
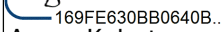




UN Sri Lanka Multi-Partner Trust Fund

Programme Title	Sri Lanka SDG Fund Secretariat (MPTF Project ID: 00128149)
Country/Region	Sri Lanka
Priority area/ strategic results	Support effective and efficient coordination and management of the SDG Fund and its respective windows
Organisation that has received direct funding from the MPTF Office under this programme	UNDP
Implementing Partners	Office of the Resident Coordinator (RCO)
Overall Duration	Jul 2021 – 31 December 2027
Amount	\$540,673 (previous budget \$239,554. Additional budget \$301,119).
Proposed project submitted/ report(s) to be submitted by	<p>DocuSigned by:   Azusa Kubota Resident Representative UNDP 02-Mar-2026</p>

1. Background

The UN Sri Lanka Multi-Partner Trust Fund (Fund) was established in mid-2020 to support the 2030 Agenda and accelerate progress towards achieving the SDGs. It directly contributes to the broader goals agreed with the Government as part of the United Nations Sustainable Development Cooperation Framework for 2023-2027 (UNSDCF).

The new Cooperation Framework is the first country-wide planning document based on the 2019 UN Development System Reform, which introduced a new generation of more accountable and cohesive United Nations Country teams and a reinvigorated Resident Coordinator system with an independent and empowered Resident Coordinator.

Since the new Cooperation Framework, the Fund’s programming priorities are under regular review to ensure they remain highly relevant to the country’s evolving priorities and context, as mandated in global agreements setting up multi-partner trust funds.

The Fund includes two windows: peacebuilding and resilience, with priorities fully aligned with the SDGs and UNSDCF, to reduce inequalities and leave no one behind, by:

1. **Sustaining peace** to reduce the risk of conflict relapsing or resurfacing. These measures include strengthening national capacities at all levels for conflict management and laying the foundation for sustainable peace and development.
2. **Enhancing resilience** including accelerating Sri Lanka's digital transformation.

The Fund complements funding resources for the achievement of results under the UNSDCF by providing a focused approach to generating resources to support key catalytic or cross-cutting interventions of the UNCT. The Fund will target mobilization of but not be limited to un-earmarked resources from a wide range of partners including government, and global pooled funds such as the Peacebuilding Fund and the Joint SDG Fund, in order to maximize the potential to deliver joint results in the context of a lower middle-income country.

2. Objective of the Fund

The objective of the Fund is to support the achievement of results consistent with the current and any future UNSDCF. It supports coherent resource mobilization, allocation and disbursement to under-funded cross-sectoral areas where the UN has a comparative advantage in implementing together. The main focus of the Fund is the mobilization, financing coordination and co-financing of catalytic, unfunded and underfunded interventions in support of the SDGs. The Fund is overseen by a Steering Committee, chaired by the United Nations Resident Coordinator. The Steering Committee defines the priorities of the Fund, depending on needs related to the SDGs agenda.

A Secretariat will be maintained, to facilitate the management of the Fund, entailing the following main tasks:

- 1) Produce the Fund's Annual Report for 2025 and 2026;
- 2) Convene meetings of the Fund's Strategic and Operational Level Steering Committees;
- 3) Update the Fund's Investment Priorities Paper to align with the new UNSDCF and country development priorities ;
- 4) Monitor the physical and financial progress of projects and programmes under both windows;
- 5) Manage risks at the Fund level;
- 6) Support PUNOs on project approval and revision processes;
- 7) Support PUNOs on matters related to visibility and communication;
- 8) Function as the Secretariat for contributing or strategically aligned pool funds with an agreement for funded programmes to be implemented through the structures of the Sri Lanka SDG Fund such as the Peacebuilding Fund (PBF), the Joint SDG Fund, etc.;
- 9) Mobilise resources for the Fund

The Fund Secretariat will be administered operationally and financially as a project through UNDP. In line with relevant global guidelines for country-level pooled funds, overall guidance to the Fund Secretariat on all substantive matters pertinent to the SDG Fund is provided by the United Nations Resident Coordinator in their capacity as the Chair of the Sri Lanka SDG Fund. Accordingly, the Fund Secretariat shall be co-located with the RC Office in Sri Lanka.

3. Expected Results and Activities

The Head of RCO will provide substantive and strategic guidance on the overall operation of the Sri Lanka SDG Fund. The Peace and Development Advisor will provide substantive and strategic guidance on Peacebuilding initiatives. The RCO Partnerships and Development Financing Specialist will provide additional coordination support to the Sri Lanka SDG Fund as needed. Where necessary, the Secretariat will seek support from the RCO Economist and the Senior Human Rights Advisor to strengthen the design and implementation of peacebuilding and resilience-related initiatives.

OUTCOME 1: Support effective and efficient coordination and management of the SDG Fund and its respective windows.

