

**STANDARD ADMINISTRATIVE ARRANGEMENT FOR  
THE UN PARTNERSHIP TO PROMOTE  
THE RIGHTS OF PERSONS WITH DISABILITIES  
(UNPRPD)**

**Standard Administrative Arrangement  
between  
the Commonwealth of Australia  
and  
the United Nations Development Programme  
Agreement number 61440**

**WHEREAS**, Participating United Nations Organizations that have signed a Memorandum of Understanding (hereinafter referred to collectively as the "Participating UN Organizations") have developed a UN Partnership to promote the Rights of Persons with Disabilities Multi-Donor Trust Fund (UNPRPD MDTF) (hereinafter referred to as the "Fund") starting on 8 June 2011 and ending on 31 May 2016 , as may be amended from time to time, as more fully described in the Terms of Reference of the Fund (hereinafter referred to as the "TOR"), a copy of which is attached hereto as ANNEX A, and have agreed to establish a coordination mechanism UNPRPD Policy Board (hereinafter referred to as the "Policy Board") to facilitate the effective and efficient collaboration between the Participating UN Organizations for the implementation of the Fund;

**WHEREAS**, the Policy Board, comprising four representatives of the UNPRPD founding Participating UN Organizations (UNDP, OHCHR, UNICEF and DESA), two representatives of the civil society, one representative of a UN Organization, which is a member of the IASG, two representatives of donors and two representatives of the States benefiting from programmes funded by the UNPRPD, will be responsible for the oversight operations of the UNPRPD MDTF, providing strategic guidance to the Fund, monitoring overall delivery of the results of the UNPRPD Fund, approving the resource allocation criteria, making resource allocation decisions, and approving periodic reports.

**WHEREAS**, the Participating UN Organizations have agreed that they should adopt a coordinated approach to collaboration with donors who wish to support the implementation of the Fund and have developed a TOR to use as the basis for mobilising resources for the Fund, and have further agreed that they should offer donors the opportunity to contribute to the Fund and receive reports on the Fund through a single channel; and

**WHEREAS**, the Participating UN Organizations have appointed the United Nations Development Programme (hereinafter referred to as the "Administrative Agent") (which is also a Participating UN Organisation in connection with the Fund) through its **Multi-Partner Trust Fund Office (MPTF Office)**, in a Memorandum of Understanding (hereinafter referred to as "MOU") concluded between, the Administrative Agent and Participating UN Organizations on 13 December 2011, to serve as their administrative interface between donors and the Participating UN Organizations for these purposes. To that end the Administrative Agent has established a separate ledger account under its financial regulations and rules for the receipt and administration of the funds received from donors who wish to provide financial support to the Fund through the Administrative Agent (hereinafter referred to as the "Fund Account"); and

WHEREAS, the Commonwealth of Australia (hereinafter referred to as the “Donor”) wishes to provide financial support to the Fund on the basis of the TOR as part of its development cooperation and wishes to do so through the Administrative Agent as proposed by the Participating UN Organizations.

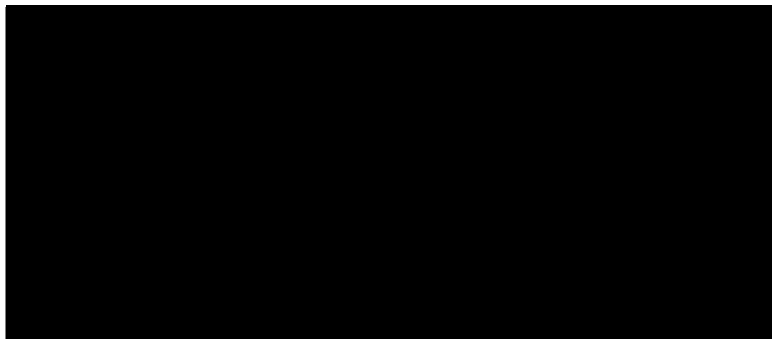
NOW, THEREFORE, the Donor and the Administrative Agent (hereinafter referred to collectively as the “Participants”) hereby decide as follows:

**Section I**  
**Disbursement of Funds to the Administrative Agent**  
**and the Fund Account**

1. The Donor decides to make a contribution of **Two Million Australian Dollars (AUD 2,000,000)** and such further amounts as it may decide (hereinafter referred to as the “Contribution”) to support the Fund. The Contribution will enable the Participating UN Organizations to support the Fund in accordance with the TOR, as amended from time to time in writing by the Policy Board. The Donor authorizes the Administrative Agent to use the Contribution for the purposes of the Fund and in accordance with this Standard Administrative Arrangement (hereinafter referred to as “Arrangement”). The Donor acknowledges that the Contribution will be co-mingled with other contributions to the Fund Account and that it will not be separately identified or administered.

2. The Donor will deposit the Contribution by wire transfer, in accordance with the schedule of payments set out in ANNEX B to this Arrangement, in convertible currencies of unrestricted use, to the following account:

Name of Account:  
Account Number:  
Name of Bank:  
  
Address of Bank:  
  
SWIFT Code:  
ABA:  
Reference:



3. When making a transfer to the Administrative Agent, the Donor will notify the Administrative Agent’s Treasury Operations at [REDACTED] and the MDTF Office at [REDACTED] of the following: (a) the amount transferred, (b) the value date of the transfer; and (c) that the transfer is from the Commonwealth of Australia in respect of the Fund pursuant to this Arrangement. The Administrative Agent will promptly acknowledge receipt of funds in writing.

4. All financial accounts and statements will be expressed in United States dollars.
5. The US dollar value of a contribution-payment, if made in currencies other than United States dollars, will be determined by applying the United Nations operational rate of exchange in effect on the date of receipt of the Contribution. The Administrative Agent will not absorb gains or losses on currency exchanges. Such amounts will increase or decrease the funds available for disbursements to Participating UN Organizations.
6. The Fund Account will be administered by the Administrative Agent in accordance with the regulations, rules, directives and procedures applicable to it, including those relating to interest. The Fund Account will be subject exclusively to the internal and external auditing procedures laid down in the financial regulations, rules, directives and procedures applicable to the Administrative Agent.
7. The Administrative Agent will be entitled to allocate an administrative fee of one percent (1%) of the Contribution by the Donor, to cover the Administrative Agent's costs of performing the Administrative Agent's functions.
8. The Policy Board may request any of the Participating UN Organizations, to perform additional tasks in support of the Fund not related to the Administrative Agent functions detailed in Section I, Paragraph 2 of the Memorandum of Understanding and subject to the availability of funds. In this case, costs for such tasks will be decided in advance and with the approval of the Policy Board be charged to the Fund as direct costs.

**Section II**  
**Disbursement of Funds to the Participating UN Organizations**  
**and a Separate Ledger Account**

1. The Administrative Agent will make disbursements from the Fund Account in accordance with instructions from the Policy Board, in line with the approved programmatic document, as amended in writing from time to time by the Policy Board. The disbursement to the Participating UN Organizations will consist of direct and indirect costs as set out in the budget.
2. Each Participating UN Organization will establish a separate ledger account under its financial regulations and rules for the receipt and administration of the funds disbursed to it from the Fund Account. Each Participating UN Organization assumes full programmatic and financial accountability for the funds disbursed to them by the Administrative Agent. That separate ledger account will be administered by each Participating UN Organization in accordance with its own regulations, rules, directives and procedures, including those relating to interest. That separate ledger account will be subject exclusively to the internal and external auditing procedures laid down in the financial regulations, rules, directives and procedures applicable to the Participating UN Organization.

