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| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  | |  |  |  |  | | --- | --- | --- | --- | | |  | | --- | | **INTRODUCTION** | | | | |  |  |  | | |  | | --- | | This Consolidated Annual Financial Report of the **Viet Nam One Plan Fund I** 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 stakeholders.  This consolidated financial report covers the period 1 January to 31 December 2023 and provides financial updates on projects of the **Viet Nam One Plan Fund I**, as posted on the MPTF Office GATEWAY (<https://mptf.undp.org/fund/vn100>). | | |  | | |  | |

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| |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  | |  | | --- | | **2023 FINANCIAL PERFORMANCE** | | | |  | |  | |  | | --- | | This chapter presents financial data and analysis of the **Viet Nam One Plan Fund I** using the pass-through funding modality as of 31 December **2023**. Financial information for this Fund is also available on the MPTF Office GATEWAY, at the following address: <https://mptf.undp.org/fund/vn100>.  This Multi-Partner Trust Fund operationally closed on **31 December 2010** and is in the process of being financially closed. Subsequent to Operational Closure, Participating Organisations finalise all expenses, financially close their portion of each project/programme and report final expenses along with a final refund (if any) to MPTFO. Once all Participating Organization have completed financial closure, any remaining balance will be finalized in line with the MOU and the MDTF will be financially closed. | |  | |  | | --- | | **1. SOURCES AND USES OF FUNDS** As of 31 December **2023**, **10** contributors deposited US$ **30,913,791** and US$ **1,151,508** was earned in interest. The cumulative source of funds was US$ **31,478,828**.  Of this amount, US$ **31,169,660** has been net funded to **5** Participating Organizations, of which US$ **31,169,660** has been reported as expenditure. The Administrative Agent fee has been charged at the approved rate of 1% on deposits and amounts to US$ **309,138**. Table 1 provides an overview of the overall sources, uses, and balance of the **Viet Nam One Plan Fund I** as of 31 December 2023. | |  | | |
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| |  |  |  |  | | --- | --- | --- | --- | |  | |  | | --- | | **3.2 EXPENDITURE BY [UNDAF OUTCOME OR THEMATIC AREA]**  Table 3.2 displays the net funded amounts, expenditures incurred and the financial delivery rates by [UNDAF Outcome or Thematic Area]. | |  | |
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| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | |  |  |  | |  | |  | | --- | | **Table 3.2. Expenditure with breakdown by Outcome or Thematic Area (in US Dollars)** | |  | |  | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | |  |  | **Current Year Jan-Dec-2023** | | **Total** | |  | | **Outcome Or Thematic Area** | | **Net Funded Amount** | **Expenditure** | **Net Funded Amount** | **Expenditure** | **Delivery Rate %** | | **Viet Nam** | | | | | | | | Direct Cost Budget | |  |  | 162,500 | 162,500 | 100.00 | | VNM Disaster Management | |  |  | 1,229,366 | 1,229,366 | 100.00 | | VNM Environment | |  |  | 500,000 | 500,000 | 100.00 | | VNM Governance | |  |  | 3,683,444 | 3,683,444 | 100.00 | | VNM Social Economic Policy | |  |  | 12,033,413 | 12,033,413 | 100.00 | | VNM Social Services | |  |  | 13,560,938 | 13,560,938 | 100.00 | | **Total** | |  |  | **31,169,660** | **31,169,660** | **100.00** | |  |  | | | | | | | **Grand Total** | |  |  | **31,169,660** | **31,169,660** | **100.00** | |  | | |

