



ADAPTATION FUND

AFB/EFC.17/8
3 September 2015

Ethics and Finance Committee
Sixteenth Meeting
Bonn, Germany, 6-7 October 2015

Agenda item 9. b)

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

Table1: Approved FY15 budget, actual FY15 and approved FY16 budget of the Board and the secretariat, and of the Trustee

All amounts in US\$		Approved FY15	Actual FY15	Approved FY16
BOARD AND SECRETARIAT				
01	Personnel	1,451,938	1,176,492	1,704,295
02	Travel	414,000	279,392	434,000
03	General operations	293,870	324,534	345,870
04	Meetings	340,000	187,958	340,000
Sub-total secretariat administrative services (a)		2,499,808	1,968,376	2,824,165
05	Overall evaluation (b)	335,000	153,585	200,000
06	Accreditation (c)	460,000	370,207	460,000
Sub-total secretariat (a), (b) and (c)		3,294,808	2,492,168	3,484,165
07	Readiness Programme (d)	639,899	452,854	565,000
Sub-total secretariat (a) + (b) + (c) + (d)		3,934,707	2,945,022	4,049,165
TRUSTEE				
01	CER Monetization	246,000	246,104	203,000
02	Financial and Program Management	210,000	212,499	225,000
03	Investment Management	101,000	107,636	115,000
04	Accounting and Reporting	56,000	56,093	56,000
05	Legal Services	40,000	39,858	20,000
	External Counsel	150,000	-	-
06	External Audit	60,000	45,429	50,000
Sub-total trustee		863,000	707,619	669,000
GRAND TOTAL ALL COMPONENTS		4,797,707	3,652,641	4,718,165

Table 2: Approved FY15 budget, actual FY15 and approved FY16 budget of the Board and the secretariat (Detailed)

All amounts in US\$		Approved FY15	Actual FY15	Approved FY16
PERSONNEL COMPONENT				
<u>Full-time staff (including benefits):</u>				
01	Senior Program Manager (GH)			
02	Senior Climate Change Specialist (GG)			
03	Senior Climate Change Specialist (GG)			
04	Senior Operations Officer (Accreditation) (GG)			
05	Operations Associate (GD)			
06	Junior Professional Associate (JPA)			
07	Program Officer for Readiness Program (GF) - <i>New hire</i>			
08	Extended Term Consultant - <i>New hire</i>			
<u>sub-total AFB staff</u>		920,740	809,241	1,239,428
<u>GEF staff cross-support (including benefits):</u>				
01	Head of the AFB Secretariat (GJ) - 10%			
02	HR support (GD) - 5%			
03	Review of projects (1@GF) - 6%			
04	Review of projects (5@GG) - 6%			
05	Advisor (GH) - 2%			
<u>sub-total GEF staff</u>		179,198	77,990	141,867
<u>GEF Evaluation Office cross-support:</u>				
01	Evaluation report	-	-	
02	EO staff cost	-	-	
03	Travel to AFB meetings	-	-	
<u>sub-total GEF EO cross-support</u>		0	0	0
<u>Consultants & others</u>				
01	AFB Secretariat Support (Legal support etc.)	35,000	33,763	35,000
02	Design and Operation of dedicated Web sites	85,000	80,072	35,000
03	Communications Strategy & Knowledge Management	127,000	103,510	127,000
04	Result Based Management (RBM)	85,000	41,949	60,000
05	Environment and social safeguards	20,000	29,967	35,000
06	Accounting support	-	-	23,000
07	IT support	-	-	8,000
<u>sub-total Consultants</u>		352,000	289,261	323,000
SUB-TOTAL PERSONNEL COMPONENT		1,451,938	1,176,492	1,704,295
TRAVEL COMPONENT				
01	AF Secretariat staff	174,000	117,920	194,000
02	Awareness Raising	40,000	14,810	60,000
03	Board - 24 eligible members	200,000	146,662	180,000
SUB-TOTAL TRAVEL COMPONENT		414,000	279,392	434,000
GENERAL OPERATIONS COMPONENT				
01	Office Space, Equipment and Supplies	200,000	249,320	250,000
02	Support to Chair (communications)	23,870	18,658	23,870
03	Publications and Outreach	70,000	54,556	70,000
04	Staff relocation	0	2,000	2,000
SUB-TOTAL GENERAL OPERATIONS COMPONENT		293,870	324,534	345,870
MEETINGS COMPONENT				
01	Logistics, interpretation, report writing etc.	240,000	137,148	240,000
02	Translation	100,000	50,810	100,000
SUB-TOTAL MEETINGS COMPONENT		340,000	187,958	340,000
TOTAL ALL COMPONENTS		2,499,808	1,968,376	2,824,165

Table 3: Approved FY15 budget, actual FY15 and approved FY16 budget for the accreditation services (Detailed)

All amounts in US\$		Approved FY15	Actual FY15	Approved FY16
01	Accreditation Panel (fees & conting.)	300,000	325,042	300,000
02	Accreditation Panel/Staff (travel)	160,000	45,166	160,000
TOTAL ACCREDITATION		460,000	370,208	460,000

Table 4: Approved FY15 budget, actual FY15 and approved FY16 budget for the overall evaluation of the Fund (Detailed)

All amounts in US\$		Approved FY15	Actual FY15	Approved FY16
01	Overall evaluation	335,000	153,585	200,000
TOTAL OVERALL EVALUATION		335,000	153,585	200,000

Table 5: Approved FY15, actual FY15 and approved FY16 budget for the Readiness Programme (Detailed)

All amounts in US\$		Approved FY15	Actual FY15	Approved FY16
PERSONNEL COMPONENT				
Consultants & others				
01	Secretariat support	119,140	19,399	40,000
02	Web site	36,513	40,518	15,000
03	Knowledge exchange (Communications Strategy)	64,386	44,361	15,000
04	Environmental & Social Safeguard (Fees)	44,175	41,329	55,000
05	Accreditation (Fees)			35,000
SUB-TOTAL PERSONNEL COMPONENT		264,214	145,607	160,000
TRAVEL COMPONENT				
01	AF Secretariat staff	80,750	104,923	85,000
02	Meeting participants	205,554	153,037	265,000
03	Board members	5,076	965	3,000
SUB-TOTAL TRAVEL COMPONENT		291,380	258,925	353,000
GENERAL OPERATIONS COMPONENT				
01	Office Space, Equipment and Supplies	7,000	-	2,000
02	Publications and Outreach	29,121	16,291	20,000
SUB-TOTAL GENERAL OPERATIONS COMPONENT		36,121	16,291	22,000
MEETINGS COMPONENT				
01	Logistics	48,185	32,030	30,000
SUB-TOTAL MEETINGS COMPONENT		48,185	32,030	30,000
GRAND TOTAL ALL COMPONENTS		639,899	452,853	565,000

Table 6: Approved FY15 budget, actual FY15 and approved FY16 budget of the trustee (Detailed)

Trustee Costs				
Trustee Services	FY15 Approved	FY15 Actuals	Difference	FY16 Approved
	(1)	(2)	(3)=(2)-(1)	(4)
Monetization	246,000	246,104	104	203,000
Financial and Program Management	210,000	212,499	2,499	225,000
Investment Management	101,000	107,636	6,636	115,000
Accounting and Reporting	56,000	56,093	93	56,000
Legal Services	40,000	39,858	(142)	20,000
External Counsel	150,000	-	(150,000)	-
External Audit	60,000	45,429	(14,571)	50,000
TOTAL	863,000	707,619	(155,381)	669,000