3. Where the balance in the Fund Account on the date of a scheduled disbursement is insufficient to make that disbursement, the Administrative Agent will consult with the Policy Board and make a disbursement, if any, in accordance with the Policy Board's instructions.

### **Section III** **Implementation of the Programme**

1. The implementation of the programmatic activities which the Donor assists in financing under this Arrangement will be the responsibility of the Participating UN Organizations and will be carried out by each Participating UN Organization in accordance with its own applicable regulations, rules, policies and procedures including relating to procurement. The Donor will not be directly responsible or liable for the activities of any person employed by the Participating UN Organizations or the Administrative Agent as a result of this Arrangement,

2. The Participating UN Organizations will carry out the activities for which they are responsible, in line with the budget contained in the approved programmatic document, as amended from time to time by the Policy Board in accordance with the regulations, rules, directives and procedures applicable to it. Accordingly, personnel will be engaged and administered, equipment, supplies and services purchased, and contracts entered into in accordance with the provisions of such regulations, rules, directives and procedures.

3. Indirect costs of the Participating UN Organizations recovered through programme support costs will be 7%. In accordance with the UN General Assembly resolution 62/208 (2007 Triennial Comprehensive Policy Review principle of full cost recovery), all other costs incurred by each Participating UN Organization in carrying out the activities for which it is responsible under the Fund will be recovered as direct costs.

4. The Participating UN Organizations will commence and continue to conduct operations for the programmatic activities only upon receipt of disbursements as instructed by the Policy Board.

5. The Participating UN Organizations will not make any commitments above the budgeted amounts in approved programmatic document, as amended from time to time by the Policy Board.

6. If unforeseen expenditures arise, the Policy Board will submit, through the Administrative Agent, a supplementary budget to the Donor showing the further financing that will be necessary. If no such further financing is available, the activities to be carried out under the approved programmatic document may be reduced or, if necessary, terminated by the Participating UN Organizations. In no event will the Participating UN Organizations assume any liability in excess of the funds transferred from the Fund Account.

7. The Donor reserves the right to discontinue future contributions if reporting obligations are not met as set forth in this Arrangement; or if there are substantial deviations from agreed plans and budgets. If it is agreed among the Donor, the Administrative Agent and the concerned Participating UN Organization under the Arrangement that there is evidence of improper use of funds, the Participating UN Organization will use their best efforts, consistent with their regulations, rules, policies and procedures to recover any funds misused. The Participating UN Organization will, in consultation with the Policy Board and the Administrative Agent, credit any funds so recovered to the Fund Account or agree with the Policy Board to use these funds for a purpose mutually agreed upon. Before withholding future contributions or requesting recovery of funds and credit to the Fund Account, the Administrative Agent, the concerned Participating UN Organization and the Donor will consult with a view to promptly resolving the matter.

8. The Participants recognize that it is important to take all necessary precautions to avoid corrupt, fraudulent, collusive or coercive practices. To this end, as set out in the MoU between the Administrative Agent and Participating UN Organizations regarding the Operational Aspects of the UNPRPD Fund, each Participating UN Organization will maintain standards of conduct that govern the performance of its staff, including the prohibition of corrupt, fraudulent, collusive or coercive practices in connection with the award and administration of contracts, grants, or other benefits, as set forth in their Staff Regulations and Rules and the Financial Regulations and Rules, including regarding procurement.

#### **Section IV** **Equipment and Supplies**

On the termination or expiration of this Arrangement, the matter of ownership of equipment and supplies will be determined in accordance with the regulations, rules, directives and procedures applicable to such Participating UN Organization.

#### **Section V** **Reporting**

1. The Administrative Agent will provide the Donor and the Policy Board with the following statements and reports, based on submissions provided to the Administrative Agent by each Participating UN Organization prepared in accordance with the accounting and reporting procedures applicable to it, as set forth in the TOR:

- (a) Annual consolidated narrative progress reports, based on annual narrative progress reports received from Participating UN Organizations, to be provided no later than five months (31 May) after the end of the calendar year;

- (b) Annual consolidated financial reports, based on annual financial statements and reports, to be received from the Participating UN Organizations, as of 31 December with respect to the funds disbursed to them from the Fund Account, to be provided no later than five months (31 May) after the end of the calendar year;
  - (c) Final consolidated narrative report, based on final narrative reports received from Participating UN Organizations after the completion of the activities in the approved programmatic document and including the final year of the activities in the approved programmatic document, to be provided no later than seven months (31 July) of the year following the financial closing of the Fund. The final consolidated narrative report will contain a summary of the results and achievements compared to the goals and objectives of the Fund.
  - (d) Final consolidated financial report, based on certified final financial statements and final financial reports received from Participating UN Organizations after the completion of the activities in the approved programmatic document and including the final year of the activities in the approved programmatic document, to be provided no later than seven months (31 July) of the year following the financial closing of the Fund.
2. The Administrative Agent will provide the Donor, Policy Board and Participating UN Organizations with the following reports on its activities as Administrative Agent:
- (a) Certified annual financial statement ("Source and Use of Funds" as defined by UNDG guidelines) to be provided no later than five months (31 May) after the end of the calendar year; and
  - (b) Certified final financial statement ("Source and Use of Funds") to be provided no later than seven months (31 July) of the year following the financial closing of the Fund.
3. Consolidated reports and related documents will be posted on the Administrative Agent (<http://mdtf.undp.org>).

## Section VI Monitoring and Evaluation

1. Monitoring and evaluation of the Fund including, as necessary and appropriate, joint evaluation by the Participating UN Organizations, the Administrative Agent, the Donor, and other partners will be undertaken in accordance with the TOR.
2. The Donor, the Administrative Agent and the Participating UN Organizations will hold annual consultations as appropriate to review the status of the Fund.

**Section VII**  
**Joint Communication**

1. Information given to the press, to the beneficiaries of the Fund, all related publicity material, official notices, reports and publications, will acknowledge the role of the donors, the Participating UN Organizations, the Administrative Agent and any other relevant entities.

2. The Administrative Agent in consultation with the Participating UN Organizations will ensure that decisions regarding the review and approval of the Fund as well as periodic reports on the progress of implementation of the Fund, associated external evaluations are posted, where appropriate, for public information on the websites of the UNPRPD and the Administrative Agent (<http://mdtf.undp.org>). Such reports and documents may include Policy Board approved programmes and programmes awaiting approval, fund level annual financial and progress reports and external evaluations, as appropriate.

**Section VIII**  
**Expiration, Modification and Termination**

1. The Administrative Agent will notify the Donor when it has received notice from all Participating UN Organizations that the activities for which they are responsible under the approved programmatic document have been completed. The date of the last notification received from a Participating UN Organization will be deemed to be the date of expiration of this Arrangement, subject to the continuance in force of paragraph 4 below for the purposes therein stated.