- Support the UNRC, UNCT and the Fund steering committee in formulating the strategic direction of the Fund via its Investment Priorities;
- Strengthening coordination, planning, monitoring and evaluation, and communication among development partners contributing to the Fund;
- Engage in resource and fund management by engaging key UN administrative agents i.e. MPTFO et cetera in facilitating timely transfers of funding to UN recipient agencies;
- Engage in resource and fund management by engaging key UN administrative agents i.e. MPTFO et cetera in facilitating timely transfers of funding from UN development partners of the Fund;
- Ensure and provide for synergies on cross-cutting themes across the windows of the Fund;
- Work with UN agencies towards catalysing strategic programming and investments via the Fund;
- Ensure the Fund Steering Committees are convened per the provisions of the Fund's Terms of Reference;
- Ensure Concept Notes and Project Proposals for relevant programmes/projects of the Fund are tabled with the Steering Committee in a timely manner for guidance and approval;

OUTPUT 1.1 Ensure effective and efficient coordination and management of the SDG Fund and its respective windows.

- Ensure reduction and/or addressing political and fiduciary risks at the Fund level via result-based management and risk assessments;
- Ensure quarterly updates are provided to the Fund's Operational level Steering Committee;
- Support in evaluations and assessments of the Fund and its windows;
- Ensure MPTFO is provided with timely updates pertaining to documentation;
- Ensure timely Annual Narrative reports are duly submitted to the Steering Committee and the MPTF Office;
- Ensure documentation pertaining to the Fund is kept up-to-date and archived where necessary.
- Ensure knowledge products are developed in relation to the Fund;
- Create/review relevant Fund ToR;
- Ensure communications products are available for dissemination.

4. Budget

#	Descriptions	Total (in USD)	April 2026 - December 2027 (in USD)	Up to March 2026 (In USD)
1	Staff and other personnel costs	416,749	217,639	199,110
2	Supplies, Commodities, Materials	-	-	-
3	Equipment, Vehicles and Furniture including Depreciation	15,275	13,175	2,100
4	Contractual Services	30,023	14,079	15,944
5	Travel	13,604	10,000	3,604
6	Transfers and Grants to Counterparts	-	-	-
7	General Operating and Other Direct Costs	29,651	26,527	3,124
	Total Programme Costs	505,302	281,420	223,882
8	Indirect Support Costs	35,371	19,699	15,672
	TOTAL Pass-Through Amount Approved	540,673	301,119	239,554

5. Project Results Framework

Outcome/Output	OVI	Baseline/Target	Deadline/Frequency	Responsibility	Means of Verification
Outcome 1: Support effective and efficient coordination and management of the SDG Fund and its respective windows.	Updated Investment Priorities	Baseline: 1 (current version) Target: 1 (updated version)	30 April 2026	Fund Secretariat with the support of the Peacebuilding Team	Updated Investment Priorities Paper approved by the Fund's Steering Committee (Strategic Level) Minutes of the meeting approving the Updated Investment Priorities Paper
	# Steering Committee (Operational Level) meetings convened	Baseline: 0 Target: 07	Quarterly	Fund Secretariat with the support of the Peacebuilding Team	Minutes of meetings
OUTPUT 1.1 Ensure effective and efficient coordination and management of the SDG Fund and its respective windows	# Steering Committee (Operational Level) meetings convened	Baseline: 0 Target: 02	Annually	Fund Secretariat with the support of the Peacebuilding Team	Minutes of meetings
	Output 1.1.1: Fund's Annual Reports are produced	Annual Narrative Report	Annually	Fund Secretariat with the support of the Peacebuilding Team and Comms Team	Annual Narrative Report approved by the Fund's Steering Committee (Operational Level)

Output 1.1.2: Risks at the Fund-level are managed	Updated Risk Management Plan	Baseline: 0 04	Target: 04	Semi-annually	Fund Secretariat	Updated Risk Management Plan
Output 1.1.3: Projects are completed within the approved timeline	Projects are marked as “operationally closed” on the MPTF Sri Lanka gateway # project progress review meetings convened	Baseline: 0 05 (minimum)	Target: 05 (minimum)	End dates vary	Fund Secretariat	MPTF Sri Lanka gateway
Output 1.1.4: New funds for the Fund are mobilised	# new donors committing funds Value of new funds committed to the Fund	Baseline: 0 TBD	Target: TBD	Quarterly	Fund Secretariat	Minutes of meetings
Output 1.1.5: RC and UNCT/HCT are updated on resilience, climate action, environmental sustainability, and humanitarian issues	# reports	Baseline: 0 TBD	Target: TBD	Vary	Resident Coordinator, Peacebuilding Team and Fund Secretariat	SAAAs signed
				Vary	Resident Coordinator, Peacebuilding Team and Fund Secretariat	MPTF Sri Lanka gateway
				Daily/monthly	Peacebuilding Team and Fund Secretariat (incl. Jaffna Office)	Reports tabled with the RC and UNCT/HCT

6. Project Results Framework

The Secretariat plays a critical role in convening and facilitating the Fund's governance mechanisms. Steering Committee (Operational Level) meetings focus on project-level updates and operational discussions with the Fund's contributors, with minimum of two such meetings convened annually. At a strategic level, Steering Committee (Strategic Level) meetings centre on deliberations about the overall direction of the Fund and the achievement of impact-level results, with to two meetings held each year.