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| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  | |  |  |  |  | | --- | --- | --- | --- | |  | |  | | --- | | **Table 3.3. Expenditure by UNSDG Budget Category, as of 31 December 2023 (in US Dollars)** | | | |  | |  |  |  |  |  | | --- | --- | --- | --- | --- | | Category | Expenditures | | | Percentage of Total Programme Cost | |  | **Prior Years up to 31-Dec-2022** | |  | | --- | | **Financial Year Jan-Dec-2023** | | |  | | --- | | **Total** | |  | | Supplies, Commodities, Equipment and Transport (Old) | 1,753,254 | - | 1,753,254 | 6.00 | | Personnel (Old) | 14,951,034 | - | 14,951,034 | 51.17 | | Training of Counterparts (Old) | 2,845,765 | - | 2,845,765 | 9.74 | | Contracts (Old) | 5,101,392 | - | 5,101,392 | 17.46 | | Other direct costs (Old) | 3,917,667 | - | 3,917,667 | 13.41 | | Staff & Personnel Cost | (9,025,359) | - | (9,025,359) | -30.89 | | Supplies, commodities and materials | 181,138 | - | 181,138 | 0.62 | | Equipment, vehicles, furniture and depreciation | 209,116 | - | 209,116 | 0.72 | | Contractual Services Expenses | 5,867,869 | - | 5,867,869 | 20.08 | | Travel | 1,510,214 | - | 1,510,214 | 5.17 | | Transfers and Grants | 3,324,365 | - | 3,324,365 | 11.38 | | General Operating | (1,419,548) | - | (1,419,548) | -4.86 | | **Programme Costs Total** | **29,216,908** | **-** | **29,216,908** | **100.00** | | ¹ Indirect Support Costs Total | 1,952,753 | - | 1,952,753 | 6.68 | | **Grand Total** | **31,169,660** | **-** | **31,169,660** | **-** | | | |  | |  |  |  | |  | |  | | --- | | **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%. | | | |  | | |

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Refreshed daily 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. | | | |  |  | |  | |  |  | | --- | --- | |  |  | |  | |  | | --- | | 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 2023, 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 2023, US$ **309,138** has been charged in AA-fees.      * **Indirect Costs of Participating Organizations:** A general cost that cannot be directly related to any particular programme or activity of the Participating Organizations. Participating Organizations may charge 7% indirect costs based on UNSDG policy, establishing an indirect cost rate as a percentage of the programmable costs for interagency pass-through pool funds. In the current reporting period US$ was deducted in indirect costs by Participating Organizations. Cumulatively, indirect costs amount to US$ **1,952,753** as of 31 December **2023**. | | | | |  |  |  |  | |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  | |  | |  | | --- | | **6.  DIRECT COSTS** | | | | | |  |  |  | |  |  |  |  |  |  |  |  |  | |  | |  | | --- | | The Fund governance mechanism may approve an allocation to a Participating Organization to cover costs associated with Fund coordination covering overall coordination, and fund level reviews and evaluations. These allocations are referred to as 'direct costs'. Cumulatively, as of 31 December 2023, US$ 162,500 has been charged as Direct Costs. | | | | | |  |  |  | |  |  |  |  |  |  |  |  |  | |  |  | |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  | | --- | | Participating Organization | | Approved Amount | Net Funded Amount | |  | | --- | | Expenditure | | | | |  | | --- | | Delivery Rate % | | |  |  |  | **Prior Years up to 31-Dec-2022** | **Financial Year Jan-Dec-2023** | **Cumulative** |  | | UNDP | 162,500 | 162,500 | 162,500 | - | 162,500 | 100.00 | | **Grand Total** | **162,500** | **162,500** | **162,500** | **-** | **162,500** | **100.00** | | | | |  |  |  | | |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  | | --- | --- | --- | --- | |  | |  | | --- | | **Annex Expenditure by Project within Theme/Outcome** | |  | |  | |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **Theme/Outcome / Project No. and Project Title** | | **Participating Organization** | **Project Status** | **Total Approved Amount** | **Net Funded Amount** | **Total Expenditure** | **Delivery Rate %** | | **Direct Cost Budget** | | | | | | | | | 00076801 | Viet Nam OPF I - DCB | UNDP | Financially Closed | 162,500 | 162,500 | 162,500 | 100.00 | | **Direct Cost Budget: Total** | |  |  | **162,500** | **162,500** | **162,500** | **100.00** | |  |  | | | | | | | | **VNM Disaster