2. This Arrangement may be modified only by written agreement between the Participants.

3. This Arrangement may be terminated by either Participant on thirty (30) days of a written notice to the other Participants, subject to the continuance in force of paragraph 4 below for the purpose therein stated.

4. Commitments assumed by the Donor and the Administrative Agent under this Arrangement will survive the expiration or termination of this Arrangement to the extent necessary to permit the orderly conclusion of activities, the withdrawal of personnel, funds and property, the settlement of accounts between the Participants hereto and the Participating UN Organizations and the settlement of contractual liabilities required in respect of any subcontractors, consultants or suppliers. Any balance remaining in the Fund Account or in the individual Participating UN Organizations' separate ledger accounts upon winding up of the Fund will be used for a purpose mutually agreed upon or returned to the donor(s) in proportion to their contribution to the Fund as decided upon by the donor(s) and the Policy Board.



**Section IX**  
**Notices**

1. Any action required or permitted to be taken under this Arrangement may be taken on behalf of the Donor, by [REDACTED] or her designated representative, and on behalf of the Administrative Agent, by the Executive Coordinator, Multi-Partner Trust Fund Office (MPTF Office) or his designated representative.

2. Any notice or request required or permitted to be given or made in this Arrangement will be in writing. Such notice or request will be deemed to be duly given or made when it will have been delivered by hand, mail, or any other agreed means of communication to the party to which it is required to be given or made, at such party's address specified below or at such other address as the party will have specified in writing to the party giving such notice or making such request.

*For the Donor:*

Name: [REDACTED]  
Title: [REDACTED]  
Address: [REDACTED]  
Telephone: [REDACTED]  
Facsimile: [REDACTED]  
Electronic mail: [REDACTED]

*For the Administrative Agent:*

Name: [REDACTED]  
Title: [REDACTED]  
Address: [REDACTED]  
Telephone: + [REDACTED]  
Facsimile: + [REDACTED]  
Electronic mail: [REDACTED]

**Section X**  
**Entry into Effect**

1. This Arrangement will come into effect upon signature thereof by the Participants and will continue in effect until it is expired or terminated.



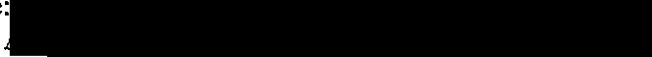
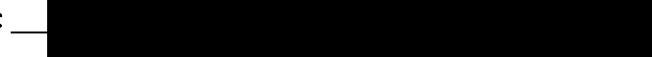
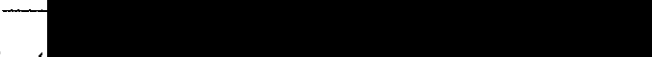

**Section XI**  
**Settlement of Disputes**



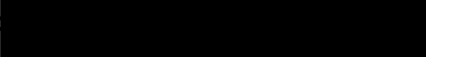


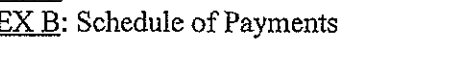
1. Any dispute arising out of the Donor's Contribution to the Fund will be resolved amicably through dialogue among the Donor, the Administrative Agent and the concerned Participating UN Organization.

**Section XII**  
**Privileges and Immunities**

1. Nothing in this Standard Administrative Arrangement will be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, the Administrative Agent, or each Participating UN Organization.

IN WITNESS WHEREOF, the undersigned, being duly authorized by the respective Participants, have signed the present Arrangement in English in two copies.

*For the Donor:*   
Signature:   
Name:   
Title:   
Place:   
Date: 

*For the Administrative Agent:*   
Signature:   
Name:   
Title:   
Place:   
Date: 

ANNEX A: Terms of Reference  
ANNEX B: Schedule of Payments

**ANNEX B**

**SCHEDULE OF PAYMENTS**

<b>Schedule of Payments:</b>	<b>Amount:</b>
Upon signature	AUD\$2,000,000

UN-Partnership to  
Promote the Rights of  
Persons with  
Disabilities (UNPRPD)  
and the  
Multi-Donor Trust Fund  
(MDTF)

Terms of Reference

3 October 2011

## PART 1 – INTRODUCTION

This document sets out a collaborative framework for UN Organizations that intend to work together through joint country programmes to promote the human rights of persons with disabilities in line with the Convention on the Rights of Persons with Disabilities (CRPD).<sup>1</sup> It lays the foundation for a unique partnership among the Participating UN Organizations, persons with disabilities and their representative organizations, governments and other partners known as the **UN Partnership to Promote the Rights of Persons with Disabilities in all aspects of society and development (UNPRPD)**. It defines, additionally, the main guiding lines for the establishment of a **Multi-Donor Trust Fund (MDTF)** that will support the work of the Partnership.

### 1.1. Disability - a global picture

According to the *World report on disability* it is estimated that more than a billion people, or about 15% of the world's population, live with some form of disability. This is higher than previous estimates, which date from the 1970's and suggested around 10%. This number is projected to increase due to ageing populations, the increasing prevalence of chronic health conditions associated with disability, and other factors such as road traffic crashes, emergencies and disasters. Disability has been found to disproportionately affect vulnerable populations with a higher disability prevalence shown in lower income countries, people from the poorest wealth quintile, women, children and older people<sup>2</sup>.

In 2006, the United Nations adopted the CRPD, acknowledging the widespread discrimination, exclusion and marginalization that persons with disabilities are facing, the need for a paradigm shift towards a human rights-based approach to disability and the duty on States to take all appropriate measures to promote, protect, respect and fulfil the rights of persons with disabilities. As of 30 August, the CRPD has drawn 149 signatures and 103 ratifications. This includes the ratification by the EU, making it the first human rights treaty to be ratified by a regional organization as a whole. The Optional Protocol to the CRPD has been signed by 90 States and ratified by 62.<sup>3</sup>

The CRPD now represents the overarching international normative framework on disability. Within the UN system the UN General Assembly, in its resolutions A-62-170, A-64-131 and A- 65-186 has called for all UN agencies to support countries in their efforts to implement the CRPD. As noted by the General Assembly (GA) resolution A-64-131,<sup>4</sup> “the entry into force of the CRDP, which is both a human rights treaty and a development tool, provides an opportunity to strengthen the policies related to and the implementation of the Millennium Development Goals, thereby contributing to the realization of a “society for all” in the twenty-first century”.<sup>5</sup>

A number of joint initiatives have been undertaken also by the UN system to support the

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<sup>1</sup> <http://www.un.org/disabilities/documents/convention/convoptprot-e.pdf>

<sup>2</sup> [World Health Organization and World Bank, World report on disability. Geneva, World Health Organization, 2011.](#)

<sup>3</sup> <http://www.un.org/disabilities/countries.asp?id=166>

<sup>4</sup> GA resolution A/RES/64/131 “Realizing the Millennium Development Goals for persons with disabilities”:

[www.un.org/disabilities/documents/gadocs/a\\_res\\_64\\_131.doc](http://www.un.org/disabilities/documents/gadocs/a_res_64_131.doc) last accessed June 12 2010

<sup>5</sup> See also WHA Resolution 58.23 (2005) – Disability prevention, management and rehabilitation and ILO Conventions concerning Discrimination in Employment and Occupation (No. 111) of 1958 and concerning Vocational Rehabilitation and Employment (Disabled Persons) No. 159 as well as the associated Recommendation No. 168 of 1983

implementation of the CRPD. For example, the Inter-Agency Support Group for the CRPD (IASG) – the broadest UN network for coordination of disability-related activities – developed in partnership with the UN Development Group (UNDG) a *Guidance note on including the rights of persons with disabilities in UN programming at country level*<sup>6</sup> in 2010 to assist the UN system in mainstreaming and integrating the rights of persons with disabilities in processes and programmes at the country level.