Since the project is hosted at UNDP, the Secretariat is responsible for adhering to UNDP policy requirements on programme and project management, including updated SDG fund coordination documentation, updated information on open data portals and maintenance of the risk management and project information in the ERP. The SDF Manager will serve as the Project Manager role to ensure the overall management and coordination of this project.

The Secretariat is responsible for compiling the Annual Narrative Progress Report, which details the Fund's achievements, challenges, and progress toward strategic goals. This report is submitted to the Steering Committee (Strategic Level) for review and approval by 1 May each year, and upon approval, it is sent to the Multi-Partner Trust Fund Office (MPTF O) no later than 15 May.

The performance of the SDF Manager is evaluated by the UNDP Resident Representative, with inputs from the Head of the RCO. The performance of the other Fund Secretariat staff members is evaluated by the SDF Manager in consultation with the Head of the RCO.

Annex 1: A detailed description of the Fund Secretariat's priority areas and strategic results

- **Administrative and Technical Support:** Organising meetings, recording minutes, and providing secretarial assistance to the Steering and Technical Evaluation Committees.
- **Decision and follow up:** Documenting, communicating, and ensuring follow-up on Steering Committee decisions, including submission of complete documentation to the MPTF Office.
- **Data and Oversight:** Maintaining a database of projects and implementing partners and reviewing both major and minor project proposals and revision requests.
- **Guidance and Coordination:** Supporting inter-project coordination, guiding PUNOs on project methodologies, and organising independent evaluations at the Fund and window levels.
- **Substantive analytics and advice:** Drafting on Window Priority Papers based on high-quality country context analysis in the areas of peacebuilding and resilience, provide substantive advisory and analytical support to PUNOs as needed.
- **Effective Coordination and Oversight** – Strengthen governance, planning, and monitoring of the Resilience and Peacebuilding Windows, ensuring seamless collaboration among development partners, UN agencies, and stakeholders. Facilitate thematic meetings, track project implementation, and enhance accountability through structured reporting and evaluations.
- **Humanitarian Preparedness and Response** – Support UNCT, HCT, and key stakeholders in disaster risk reduction, climate resilience, and emergency response planning. Enhance information management, early warning systems, and contingency planning, ensuring inclusive and well-coordinated humanitarian action.
- **Resource Mobilisation:** Drive funding efforts for resilience and peacebuilding initiatives by supporting proposal development, donor engagement, and financial tracking. Strengthen partnerships with national authorities, CSOs, NGOs, etc. to enhance impact in resilience and peacebuilding interventions.
- **Advisory Support** – Strengthen collaboration among government counterparts, UN agencies, and development partners to ensure coherence in peacebuilding and social cohesion programming under the Sri Lanka SDG Fund and UN Peacebuilding Fund (UNPBF). Provide technical expertise, quality control, and governance support to optimise project impact.
- **Partnerships and Resource Mobilisation** – Foster strong engagement with government, civil society, and donors to support peacebuilding goals, mobilize resources, and facilitate

strategic consultations, high-level meetings, and field visits to sustain and expand peacebuilding efforts.

- **Monitoring and Problem Resolution:** Conduct M&E needs identification, ensure adequate tracking of progress of Fund programmes, identify delivery challenges and mitigation measures and provision of appropriate actions to PUNOs.
- **Knowledge Management:** Acting as a repository of rules and regulations, sharing lessons learned, and reviewing the Secretariat's terms of reference periodically.
- **Strategic Political and Field Analysis for Informed Decision:** Enhanced situational awareness and informed decision-making for the RCO and PUNOs through timely, high-quality political analysis and field insights, enabling proactive engagement on political, human rights, and development issues in the Northern and Eastern provinces.
- **Strengthened Partnerships and Coordinated Engagement for Effective Development Outcomes:** Enhanced collaboration and strategic partnerships with UN agencies, government authorities, NGOs, and CSOs, fostering cohesive inter-agency coordination and multi-stakeholder engagement to support the implementation of the Sri Lanka SDG Fund projects/programmes in the Northern and Eastern Provinces.
- **Effective Mission Coordination for Strategic Engagement and Advocacy:** Supporting and coordination of high-level UN and donor missions to the Northern and Eastern provinces, providing comprehensive ground-level insights to support strategic advocacy, showcase UN programming, and contribute to resource mobilisation efforts.
- **Communication and visibility:** Advise and support PUNOs on visibility, communication, advocacy and awareness raising efforts on SDGs, Fund programmes and joint programming efforts.