Management** | | | | | | | | | 00066452 | 63486 Disaster Risk Management | UNDP | Financially Closed | 485,851 | 485,851 | 485,851 | 100.00 | | 00066453 | 60851 Climate Change Adaptatio | UNDP | Financially Closed | 657,917 | 657,917 | 657,917 | 100.00 | | 00071591 | CSD P4: Communication for Deve | UNICEF | Financially Closed | 85,598 | 85,598 | 85,598 | 100.00 | | **VNM Disaster Management: Total** | |  |  | **1,229,366** | **1,229,366** | **1,229,366** | **100.00** | |  |  | | | | | | | | **VNM Environment** | | | | | | | | | 00071557 | 47181 Poverty and Environment | UNDP | Financially Closed | 500,000 | 500,000 | 500,000 | 100.00 | | **VNM Environment: Total** | |  |  | **500,000** | **500,000** | **500,000** | **100.00** | |  |  | | | | | | | | **VNM Governance** | | | | | | | | | 00066450 | 59695 Capacity of Representati | UNDP | Financially Closed | 1,586,810 | 1,586,810 | 1,586,810 | 100.00 | | 00066451 | 59912 Capacity Building for Ci | UNDP | Financially Closed | 358,450 | 358,450 | 358,450 | 100.00 | | 00066458 | CP P2 Justice System for Child | UNICEF | Financially Closed | 309,058 | 309,057 | 309,057 | 100.00 | | 00066467 | PSP P2 Capacity Building | UNICEF | Financially Closed | 268,494 | 268,494 | 268,494 | 100.00 | | 00066469 | PCFP P1 Capacity Building & ME | UNICEF | Financially Closed | 620,445 | 620,445 | 620,445 | 100.00 | | 00071554 | 43694 Strengthening local gove | UNDP | Financially Closed | 130,000 | 130,000 | 130,000 | 100.00 | | 00071555 | 49456 Strengthening capacity f | UNDP | Financially Closed | 140,000 | 140,000 | 140,000 | 100.00 | | 00071556 | 62806 Budget Oversight (CEBA) | UNDP | Financially Closed | 270,188 | 270,188 | 270,188 | 100.00 | | **VNM Governance: Total** | |  |  | **3,683,445** | **3,683,444** | **3,683,444** | **100.00** | |  |  | | | | | | | | **VNM Social Economic Policy** | | | | | | | | | 00066441 | 58295 Economic Diplomacy MOFA | UNDP | Financially Closed | 788,396 | 788,396 | 788,396 | 100.00 | | 00066442 | 61137 Financial Policy Analysi | UNDP | Financially Closed | 1,324,660 | 1,324,660 | 1,324,660 | 100.00 | | 00066443 | 64014 Tracking Urban Poverty | UNDP | Financially Closed | 428,000 | 428,000 | 428,000 | 100.00 | | 00066444 | 61897 Capacity Building for CE | UNDP | Financially Closed | 521,000 | 521,000 | 521,000 | 100.00 | | 00066445 | 60877 Support to NTPs | UNDP | Financially Closed | 1,012,912 | 1,012,912 | 1,012,912 | 100.00 | | 00066446 | 60736 Support to SEDP M&E | UNDP | Financially Closed | 247,918 | 247,918 | 247,918 | 100.00 | | 00066447 | 62553 Support to SED Strategy | UNDP | Financially Closed | 481,988 | 481,988 | 481,988 | 100.00 | | 00066448 | 57741 Support to Enterprise & | UNDP | Financially Closed | 270,621 | 270,621 | 270,621 | 100.00 | | 00066449 | 60715 Leadership to HIV/AIDS | UNDP | Financially Closed | 512,297 | 512,297 | 512,297 | 100.00 | | 00066466 | PSP P1 Social Policy | UNICEF | Financially Closed | 818,134 | 818,134 | 818,134 | 100.00 | | 00066468 | PSP P3 Planning, Monitoring | UNICEF | Financially Closed | 172,602 | 172,602 | 172,602 | 100.00 | | 00066483 | VNM7P201 Enhance Capacity of C | UNFPA | Financially Closed | 981,211 | 957,560 | 957,560 | 100.00 | | 00066484 | VNM7P101 Support Survey & Eval | UNFPA | Financially Closed | 1,409,353 | 1,381,131 | 1,381,131 | 100.00 | | 00066485 | VNM7P102 Strengthen Partners’ | UNFPA | Financially Closed | 231,945 | 231,945 | 231,945 | 100.00 | | 00066486 | Improved HIV coordination and | UNAIDS | Financially Closed | 321,000 | 321,000 | 321,000 | 100.00 | | 00066487 | Strengthen capacities for HIV | UNAIDS | Financially Closed | 107,000 | 107,000 | 107,000 | 100.00 | | 00066488 | Move to Universal Access to Pr | UNAIDS | Financially Closed | 268,570 | 268,570 | 268,570 | 100.00 | | 00066489 | Enhanced civil society capacit | UNAIDS | Financially Closed | 214,000 | 214,000 | 214,000 | 100.00 | | 00066492 | 62016 Capacity Development (MO | UNDP | Financially Closed | 796,254 | 796,254 | 796,254 | 100.00 | | 00071558 | 69146 Advisory