadership and substantive vision for an ambitious forward agenda, and operationally through its field presence and work with governments and communities. From the UN senior leadership, strong advocacy and messaging on political commitments that protect and uphold existing international obligations related to human rights and refugee law will also be essential. On migration dimensions particularly, which are coming to the multilateral system for the first time, the UN will need to provide substantive vision and support toward an impactful global compact and beyond.
6. The Implementation of the Summit commitments will contribute to better responsibility-sharing for refugees and a framework for international governance of migration. There will be stronger protection mechanisms for migrants, especially in transit countries and upon arrival, and fewer unsafe movements which continue to take far too many lives. States will use the compact to set standards in key areas of migration governance, which they would pledge to respect, and wherever possible surpass, in national policies and bilateral and regional agreements.

7. The follow-up process will enable the UN to act as the international convener for collective political action on the urgent contemporary issue of displacement and migration.
8. A General Assembly Resolution for Modalities for the intergovernmental negotiations of the global compact for safe, orderly, and regular migration was adopted on 6 April 2017. Its OP15 sets out a tight timeframe for thematic consultations.

Informal thematic meetings		
Human rights of all migrants, social inclusion, cohesion and all forms of discrimination, including racism, xenophobia and intolerance	United Nations Office, Geneva	8 - 9 May 2017
Addressing drivers of migration, including adverse effects of climate change, natural disasters and human-made crises, through protection and assistance, sustainable development, poverty eradication, conflict prevention and resolution	United Nations Headquarters, New York	22 - 23 May 2017
International cooperation and governance of migration in all its dimensions, including at borders, on transit, entry, return, readmission, integration and reintegration	United Nations Office, Geneva	19 - 20 June 2017
Contributions of migrants and diasporas to all dimensions of sustainable development, including remittances and portability of earned benefits	United Nations Headquarters, New York	24 - 25 July 2017
Smuggling of migrants, trafficking in persons and contemporary forms of slavery, including appropriate identification, protection and assistance to migrants and trafficking victims	United Nations Office, Vienna	4-5 September 2017
Irregular migration and regular pathways, including decent work, labour mobility, recognition of skills and qualifications and other relevant measures	United Nations Office, Geneva	12 - 13 October 2017

In addition, the work plan prepared by the UN Secretary-General (called for in OP22 of A/71/280) includes the dates of the following meetings hosted by the UN Regional Economic Commissions:

Meetings of the UN Regional Economic Commissions		
Economic Commission for Latin America and the Caribbean (ECLAC)	Santiago de Chile	30-31 August 2017
Economic and Social Commission for Western Asia (ESCWA) with the League of Arab States	Beirut	26-27 September 2017
Economic and Social Commission for Africa (ECA) comprising experts from all sub-regions to discuss the consolidated regional report	Addis Ababa	19-20 October 2017
Economic Commission for Europe (ECE)	Geneva	6 November 2017

Economic and Social Commission for Asia and the Pacific (ESCAP)	Bangkok	6-8 November 2017
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The work plan also highlights that the preparatory stocktaking meeting as per OP23 of Res A/71/280 will take place in Mexico on 4-6 December 2017. For the full list of relevant processes, mechanisms and initiatives in the field of migration, please consult the work plan prepared by the UN Secretary-General.¹

9. OP 31 of Res A/71/280 “Decides to establish a voluntary trust fund for the intergovernmental conference and its preparatory process, primarily to support the travel and participation of representatives from developing countries, in particular the least developed countries, also decides that any surplus funds in the voluntary trust fund may be used to support the activities involved in the preparations of the Conference, and encourages Member States and other potential donors to consider contributing to the trust fund.”

II. Scope and Governance Structure of the UN MPTF on Migration

10. The UN MPTF on Migration aims to give the UN Special Representative for International Migration the ability to decide on fund allocation in line with the agreed Objectives.

III. Objectives of the MPTF

Objective 1

11. The UN MPTF on Migration would support the following Primary Objective of the Fund:

Objective: Support the travel and participation of representatives from developing countries, in particular the least developed countries for the intergovernmental Conference and its preparatory process.

