



ADAPTATION FUND

AFB/EFC.7/Inf.1
1 December, 2011

Ethics and Finance Committee
Seventh Meeting
Durban, South Africa, 12 December 2011

RECONCILIATION OF THE ADMINISTRATIVE BUDGETS OF THE BOARD AND THE SECRETARIAT, AND THE TRUSTEE

**Table 1: Approved FY11 and proposed FY12 budget of the Board and secretary,
and of the trustee¹**

All amounts in US\$		Approved <u>FY11</u>	Actual <u>FY11</u>	Approved <u>FY12</u>
BOARD AND SECRETARIAT				
01	Personnel	1,334,445	1,343,460	1,552,027
02	Travel	1,127,900	740,766	1,057,810
03	General operations	166,686	165,130	297,265
04	Meetings	500,000	390,185	515,000
Sub-total Board and secretariat		3,129,031	2,639,542	3,422,101
TRUSTEE				
01	CER Monetization	678,000	673,467	678,000
02	Financial and Program Management	160,000	152,186	140,000
03	Investment Management	70,000	70,252	70,000
04	Accounting and Reporting	55,000	55,220	55,000
05	Legal Services	55,000	44,243	55,000
06	External Audit	42,479	42,479	90,000
Sub-total trustee		1,060,479	1,037,847	1,088,000
GRAND TOTAL ALL COMPONENTS		4,189,510	3,677,389	4,510,101

¹ Decimal points in the table are rounded up.

Table2: Approved FY11 budget, actual AFY11 and approved FY12 budget of the Board and the secretariat (Detailed)

		Approved FY11	Acutal FY11	Approved FY12
PERSONNEL COMPONENT				
<u>Full-time staff:</u>				
01	Program Manager (GG)	233,668	267,511	209,873
02	Program Manager (GF)	0	182,032	146,151
03	Program Manager (GF)	150,045	113,142	142,146
04	Program Manager (GF)	75,015	-	158,672
05	Program Assistant (GC)	0	15,256	67,125
06	Short-term Temporary (STT)	24,807	25,105	28,428
07	Junior Professional Associate (JPA)	66,795	48,312	70,248
	<u>sub-total AFB staff</u>	550,330	651,357	822,643
<u>GEF staff cross-support:</u>				
01	Head of the AFB Secretariat (GJ) - 15%			
02	Accounting support (GF) - 14%			
03	AF database, KM strategy (GF) - 10%			
04	AF database (GF) - 3%			
05	Communications and outreach (GG) - 5%			
06	HR support (GD) - 7%			
07	IT support (GF) - 5%			
08	RMB (GF) - 12%			
09	Review of projects (3@GF) - 8%			
10	Review of projects (3@GG) - 8%			
11	Head of Operations and Business Strategy (GH) - 2%			
	<u>sub-total GEF staff</u>	248,477	301,964	277,627
<u>Consultants</u>				
01	AFB Secretariat Support	24,463	18,798	25,197
02	Design and Operation of dedicated Web site	50,000	38,891	51,500
03	Communications Strategy	115,000	115,200	70,000
04	M&E Guideline Development	80,000	62,191	82,400
05	Accreditation Panel (fees & conting.)	216,175	155,060	222,660
06	Performance Study	50,000	-	0
	<u>sub-total Consultants</u>	535,638	390,140	451,757
	SUB-TOTAL PERSONNEL COMPONENT	1,334,445	1,343,460	1,552,027
TRAVEL COMPONENT				
01	AF Secretariat staff	157,500	137,432	200,000
02	Awareness Raising	43,400	43,929	43,400
03	Board - 24 eligible members	576,000	469,310	593,280
04	Committee meetings	135,000	-	0
05	2 Experts to attend 3 committee meetings	45,000	-	45,000
06	Accreditation Panel/Staff (travel)	171,000	90,095	176,130
	SUB-TOTAL TRAVEL COMPONENT	1,127,900	740,766	1,057,810
GENERAL OPERATIONS COMPONENT				
01	Office Space, Equipment and Supplies	93,511	128,018	221,894
02	Support to Chair (communications)	23,175	19,354	23,870
03	Publications and Outreach	50,000	17,758	51,500
	SUB-TOTAL GENERAL OPERATIONS COMPONENT	166,686	165,130	297,264
MEETINGS COMPONENT				
01	Logistics, translation, interpretation, etc.	500,000	390,185	515,000
	GRAND TOTAL ALL COMPONENTS	3,129,031	2,639,542	3,422,101