## 1.2. Barriers to CRPD implementation

The CRPD is comprehensive in nature, covering civil, cultural, economic, political and social rights, and allows for both immediate and progressive realization of the provisions set-out for States Parties. As such, it represents an extremely innovative and ground-breaking human rights treaty. However, few countries have adequate mechanisms in place to respond to the rights of people with disabilities. The innovative nature of the CRPD as well as the numerous barriers faced by persons with disabilities in their daily life around the globe continues to make its implementation by national stakeholders very challenging.

Barriers that undermine implementation of the CRPD include:

- **Inadequate legislation and policies.** Countries show mixed progress with regard to legislation and policy development with significant differences across high-, middle- and low-income countries. The design of legislation and policy does not always take into account the needs of people with disabilities or existing policies are not enforced. For example, for inclusive education policies, a review of 28 countries participating in the Education for All Fast Track Initiative Partnership found that 18 countries either provided very little detail of their proposed strategies to include children with disabilities in schools or did not refer to disability or inclusion at all.<sup>7</sup> At times, legislation still discriminates against persons with disabilities, for example, by denying the right to vote or legal capacity on the basis of disability.<sup>8</sup>
- **Lack of services of good quality.** People with disabilities are particularly vulnerable to deficiencies in services. Poor coordination of services, inadequate staffing, and weak staff competencies can affect the quality, accessibility, and adequacy of services for persons with disabilities. For example World Health Survey data from 51 countries revealed that people with disabilities were more than twice as likely to report finding health care provider skills inadequate to meet their needs, nearly three times more likely to be denied needed health care and four times more likely to be treated badly.<sup>9</sup>
- **Limited awareness and capacity.** Beliefs and prejudices constitute barriers to education, employment, health care and social, political and cultural participation. For example, the attitudes of teachers, school administrators, other children, and even family members affect the inclusion of children with disabilities in mainstream schools. Misconceptions by employers that

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<sup>6</sup> "UNDG Guidance Note for UNCTs on Integrating the Rights of persons with Disabilities in United Nations Programming at Country Level"

<sup>7</sup> World Health Organization and World Bank, World report on disability. Geneva, World Health Organization, 2011 (pg 214).

<sup>8</sup> Background Paper for Round Table 2 of the Fourth Conference of States Parties of the CRPD on 'Participation in Political and Civil Life', Note by the Secretariat.

<sup>9</sup> World Health Organization and World Bank, World report on disability- Summary. Geneva, World Health Organization, 2011 (pg 9).

people with disabilities are less productive than their nondisabled counterparts, and ignorance about available adjustments to work arrangements limits employment opportunities.<sup>10</sup>

- **Lack of consultation and involvement.** There is limited dialogue among national authorities and organizations of persons with disabilities in some countries; as such people with disabilities remain excluded from the design, implementation, monitoring and evaluation of policies and programmes which affect their lives.
- **Lack of data and evidence.** A lack of rigorous and comparable data on disability and evidence on programmes that work can impede understanding and action. Although the UN statistical division together with other agencies<sup>11</sup> has begun to produce sets of questions and tools to mainstream disability within national census and other surveys, there are still inadequate tools and a lack of support to national statistical offices to integrate and use those tools. There is a need to integrate disability into existing surveys and to conduct specific surveys on barriers faced by persons with disabilities in order to provide guidance for the development of appropriate policies and programmes in the meantime.
- **Insufficient guidance.** Many international and national stakeholders lack the capacity to implement the provisions outlined in the CRPD. There are insufficient implementation guidelines, databases on good practices, training and tools available to develop and implement policies, programmes and services aimed at effectively promoting the inclusion and participation of persons with disabilities. For example good practices related to access to community support services, including personal assistance and supported decision-making, are limited especially in low and middle income countries.
- **Lack of operational safeguards.** To date, despite the adoption and entry into force of the CRPD, neither donors nor development agencies have fully adopted and implemented safeguards that prevent development grants, loans or funds created within debt relief mechanisms or indeed other international cooperation mechanisms from creating or perpetuate legal, institutional, attitudinal, physical and ICT barriers to inclusion and participation of persons with disabilities. Some initiatives have been undertaken - for instance in the reconstruction efforts in Haiti - but the absence of clearer disability-related safeguards are weakening many post-crisis interventions.
- **Inadequate funding.** Resources allocated to implementing policies and plans are often inadequate. The lack of effective financing is a major obstacle to sustainable services across all income settings. According to a 2005 survey Governments in 41 of 114 countries did not provide funding for assistive devices. Even in the 79 countries where insurance schemes fully or partially covered assistive devices, 16 did not cover poor people with disabilities, and 28 did not cover all geographical locations. In some cases existing programmes did not cover maintenance and repairs for assistive devices, which can leave individuals with defective equipment and limit its use<sup>12</sup>.

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<sup>10</sup> Idem.

<sup>11</sup> <http://www.un.org/disabilities/default.asp?id=1515>

<sup>12</sup> World Health Organization and World Bank, World report on disability. Geneva, World Health Organization, 2011 (pg 107)



As a result of these barriers, people with disabilities experience poorer health outcomes, lower educational achievements, less economic, political and cultural participation, higher rates of poverty, and increased dependency and less legal protection.<sup>13</sup>

## **PART 2 – THE UNPRPD AND THE MDTF**

### **2.1 Goal/purpose**

The goal of the UNPRPD is to **develop the capacities of national stakeholders, particularly governments and organizations of persons with disabilities, for the effective implementation of the CRPD, including through promoting disability-inclusive internationally agreed development goals.**

A UNPRPD Multi-Donor Trust Fund (hereafter referred as UNPRPD MDTF or UNPRPD Fund), **starting on 8 June 2011 and ending on 31 May 2016**, has been established to generate and manage resources for action towards this goal.

### **2.2 Rationale**

Responses to disability have undergone a radical change in recent decades: the role of environmental barriers and discrimination in contributing to poverty and exclusion is now well understood, and the CRPD outlines the measures needed to remove barriers and promote participation. Disability is a human rights and development issue, and it will be hard to improve the lives of the most disadvantaged people in the world without addressing the specific needs of persons with disabilities<sup>14</sup>.