research | UNDP | Financially Closed | 937,992 | 937,992 | 937,992 | 100.00 | | 00071592 | PSP P5: Capacity building for | UNICEF | Financially Closed | 239,675 | 239,433 | 239,433 | 100.00 | | **VNM Social Economic Policy: Total** | |  |  | **12,085,529** | **12,033,413** | **12,033,413** | **100.00** | |  |  | | | | | | | | **VNM Social Services** | | | | | | | | | 00066454 | CIP P1 Advocacy & Public Educ | UNICEF | Financially Closed | 12,509 | 12,509 | 12,509 | 100.00 | | 00066455 | CIP P2 Demo & Capacity Buildg | UNICEF | Financially Closed | 39,660 | 39,660 | 39,660 | 100.00 | | 00066456 | CIP P3 Mine Action | UNICEF | Financially Closed | 97,200 | 97,200 | 97,200 | 100.00 | | 00066457 | CP P1 Child Protection System | UNICEF | Financially Closed | 419,787 | 419,787 | 419,787 | 100.00 | | 00066459 | CP P3 Protection for Children | UNICEF | Financially Closed | 105,612 | 105,612 | 105,612 | 100.00 | | 00066460 | Edu P1 Early Childhood Develop | UNICEF | Financially Closed | 1,025,999 | 1,001,904 | 1,001,904 | 100.00 | | 00066461 | Edu P2 Child-friendly Primary | UNICEF | Financially Closed | 769,142 | 769,142 | 769,142 | 100.00 | | 00066462 | Edu P3 Adolescent Development | UNICEF | Financially Closed | 596,318 | 305,678 | 305,678 | 100.00 | | 00066463 | H&N P1 Health & Nutrition Poli | UNICEF | Financially Closed | 347,677 | 347,677 | 347,677 | 100.00 | | 00066464 | H&N P2 Integrated Primary Heal | UNICEF | Financially Closed | 138,209 | 138,209 | 138,209 | 100.00 | | 00066465 | H&N P3 Prevention and Control | UNICEF | Financially Closed | 249,728 | 233,077 | 233,077 | 100.00 | | 00066470 | PCFP P2 Kon Tum Provincial | UNICEF | Financially Closed | 1,020,214 | 1,020,214 | 1,020,214 | 100.00 | | 00066471 | PCFP P3 Dong Thap Provincial | UNICEF | Financially Closed | 751,834 | 751,834 | 751,834 | 100.00 | | 00066472 | PCFP P4 Ninh Thuan Provincial | UNICEF | Financially Closed | 1,156,836 | 1,156,836 | 1,156,836 | 100.00 | | 00066473 | PCFP P5 Dien Bien Provincial C | UNICEF | Financially Closed | 1,260,284 | 1,260,284 | 1,260,284 | 100.00 | | 00066474 | PCFP P6 An Giang Provincial Ch | UNICEF | Financially Closed | 1,159,876 | 1,159,591 | 1,159,591 | 100.00 | | 00066475 | WES P1 Rural Environment and W | UNICEF | Financially Closed | 196,703 | 196,702 | 196,702 | 100.00 | | 00066476 | WES P2 Hygiene and Environment | UNICEF | Financially Closed | 40,482 | 40,482 | 40,482 | 100.00 | | 00066477 | VNM7R202 Improve Quality of RH | UNFPA | Financially Closed | 118,239 | 114,562 | 114,562 | 100.00 | | 00066478 | VNM7R203 Increase Maternal & N | UNFPA | Financially Closed | 1,056,434 | 1,044,029 | 1,044,029 | 100.00 | | 00066479 | VNM7R205 RH for Unmarried Youn | UNFPA | Financially Closed | 215,736 | 213,714 | 213,714 | 100.00 | | 00066480 | VNM7R208 HIV/AIDS information | UNFPA | Financially Closed | 189,660 | 176,133 | 176,133 | 100.00 | | 00066481 | VNM7R301 Increased Awearness o | UNFPA | Financially Closed | 179,966 | 179,214 | 179,214 | 100.00 | | 00066482 | VNM7R304 Enhance SRH communica | UNFPA | Financially Closed | 636,711 | 628,107 | 628,107 | 100.00 | | 00066490 | Volunteerism & social mobiliza | UNAIDS | Financially Closed | 369,150 | 369,150 | 369,150 | 100.00 | | 00066491 | Strengthen Capacity of VVIRC | UNDP(UNV) | Financially Closed | 200,458 | 193,078 | 193,078 | 100.00 | | 00071575 | Greater involvement of people | UNDP(UNV) | Financially Closed | 200,000 | 188,000 | 188,000 | 100.00 | | 00071589 | CSD P1: Integrated Health, San | UNICEF | Financially Closed | 1,192,068 | 994,296 | 994,296 | 100.00 | | 00071590 | CSD P2: Rural Water Supply | UNICEF | Financially Closed | 404,256 | 404,256 | 404,256 | 100.00 | | **VNM Social Services: Total** | |  |  | **14,150,748** | **13,560,938** | **13,560,938** | **100.00** | |  |  | | | | | | | | **Grand Total** | |  |  | **31,811,588** | **31,169,660** | **31,169,660** | **100.00** | |  | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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