12. The UN Special Representative for International Migration, supported by a joint Fund Secretariat based in the Office of the UN Special Representative for International Migration and IOM, will make fund allocation decisions for Objective 1 of the Trust Fund.
13. The UN MPTF on Migration will be administered by the MPTF Office, acting as the Administrative Agent. The MPTF Office is a UN Facility which administers over 100 UN common funding instruments (<http://mptf.undp.org>).
14. UNDP MPTF Office is responsible for Fund design and set-up, the maintenance of the Fund account, the receipt of donor contributions and the disbursement of funds upon instructions from the Chair in consultation with the Advisory Committee and provision of periodic consolidated reports. The MPTF Office charges a standard one-time fee of 1% for pass-through services of the UN pooled funds, which will be deducted from the contributions to the UN MPTF on Migration at the time they are deposited.

Recipient Organization (for objective 1)

¹ http://refugeesmigrants.un.org/sites/default/files/work_plan_gcm_0.pdf

15. IOM will sign a Memorandum of Understanding with Multi-Partner Trust Fund Office (MPTF Office) of the UNDP, serving as Administrative Agent to manage travel arrangements.

Objective 2

16. Any surplus funds in the voluntary trust fund may be used to support the **Secondary Objective of the MPTF: support activities related to the preparations of the Conference:**
- Hiring consultants
 - Commissioning studies
 - Organizing events amongst stakeholders including regional organizations, global, regional and local civil-society actors and NGOs, migrant organizations, academic institutions and think tanks, the media, private sector, and others.
17. Operational procedures of the MPTF are streamlined to facilitate rapid fund allocation processes.

Recipient Organizations (for objective 2)

18. The UN MPTF on Migration is designed to support and allocate resources to Recipient Organizations in undertaking specific activities and objectives of this Trust Fund, as may be amended from time to time, and approved by the Chair, in consultation with the Advisory Committee. Recipient Organizations of the Fund will include **United Nations Agencies, Funds, Programmes, Departments, Related Organizations, Specialized Agencies** and the Office of the UN Special Representative for International Migration
19. Recipient UN Organizations sign a Memorandum of Understanding with Multi-Partner Trust Fund Office (MPTF Office) of the UNDP, serving as Administrative Agent.
20. Each UN Recipient Organization shall assume full programmatic and financial accountability for the funds disbursed to it by the Administrative Agent. Such funds will be administered by each UN Agency, Fund, and Programme in accordance with its own regulations, rules, directives and procedures. Each Recipient Organization shall establish a separate ledger account for the receipt and administration of the funds disbursed to it by the Administrative Agent.
21. Indirect costs of the Recipient Organizations recovered through programme support costs will be 7%. All other costs incurred by each Recipient Organization in carrying out the activities for which it is responsible under the UN MPTF on Migration will be recovered as direct costs.

IV. Contributions to the UN MPTF on Migration

22. Contributions to the UN MPTF on Migration may be accepted from Member States, regional legislative bodies, inter-governmental organizations, businesses, and individuals. Contributors are encouraged to provide un-earmarked contributions into the UN MPTF on Migration, which will be programmed by the Chair in consultation with the Advisory Committee. If due to specific donor preferences the un-earmarked contributions are not feasible, donors may earmark their contributions to Objectives listed in paragraph 11.
23. To contribute to the UN MPTF on Migration, a donor needs to sign a Standard Administrative Arrangement (SAA). Contributions to the UN MPTF on Migration may be accepted in fully convertible currency or in any other currency that can be readily utilized. Such contributions

will be deposited into the bank account designated by UNDP MPTF Office, as stated in the SAA.

24. The value of a contribution payment, if made in other than US dollars, will be determined by applying the United Nations operational rate of exchange in effect on the date of payment. Gains or losses on currency exchanges will be recorded in the UN MPTF on Migration account established by the Administrative Agent.

V. Fund Management and Operational Principles

25. Resources from the UN MPTF on Migration will be utilized to support the travel and participation of representatives from developing countries, in particular the least developed countries for the intergovernmental Conference and its preparatory process. Any surplus funds in the voluntary trust fund may be used to support activities related to the preparations of the Conference. Details of such proposals, including respective budgets and implementation partners, will be as set out in the relevant proposal documents.
26. The UN MPTF on Migration will be operationally closed upon completion of all proposals funded through the MPTF and after satisfaction of all commitments and liabilities.
27. Any balance remaining in the Fund Account or in the individual Recipient Organizations' separate ledger accounts upon completion of the UN MPTF on Migration will be used for a purpose mutually agreed upon or returned to the donor(s) in proportion to their contribution to the Fund as agreed upon by the donors and the Chair, in consultation with the Advisory Committee.

