

Strategic Framework Fund

Governing Principles¹



The Strategic Framework Fund (SFF) is a **pooled funding instrument** created by the Institute's Board of Trustees to help UNITAR deliver on its mandate and achieve its strategic objectives. The SFF provides UNITAR with increased flexibility and leverage to meet learning and other capacity development needs under the objectives of the strategic framework and the 2030 Agenda for Sustainable Development, with emphasis placed on the needs of individuals, organizations and institutions in countries in special situations, including the least-developed countries, the landlocked developing countries, the small island developing States or distressed countries emerging from conflict. The SFF will also support the strengthening of UNITAR's strategic enablers for functional units to service programming units as effectively and efficiently as possible, and to ensure that UNITAR is the best provider in its business domain.

Funding and donor visibility

The SFF is a pool of voluntary contributions from governments, intergovernmental organizations and from foundations and other non-governmental sources. In contrast to the tightly earmarked special purpose grants, voluntary contributions to the SFF are loosely earmarked and intended for overall support of the framework, including both the strategic objectives and strategic enablers. Full visibility of donor contributions to the SFF will be ensured.

Financial fiduciary

- a) The contributions to the SFF will be credited as a loosely earmarked special purpose grant and accounted separately from the General Fund.
- b) Contributions to the SFF will be maintained and accounted as pooled funds.²
- c) Expenses will be recorded and maintained by thematic areas.
- d) The Executive Director will report the details of receipts and utilization of funds to the SFF to the Board of Trustees on an annual basis.
- e) The SFF will be subject to audit in accordance with the regular UN audit requirements.
- f) A due diligence exercise is to be undertaken on funds from non-State contributors.

Programmatic allocation requirements

- g) Allocations will be made based on requests from programme units. Requests require clear alignment to the UNITAR strategic framework/the 2030 Agenda or other 2015 outcomes.
- h) Allocations may support requests for co-financing but shall not be used to pre-finance activities on a loan basis.
- i) Prior to any allocation, supporting project documents with a results framework shall be submitted for review. While allocation requests to support programmatic innovation do not require a project document or results framework, such requests require a concept note clearly indicating how the funds for innovation are linked to the UNITAR strategic framework and support the 2030 Agenda. SFF allocations for innovation will be limited.

¹ Approved by the UNITAR Board of Trustees on 30 November 2018.

² While contributions to the SFF would be recorded separately, expenses would be met in a pooled form and would not be tracked separately for each donor, like all UN pooled funding arrangements.

- j) Allocations will privilege programmatic activities that (i) have strong SDG alignment; (ii) give rise to high impact results that benefit countries in special situations, including individuals who are made vulnerable, such as women and children; (iii) that promote the attainment of multiple goals or the holistic, integrated nature of the Agenda (iv) are delivered with partners to maximize resource efficiencies; and (v) involve cross UNITAR programme collaboration.

Decision-making

- k) The Executive Director will use his discretion in the allocation of the funds, taking into consideration allocation requirements and criteria, as well as the financial sustainability of UNITAR.

Cost recovery

- l) During the implementation of the programmatic portion of the SFF, the normal full cost recovery rates will be applied to recover the costs of support for activity implementation.
- m) Funds attributed to supporting strategic enablers would not be subject to cost recovery.

Narrative Reporting

- n) An annual narrative report on the activities delivered and results achieved will be provided to donors of the SFF by 28 February of the following calendar year.

Independent Evaluation

- o) The SFF will be subject to an independent evaluation every two-years. The evaluation will be funded directly from the SFF, with 2.5% of each contribution to the SFF set aside for this purpose. The results of the evaluation will be disclosed in accordance with the Institute's Monitoring and Evaluation Policy Framework.

Review and amendment

- p) These governing principles will be reviewed annually and amended if required by the Board of Trustees.