The *World report on disability*, jointly produced by the World Health Organization (WHO) and World Bank, documents the current situation for people with disabilities and provides evidence for progressive policies and programmes that can improve the lives of people with disabilities and facilitate implementation of the CRPD.

Increased investment is required to generate the required change. The Convention's provisions provide a good basis for partnership. Article 32 of the CRPD highlights "the importance of international cooperation and its promotion, in support of national efforts for the realization of the purpose and objectives of the present Convention..." and provides the framework for mobilization of donor resources for the UNPRPD MDTF together with the GA resolutions A-62-170<sup>15</sup>, A-64-131<sup>16</sup> and A/65/186.

In line with the UNDG position statement on "Enhancing the UN's contribution to National Capacity Development", the UNPRPD fund will support activities used to strengthen, in terms of skills, knowledge and experience, the capacity of state institutions, organizations of persons with disabilities and broader sectors of society to implement the CRPD. In doing so the UNPRPD will aim to build on and strengthen existing individual and joint initiatives, networks, programmes and projects at the country and regional levels and will enable rapid implementation and channeling of funds.

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<sup>13</sup> World Health Organization and World Bank, *World report on disability*. Geneva, World Health Organization, 2011.

<sup>14</sup> World Health Organization and World Bank, *World report on disability*. Geneva, World Health Organization, 2011(pg 107)

<sup>15</sup> **62/170. CRPD and the Optional Protocol thereto** <http://www.un.org/disabilities/default.asp?id=687>

<sup>16</sup> GA resolution A/RES/64/131 "realizing the millennium development goals for persons with disabilities":

[www.un.org/disabilities/documents/gadocs/a\\_res\\_64\\_131.doc](http://www.un.org/disabilities/documents/gadocs/a_res_64_131.doc) last accessed June 12 2010

The UNPRDP will facilitate coordinated support to States from UN agencies, encourage complementarity of action, reduce duplication and contribute to improvements in the effectiveness and impact of the United Nations Development System (UNDS) at the country level, and promoting greater coherence of UNDS activities in support of national priorities.

While the IASG provides a broad forum for the exchange of information and coordination at the level of the UN system, the UNPRPD will be the first global UN inter-agency initiative with a programmatic focus on the promotion and protection of the rights of persons with disabilities. The UNPRPD fund will allow for effective implementation of joint and individual programmes at the country level, supported and complemented by strategic interventions at regional and international levels.

### 2.3 Stakeholders

The UNPRPD will be launched by agencies with expertise on the promotion of the rights of persons with disabilities worldwide: the **Office of the High Commissioner for Human Rights (OHCHR)** and the **United Nations Department of Economic and Social Affairs (DESA)** as the normative and expert organizations on the main international instruments on the rights of persons with disabilities; **United Nations Development Programme (UNDP)** as the lead agency on human development and United Nations coordination; the **United Nations Children’s Fund (UNICEF)** as the lead agency on children, with specific technical expertise related to children’s disability issues, the International Labour Organization (ILO) as a normative and expert organization in the field of international labour standards and the **World Health Agency (WHO)** as the lead agency on health, with specific expertise on disability data, health, rehabilitation and support services. UNDP, UNICEF and WHO have extensive operations at the field level.

Other UN Organizations can join the UNPRPD, for example if they are interested in participating in a joint programme at country level, and thus make the “One UN” work for the rights of persons with disabilities. In the spirit of “Delivering as One”, any UN Organizations engaged in the promotion of the human rights of persons with disabilities as well as international and regional organizations and financial institutions may participate in the UNPRPD. The UNPRPD will thus be able to draw on the specific expertise and outreach of a wide range of stakeholders to support national capacity development.

At country level, UN Resident Coordinators will have a strategic role in providing support, leadership and ensuring coordination within UNCTs as well as inclusion of disability issues into Common Country Assessments (CCAs) and the United Nations Development Assistance Frameworks (UNDAFs). The UNPRPD will be fully aligned with the Guidance Note on *Including the Rights of Persons with Disabilities in UN Programming at Country Level*<sup>17</sup> for UN country teams and implementing partners. The upcoming recommendations and general comments of the CRPD committee and other treaty bodies will also be integrated into the work of the UNPRPD.

The UNPRPD will operate in the spirit of partnership and sustainability, having a clear focus on national ownership and capacity development. Therefore, national stakeholders, including governmental institutions, organizations of persons with disabilities and broader civil society will be closely involved throughout all stages of programme implementation – from the definition of interventions, to their implementation and evaluation.

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<sup>17</sup> “UNDG Guidance Note for UNCTs on Integrating the Rights of persons with Disabilities in United Nations Programming at Country Level”.

## 2.4 Guiding Principles

The work of the UNPRPD and of its supporting MDTF will be guided by the following principles of the CRPD:

- Respect for inherent dignity, individual autonomy including the freedom to make one's own choices, and independence of persons with disabilities;
- Non-discrimination;
- Full and effective participation and inclusion in society;
- Respect for difference and acceptance of persons with disabilities as part of human diversity and humanity;
- Gender equality and special consideration of multiple discrimination and deprivation such as discrimination experienced by women, children and youth or members of marginalized groups with disabilities;
- Accessibility;

In addition the following principles will be adhered to

- Partnerships founded on equality, trust, inclusion and mutual accountability of governments and persons with disabilities;
- Integration of human rights in development processes and promotion of the rights of persons with disabilities;
- The “Delivering as One” principle with its focus on increasing effectiveness of the UN system through greater coherence;
- Priority given to persons with disabilities having no access to other capacity development measures and support programmes.

These principles will be at the centre of the UNPRPD and the MDTF. At the national level, the UNPRPD and the MDTF will operationalize these principles including through the promotion of country-specific and gender-sensitive consultative mechanisms and participatory processes between persons with disabilities, social partners and the State as well as with the UN System.

## **PART 3 – SCOPE OF PARTNERSHIP AND FUNDING**

The UNPRPD aims to have a direct and lasting impact on the advancement of the rights of persons with disabilities and implementation of the CRPD at the national and local levels. Therefore the UNPRPD MDTF will primarily support joint programmes at the country-level in which Participating UN Organizations collaborate around common capacity development goals. Country-level programmes will be supported by thematic, regional and global undertakings.

### **3.1. Country-level Programmes**

Activities will be implemented at the national level preferably by joint programmes, or through individual agency programmes/projects, within the framework of the respective UNCT (the development of UNCT capacities will be supported as long as it is necessary for national capacity development). The specific area of intervention will be identified by field offices through consultation with organizations of persons with disabilities and national partners.

**Thematic priorities** for UNPRPD MDTF include:

- A. Promoting ratification and reforming and/or developing legislation, policy, strategies and plans of action;
- B. Improving the delivery of programmes and services (mainstream and specialized);
- C. Raising awareness and enhancing dialogue and coordination between States, persons with disabilities and their representative organizations, social partners and UNCT's;
- D. Improving data and research on disability.