VI. Monitoring and Reporting

28. For each proposal approved for funding from the UN MPTF on Migration, including IOM's proposal to manage travel arrangements for objective one, each Recipient Organization shall provide the Administrative Agent and the Fund Secretariat with the following statements and reports prepared in accordance with the accounting and reporting procedures applicable to the Recipient Organization concerned.
 - (a) Annual financial reports as of 31 December each year with respect to the funds disbursed to it from the UN MPTF on Migration Account, to be provided no later than four months after the end of the applicable reporting period;
 - (b) A final consolidated narrative report and financial report, after the completion of the activities financed by the UN MPTF on Migration and including the final year of the activities, to be provided no later than 30 April of the year following the operational closing of the project activities;
 - (c) A final certified financial statement, to be provided no later than 31 May of the year following the financial closing of the project.
29. The reports will be consolidated by the Fund's Secretariat and provided to each donor that has contributed to the UN MPTF on Migration Account, to the Chair and the Advisory Committee.
30. The MPTF Office maintains the UN MPTF on Migration web-site (<http://mptf.undp.org/migration>), and provides up-to-date programmatic and real-time financial information on contributions received and funds transferred and quarterly updates.

VII. Governance Structure of the UN MPTF on Migration (for objective 2)

31. If residual funds are available for objective 2, the UN Special Representative for International Migration will establish an Advisory Committee.
32. The UN Special Representative for International Migration will be supported by a joint Fund Secretariat based in the Office of the UN Special Representative for International Migration and IOM. The Fund Secretariat will provide administrative support to the Chair of the Advisory Committee, support fund mobilization efforts led by the Chair; organize calls for and appraisal of proposals; and monitor and report on the Fund's programmatic and operational performance to the Advisory Committee. The costs of the Fund Secretariat will be kept to a minimum and will be covered by the UN MPTF on Migration as direct costs, with budget submitted to the Chair, in consultation with the Advisory Committee, for approval.
33. The Advisory Committee will provide guidance to the Chair in the management of the UN MPTF on Migration as it relates to objective 2.
34. The Advisory Committee will consist of the following members: UN Special Representative for International Migration (as a Chair), IOM (as the global programmatic lead), UNHCR, OHCHR, UNDP, UNODC, ILO, UN Women and UNICEF, and up to three donors. The MPTF Office will serve as ex-officio member of the Advisory Committee.
35. The International Organization for Migration (IOM), as the global lead agency on migration, will support and advise the Chair of the Advisory Committee on the strategic direction of the Fund.
36. The Chair in consultation with the Advisory Committee will articulate the funding priorities, and make resource allocation decisions in line with the objectives of the Fund, which may be updated from time to time.
37. The Advisory Committee will meet anytime it should be required to do so, upon invitation from the Chair. The Advisory Committee will meet physically, via video or teleconference.
38. In circumstances where immediate funding is required in order to respond to a requirement that is in line with this TOR, the Chair, in consultation with the Advisory Committee, may approve proposals electronically on the "no-objection" basis within 48 hours.

Proposal development and approval (for objective 2)

39. The UN MPTF on Migration will allocate funds to Recipient Organizations based on Organizations' proposals. The Recipient Organizations will be invited to submit proposals to the Fund's Secretariat upon issuance of a Call for Proposals by the Chair. Joint Proposals are encouraged as they will strengthen the value proposition, avoid overlap, and promote coherence of actions.
40. The Fund Secretariat will review the proposals submitted by Recipient Organizations to ensure that all the required information is included in the standard proposal before submission to the Chair and Advisory Committee. The Chair, in consultation with the Advisory Committee will review the proposals and either approve it, request further review or reject it. Upon approval of a proposal the Advisory Committee Chair will advise the UN MPTF Administrative Agent to disburse the authorized amount to the Recipient Organization. The request to transfer funds will be signed by the Chair of the Advisory Committee and include all relevant documentation to enable a disbursement. The Administrative Agent will disburse the authorized amounts to a

Recipient Organization within five business days after receiving all the required documentation and instructions from the Chair of the Advisory Committee.