#### **A. Promoting ratification and reforming and/or developing legislation, policy, strategies and plans of action**

As a result of the paradigm shift which the CRDP entails, disability rights need to be built into new and existing legislation, policies, strategies and plans. Action is required in many different sectors, at multiple levels, and must take into consideration the diversity of disability. A first step is ratifying the CRPD. Law and policy reform might precede or follow ratification, depending on national circumstances and procedures. The UNPRPD fund will support activities related to, *inter alia*:

- Developing a national disability strategy for the ratification and implementation of the CRPD;
- Reviewing legislation for CRPD compliance and subsequent legislative reforms;
- Supporting States in implementing the recommendations of the CRPD Committee;
- Supporting the evaluation and disability rights audit of other relevant policies and strategies to ensure the inclusion of persons with disabilities;
- Supporting disability rights budgeting initiatives (including review of national budget to trace and or determine allocations for disability rights).

#### **B. Improving the delivery of programmes and services (mainstream and specialized)**

People with disabilities have ordinary needs - for health and well-being, for learning and developing skills, and for economic and social security - these needs can and should be met through mainstream

programmes and services<sup>18</sup>. In addition to mainstream services people with disabilities may require access to specific measures such as rehabilitation, support services, or training. There is a need for better, more accessible, flexible, integrated and well coordinated services. The UNPRPD fund will support activities related to the implementation of provisions under the CRPD, *inter alia*:

- Reviewing the performance of existing programmes and services in light of the CRPD;
- Making changes to improve coverage, effectiveness and efficiency of services;
- Supporting States to improve and promote access to mainstream programmes and services;
- Ensuring development programmes are inclusive or and accessible to persons with disabilities;
- Improving coordination of services across different sectors.
- Development and promotion of mechanisms to prevent development funds from creating or perpetuating barriers to participation and inclusion.
- Compiling and disseminating practical experiences and good practices related to CRPD implementation issues.
- Supporting States, National Human Rights Institutions and civil society organizations in the preparation of reports and parallel reports to the CRPD Committee.
- Institutional capacity assessments and change management support to key national institutions/agencies involved in implementation of the CRPD in order the enhance their effectiveness and to support implementation among agencies.
- Reviewing the knowledge and competencies of staff in relevant areas and developing and implementing relevant disability training;
- Integrating training on disability, which incorporates human rights principles, into current curricula and accreditation programmes;

**C. Raising awareness and enhancing dialogue and coordination between States, persons with disabilities and their representative organizations, social partners and UNCTs.**

Increasing awareness about disability issues, and confronting negative perceptions is vital to ensuring the rights of persons with disabilities are mainstreamed into all aspects of society and development. Furthermore, a key element for the implementation of the CPRD is the development of normative and institutional frameworks and mechanisms to enhance consultation with and participation of persons with disabilities and their representative organizations in policy-making and dialogue with national authorities as well as with UNCTs. The UNPRDP fund will support activities related to, *inter alia*:

- The establishment/strengthening of national consultation mechanisms and review of existing mechanisms with organizations of persons with disabilities and government representatives in line with CRPD article 4.
- The designation/establishment of CRPD focal points and coordination mechanisms within the government in line with CRPD article 33;
- The designation/establishment of independent monitoring bodies in line with CRPD article 33 and the Paris Principles;
- Developing and implementing disability awareness training for relevant stakeholders;
- Developing and implementing social marketing campaigns designed to change attitudes;

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<sup>18</sup> World Health Organization and World Bank, World report on disability - Summary. Geneva, World Health Organization, 2011 (pg 17)

## **D. Improving data and research on disability**

Taking into consideration the provision of article 31 (statistics and research) the UNPRPD fund will support activities related to, inter alia:

- Supporting national stakeholders in mainstreaming disability in national statistics in cooperation with the UN statistical division, World Bank, WHO, Washington Group on Disability Statistics, Budapest Initiative, and other data initiatives;
- Supporting national stakeholders and/or UNCTs to conduct surveys on barriers to participation of persons with disabilities;
- Supporting the inclusion of a disability rights perspective in National Human Development Reports and other national and UN statistical publications.

### **3.2. Global and regional support activities**

Country-level programmes will be supplemented by global and regional activities that also serve to strengthen the implementation of the CRPD at country level. Such efforts will be designed to maximize country benefits in the delivery of UNPRPD by ensuring consistency in approaches and economies of scale in the development of knowledge and capacities. These activities will be coordinated with UN mechanisms dealing directly or indirectly with rights of persons with disabilities (such as the IASG and the UNDG Human Rights Mechanism) and will promote the participation of persons with disabilities.

**Key Global and Regional activities** may include:

- Research on thematic issues;
- Technical, policy and legal advisory services;
- Knowledge management including: collection and dissemination of good practices, development of training curricula, guidelines and tools;
- Networking and exchange of experiences.

## PART 4 – UNPRPD ARCHITECTURE

### 4.1. Structure and roles

The governance of the UNPRPD will be based on two mechanisms.

The **Policy Board**, established as a high-level body, will meet once a year to set the strategic direction of the Partnership and address the implications of major policy issues for the Fund. It will review the work of the Fund and provide programmatic oversight for the allocation of financial resources.

A **Management Committee (MC)** will be established as a working-level, standing committee of the Policy Board with the responsibility to review proposals for funding and decide on the allocation of funds, also on the basis of an external peer review process.

Detailed Terms of Reference for the Policy Board and the Management Committee will be drafted by the Technical Secretariat in consultation with Participating Organizations and adopted by the Policy Board at its first meeting.

#### UNPRPD Policy Board

The Policy Board will be an inclusive, constituency-based body with the following membership:

- All UN organizations participating in the UNPRPD
- Two members of the Bureau of the Conference of States Parties to the CRPD
- Two MDTF donor countries
- The Chair of the International Disability Alliance (IDA)
- One civil society organization to be appointed by the Civil Society Forum of the Conference of States Parties to the CRPDA

In addition, the following eminent persons will be invited to participate in the work of the Policy Board:

- Chair of the Committee on the Rights of Persons with Disabilities;<sup>19</sup>
- Special Rapporteur on Disability of the Commission on Social Development;<sup>20</sup>
- Two additional individuals who distinguished themselves for their work in promoting disability rights to be appointed by the Chair of the Policy Board. Consideration will be given to ensuring diversity among appointees keeping in mind the particular importance of:
  - voices of persons with disabilities from the South;
  - voices of women with disabilities;
  - voices of young people with disabilities.

The Multi-Partner Trust Fund Office of UNDP will be an *ex officio* member of the Policy Board as administrative agent of the Fund.

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<sup>19</sup> It is understood that the participation of the Chair of the CRPD Committee may require the previous authorization of the Committee itself

<sup>20</sup> It is understood that the Special Rapporteur's participation may require the previous authorization of the Commission on Social Development

The Chairmanship of the Policy Board will rotate on an annual basis among the participating UN organizations. The Chair should be a senior (ideally executive-level) representative of the chairing organization.

#### **UNPRPD Management Committee**

The Management Committee is established as a working level mechanism with the following membership:

- All UN organizations participating in the UNPRPD
- One of the two CoSP Bureau members currently serving as Policy Board members
- One of the two MDTF donor countries currently serving as Policy Board members
- One representative of the International Disability Alliance (IDA)
- One representative of the civil society organization appointed by the CoSP Civil Society Forum to serve as Policy Board member

The Multi-Partner Trust Fund Office of UNDP will be an *ex officio* member of the Management Committee as administrative agent of the Fund.

The Chairmanship of the Policy Board will rotate on an annual basis among the Participating UN Organizations.

#### **UNPRPD Technical Secretariat**

The UNPRPD may be supported by a Technical Secretariat the cost of which may be raised as direct cost from the UNPRPD MDTF if necessary. However, in the start-up phase the UNPRPD will be supported by drawing on existing resources of the Participating UN Organizations comprising the Policy Board.

The UNPRPD Technical Secretariat, working closely with the Administrative Agent, as appropriate, will provide support to the UNPRPD Policy Board, Participating UN Organizations, UNCTs and other UNPRPD stakeholders. It will be tasked with the following activities:

- Draft criteria for the selection of joint programmes and projects receiving UNPRPD MDTF funding for adoption by the Policy Board;
- Develop guidelines for the preparation and submission of proposals for approval by the Policy Board;
- Coordinate the peer review of proposal vetting by requesting technical feedback from Participating UN Organizations and recognized experts in the field, as will be further described in the ROP of the Policy Board;
- Review proposals submitted by Participating UN Organizations for completeness and consistency with these Terms of Reference (TOR) and the established criteria and guidelines (initial vetting);
- Recommend to the Management Committee for its decision on proposals to receive funds from the UNPRPD Fund;
- Transmit approved proposals to the Administrative Agent for fund disbursement;
- To the extent possible, provide technical assistance to country programmes as well as to regional and global activities, e.g. by facilitating access to relevant technical expertise;



- Synthesize and consolidate the narrative reports submitted by Participating UN Organizations each calendar year and upon completion of each UNPRPD project/joint programme;
- Assess and compile lessons-learned from the programme and initiatives supported and develop and implement an effective knowledge management system;
- Identify, monitor, evaluate and disseminate good practices related to global and regional initiatives and actions;
- Facilitate independent programme/project evaluations;
- Contribute to ensuring that policies and strategies decided by the UNPRPD Policy Board are implemented and adhered to.

### **Administrative Agent**

The UNPRPD MDTF will use the pass-through modality and will be administered by the UNDP Multi-Partner Trust Fund Office (MPTF Office). In a pass-through arrangement, donors and Participating UN Organizations agree to channel funding through one Participating UN Organization, referred to as the Administrative Agent. The Administrative Agent is the appointed interface between the Participating UN Organizations and the donors.

In the context of growing efforts of the UN system towards enhanced coherence and efficiency at the country level and increasing joint UN activities, UNDP, through its MPTF Office, is often called upon to play the role of Administrative Agent for Multi-Donor Trust Funds (MDTFs) and Joint Programmes (JPs) that use the pass-through fund management model, established by the UN system, national authorities and donors in the context of humanitarian, transition, reconstruction and development programmes.

The UNDP MPTF Office is therefore entrusted to act as the Administrative Agent. UNDP's accountability as the Administrative Agent is set out in the policy "UNDP's Accountability when acting as Administrative Agent in MDTFs and JPs using the pass-through fund management modality" (see <http://mdtf.undp.org>). UNDP performs the Administrative Agent functions in accordance with the UNDG "Protocol on the Administrative Agent for MDTFs and JPs".

The Administrative Agent administers UNPRPD resources in accordance with its financial regulations and rules and the UNPRPD Fund's TOR. It will be responsible for the following activities:

- Sign an MOU with the Participating UN Organizations;
- Negotiate and sign Standard Administrative Arrangements with donors that wish to provide contributions to the UNPRPD MDTF;
- Receive, administer, and manage contributions from donors;
- Subject to availability of funds, disburse funds to Participating UN Organizations based on resource allocation decisions of the UNPRPD Policy Board;
- Consolidate annual and final financial reports from the Participating UN Organizations;
- Transmit annual/final Consolidated Reports to donors through the UNPRPD Technical Secretariat and the UNPRPD Policy Board; and
- Subject to the availability of funds, disburse funds for direct costs to Participating UN Organizations requested by the Policy Board to perform additional tasks in support of the UNPRPD.

The Administrative Agent will charge a 1% fee of each donor contribution for fund administration and fiduciary responsibilities.

## **Participating UN Organizations**

Participating UN Organizations that have signed up to the UNPRPD Fund and receive funds shall assume full programmatic and financial accountability for funds transferred to them by the Administrative Agent and will be responsible for the following activities:

- Prepare and submit proposals to the UNPRPD Technical Secretariat for review/vetting;
- Design, implement and oversee joint programmes and projects financed by the UNPRPD MDTF; and
- Establish a separate ledger account for the receipt and administration of the funds disbursed to it by the Administrative Agent.

For each project approved for funding from the UNPRPD MDTF, the Participating UN Organizations will be required to provide the following to the Technical Secretariat:

- Annual narrative progress reports, to be provided no later than three months (31 March) after the end of the calendar year;
- Final narrative reports after the completion of the activities in the approved programme (including the final year of the activities in the approved programme) to be provided no later than four months (30 April) after the calendar year following the financial closing of the UNPRPD MDTF. The final report will give a summary of results and achievements compared to the goals and objectives of the UNPRPD MDTF.

Participating UN Organizations will be required to provide the following statements and reports to the Administrative Agent:

- Annual financial statements and reports as of 31 December with respect to the funds disbursed to it from the UNPRPD MDTF Account, to be provided no later than four months (30 April) after the end of the calendar year;
- Certified final financial statements and final financial reports after the completion of the activities in the approved programme (including the final year of the activities in the approved programme) to be provided no later than six months (30 June) of the year following the financial closing of the UNPRPD MDTF.

Indirect costs of the Participating UN Organizations recovered through programme support costs will be 7%. In accordance with the UN General Assembly resolution 62/208 (2007 Triennial Comprehensive Policy Review principle of full cost recovery), all other costs incurred by each Participating UN Organizations in carrying out the activities for which it is responsible under the UNPRPD MDTF will be recovered as direct costs.

## **Lead Agencies**

In the case of country-level programmes, the Participating UN Organizations may designate a 'lead agency' to coordinate the programmatic aspect of a joint programme, its reporting and Monitoring and Evaluation. During programme implementation, the lead agency can recruit a Joint Programme Coordinator who will be responsible for promoting synergies between agencies, public representation and communication of objectives, joint reporting of results, and other joint activities.

## **National Steering Committee**

Where appropriate, a funded programme may establish a National Steering Committee which would include representatives of the UN, government and organizations of persons with disabilities as well as social partners and civil society organizations as relevant. The National Steering Committee will be co-chaired by the UN Resident Coordinator and a representative of the Government. The decisions on the specific composition of the Committees will be taken at the country level. If a joint programme is the chosen and approved implementation modality, the Joint Programme Steering Committee can fulfill this function. Likewise, taking into account the national context, the UNPRPD will build on existing coordination, advisory or consultative mechanisms or processes that exist at the country level for effective, meaningful and on-going dialogue and consultation with the national government and persons with disabilities.

The key role of the National Steering Committee would be to ensure adequate consultation with concerned parties in the implementation of the funded programme and in line with the UNDG Guidance Note on Establishing, Managing and Closing Multi-Donor Trust Funds.

## **PART 5 – MOBILIZATION, ALLOCATION AND UTILIZATION OF RESOURCES UNDER THE UNPRPD FUND**

### **5.1. Contributions to the UNPRPD MDTF**

The Policy Board, supported by the UNPRPD Technical Secretariat, takes the lead in developing a resource mobilization strategy providing clear roles and targets.

Contributions to the UNPRPD Fund may be accepted from governments of Member States of the UN or from inter-governmental or non-governmental organizations, or from private sources. Acceptance of funds from the private sector will be guided by criteria stipulated in the UN system-wide guidelines on cooperation between the UN and Business Community (the UN Secretary General's guidelines: <http://www.un.org/partners/business/otherpages/guide.htm>).

In support of the overarching aim of UNPRPD, and to ensure maximum flexibility and coordination, donors are encouraged to contribute with multi-year pooled/non-earmarked resources. If this is not possible, the earmarking for thematic/functional priorities or regional earmarking may be permitted by the Policy Board.

Contributions to the UNPRPD Fund may be accepted in fully convertible currency. Such contributions shall be deposited in the bank accounts designated by UNDP. The value of a contribution-payment, if made in other than United States dollars, shall be determined by applying the UN operational rate of exchange in effect on the date of payment.

### **5.2. Formulation process, criteria for joint programme screening and release of funds**

Participating UN Organizations seeking funding will be invited to develop individual and joint programme documents based on in-country demand, in consultation with governmental institutions, organizations of persons with disabilities and civil society partners, or other partners as relevant (e.g. social partners, academia, etc.). Resident Coordinators will play a key role in facilitating the process at the country level and engaging UNCTs. The draft joint programme proposal will then be submitted to the Technical Secretariat for review in line with design guidelines and standards.

The UNPRPD Management Committee, supported by the Technical Secretariat, may decide to approve the proposals, approve proposal with modifications/conditions, defer/return with comments for further considerations or reject proposals. The Management Committee draws on feedback received from external partners and recognized experts in the field through the peer review of proposals coordinated by the Technical Secretariat. The decision of the Management Committee has to be signed off by the Chair of Policy Board in order to become operational.

On receipt of the UNPRPD Policy Board's programme approval, the representatives of country/regional offices of the Participating UN Organizations will proceed with the signing of the joint programme document.

On receipt of the UNPRPD Policy Board's approval of a programme and a copy of the signed programme document accompanied by the programme budget, the MPTF Office, acting as Administrative Agent, will pass funds to the Participating UN Organizations. Periodic reviews of joint programme management and implementation will be undertaken jointly with the Participating Organizations.

### **5.3. Implementation modalities**

Joint programmes funded by the UNPRPD MDTF will be implemented by Participating UN Organizations utilizing existing and relevant infrastructures and regulations, at global, regional and national level such as the joint programming modalities.

Implementation of activities will take place through – or in collaboration with – the relevant government partners and organizations of persons with disabilities at various levels (or other partners such as academia, employers and workers organizations, etc. as relevant) in order to strengthen these institutions' mandates and capacity.

In accordance with the Participating UN Organizations' rules and regulations, resources received from the Administrative Agent may be disbursed by the Participating UN Organizations to sub-recipients which may be either government institutions, civil society partners (including organizations of persons with disabilities) or other UN organizations.

### **5.4. Monitoring and accountability**

As noted in section 4.1, Participating UN Organizations that receive funding from the UNPRPD Fund will be required to provide the Administrative Agent with annual financial reports and a final certified financial statement. The Participating UN Organizations will provide the Technical Secretariat with annual narrative progress reports and a final narrative and financial report after the completion of the funded programme.

The Lead Agency at the country level will be responsible for preparing country level joint programme narrative reports. The Technical Secretariat will consolidate the annual narrative reports submitted by the Lead Agency in each country.

Decisions by the UNPRPD Policy Board will be circulated as appropriate to ensure the full coordination and coherence of UNPRPD efforts. The Technical Secretariat and the Administrative Agent will develop dedicated accessible web sites or web pages to ensure appropriate transparency and accountability. In line with the UN's commitment towards public disclosure of its operational activities, summaries of project information and periodic progress reports will be posted on the web site.

### **5.5. Audit**

The Administrative Agent and Participating UN Organizations will be audited in accordance with their own Financial Regulations and Rules and in accordance with the Framework for auditing MDTFs which was agreed by the Internal Audit Services of Participating UN Organizations and endorsed by the UNDG in September 2007.

### **5.6. Evaluation**

Monitoring and evaluation of the Fund will be undertaken in accordance with the provisions contained in these TORs, consistent with the respective regulations, rules and procedures of the Participating UN Organizations. The Rules of Procedure of the Policy Board will detail any additional principles and procedures to be followed for monitoring and evaluation.

## **5.7. Joint Communications**

Each Participating UN Organization will take appropriate measures to publicize the UNPRPD and to give due credit to the other Participating UN Organization. Information given to the press, to the beneficiaries of the Fund, all related publicity material, official notices, reports and publications, will acknowledge the role of the host Government, the donors, the Participating UN Organizations, the Administrative Agent and any other relevant entities. In particular, the Administrative Agent will include and ensure due recognition of the role of each Participating UN Organization and partners in all external communications relating to the Fund.

The Administrative Agent, in consultation with the Technical Secretariat, will ensure that decisions regarding the review and approval of the Fund as well as periodic reports on the progress of implementation of the Fund, and associated external evaluations are posted, where appropriate, for public information on the websites of the UNPRPD, UNCTs and the Administrative Agent (<http://mdtf.undp.org>). Such reports and documents may include approved programmes and programmes awaiting approval, fund level annual financial and progress reports and external evaluations, as appropriate.

## **PART 6 – OTHER MATTERS**

The UNPRPD Fund will be established upon signing of the Memorandum of Understanding amongst at least two Participating UN Organizations and the Administrative Agent. It will become operational upon signing of the first Standard Administrative Arrangement with the donor. Nothing in these TOR affects the provisions agreed in the Memorandum of Understanding between Participating UN Organizations and UNDP regarding the Operational Aspects of the UNPRPD MDTF.

The UNPRPD Fund will terminate upon completion of all programmes/projects funded through the UNPRPD Fund and after satisfaction of all commitments and liabilities. Notwithstanding the completion of the initiatives financed from the UNPRPD Fund, any unutilized balances will continue to be held in the UNPRPD Fund Account until all commitments and liabilities incurred in implementation of the programmes have been satisfied and project activities have been brought to an orderly conclusion.

Any balance remaining in the UNPRPD Fund Account or in the individual Participating UN Organizations' accounts upon completion of UNPRPD shall be used for a purpose mutually agreed upon or returned to the donors in proportion of their contribution to the UNPRPD Fund as agreed upon by the donors and the Policy Board.

*For more information about other UN MDTFs and the MDTF pass-through modality, please see:*

<http://mdtf.undp.org>

