Annex II

APPROVED 2020, 2021, 2022 AND 2023 BUDGETS OF THE FUND SECRETARIAT

			Approved	**Approved**	**Approved**	**Approved**
			2020[(1)]	2021	2022	2023
10	PERSONNEL COMPONENT*					
1100	Project Personnel (Title & Grade)					
	01	Chief Officer (D2)	300,466	309,480	255,011	262,662
	02	Deputy Chief Officer (D1)	296,523	305,418	251,665	259,215
	03	Programme Management Officer (P4)	209,636	215,925	177,922	183,260
	04	Senior Programme Management Officer (P5)	267,956	275,995	227,420	234,243
	05	Senior Programme Management Officer (P5)	267,956	275,995	227,420	234,243
	06	Senior Programme Management Officer (P5)	267,956	275,995	227,420	234,243
	07	Senior Programme Management Officer (P5)	267,956	275,995	227,420	234,243
	08	Information Management Officer (P4)	241,521	248,766	204,984	211,133
	09	Senior Administrative and Fund Management Officer (P5)	240,413	247,626	204,044	210,165
	10	Senior Monitoring and Evaluation Officer (P5)	267,956	275,995	227,420	234,243
	11	Programme Management Officer (P3)	164,681	169,621	139,768	143,961
	12	Chief, Information Systems Unit (P4)	177,793	183,127	150,896	155,423
	13	Programme Management Officer (P4)	208,803	215,067	177,215	182,532
	14	Associate Administrative Officer (P2)	143,286	147,585	121,610	125,258
	15	Programme Management Officer (P3)	143,286	147,585	121,610	125,258
	98	Prior Year				
1199		**Sub-Total**	**3,466,189**	**3,570,175**	**2,941,824**	**3,030,079**
1200	Consultants					
	01	Projects and technical reviews etc.	75,000	75,000	75,000	75,000
1299		**Sub-Total**	**75,000**	**75,000**	**75,000**	**75,000**
1300	Administrative Support Personnel					
	01	Meeting Services Assistant (G7)	112,947	116,335	95,860	98,736
	02	Programme Management Assistant (G6)	106,872	110,078	90,704	93,426
	03	Programme Management Assistant (G5)	89,604	92,292	76,048	78,330
	04	Programme Management Assistant (G5)	83,664	86,174	71,007	73,138
	05	Information Technology Assistant (G6)	106,873	110,079	90,705	93,426
	06	Programme Management Assistant (G5)	88,425	91,077	75,048	77,299
	07	Administrative Assistant (G6)	94,857	97,703	80,507	82,922
	08	Staff Assistant (G5)	72,272	74,440	61,339	63,179
	09	Programme Management Assistant (G5)	83,664	86,174	71,007	73,138
	10	Programme Management Assistant (G5)	83,664	86,174	71,007	73,138
	11	Programme Management Assistant (G6)	81,227	83,664	68,939	71,007
		Sub-Total	**1,004,068**	**1,034,190**	**852,173**	**877,738**
1330		Conference Servicing Cost				
1333		Meeting Services: ExCom	355,800	355,800	355,800	355,800
1334		Meeting Services: ExCom	355,800	355,800	355,800	355,800
1336		Meeting Services: ExCom				
1335		Temporary Assistance	18,800	18,800	18,800	18,800
		Sub-Total	**730,400**	**730,400**	**730,400**	**730,400**
1399		**TOTAL ADMINISTRATIVE SUPPORT**	**1,734,468**	**1,764,590**	**1,582,573**	**1,608,138**

(1) Does not include allocation for 2019 unrecorded expenditures amounting to US $24,209: US $7,168 for computer expendables (BL 4102); US $10,548 for non - expendable (BL 4201-4202); and US $6,493 for network Maintenance (BL 5105).

*Personnel costs under BLs 1100 and 1300 will be reduced by US $247,880 based on 2019 actual cost differentials between staff cost in Montreal and staff cost in Nairobi covered by the Government of Canada.

			Approved	Approved	Approved	Approved
			2020	2021	2022	2023
1600	Travel on official business					
	01	Mission costs	208,000	208,000	208,000	208,000
	02	Network meetings (4)	50,000	50,000	50,000	50,000
1699		**Sub-Total**	**258,000**	**258,000**	**258,000**	**258,000**
1999		**COMPONENT TOTAL**	**5,533,658**	**5,667,765**	**4,857,397**	**4,971,217**
20	CONTRACTUAL COMPONENT					
2100	Sub-contracts					
	01	Treasury services (decision 59/51(b))	500,000	500,000	500,000	500,000
	02	Corporate consultancies				
2200	Subcontracts					
	01	Various studies				
	02	Corporate contracts	-	-	-	-
2999		**COMPONENT TOTAL**	**500,000**	**500,000**	**500,000**	**500,000**
30	MEETING PARTICIPATION COMPONENT					
3300	Travel and DSA for Article 5 delegates to Executive Committee meetings					
	01	Travel of Chairperson and Vice-Chairperson	15,000	15,000	15,000	15,000
	02	Executive Committee (2)	150,000	150,000	150,000	150,000
3999		**COMPONENT TOTAL**	**165,000**	**165,000**	**165,000**	**165,000**
40	EQUIPMENT COMPONENT					
4100	Expendables					
	01	Office stationery	7,000	7,000	7,000	7,000
	02	Computer expendable (software, accessories, hubs, switches, memory)	10,530	10,530	10,530	10,530
4199		**Sub-Total**	**17,530**	**17,530**	**17,530**	**17,530**
4200	Non-Expendable Equipment					
	01	Computers, printers	13,000	13,000	13,000	13,000
	02	Other expendable equipment (shelves, furnitures)	5,850	5,850	5,850	5,850
4299		**Sub-Total**	**18,850**	**18,850**	**18,850**	**18,850**
4300	Premises					
	01	Rental of office premises**	870,282	870,282	870,282	870,282
		Sub-Total	**870,282**	**870,282**	**870,282**	**870,282**
4999		**COMPONENT TOTAL**	**906,662**	**906,662**	**906,662**	**906,662**
50	MISCELLANEOUS COMPONENT					
5100	Operation and Maintenance of Equipment					
	01	Computers and printers, etc. (toners, colour printer)	8,100	8,100	8,100	8,100
	02	Maintenance of office premises	8,000	8,000	8,000	8,000
	03	Rental of photocopiers (office)	10,000	10,000	10,000	10,000
	04	Telecommunication equipment rental	8,000	8,000	8,000	8,000
	05	Network maintenance	10,000	10,000	10,000	10,000
5199		**Sub-Total**	**44,100**	**44,100**	**44,100**	**44,100**
5200	Reproduction Costs					
	01	ExCom and reports to MOP	10,710	10,710	10,710	10,710
5299		**Sub-Total**	**10,710**	**10,710**	**10,710**	**10,710**
5300	Sundries					
	01	Communications	45,000	45,000	45,000	45,000
	02	Freight charges	6,000	6,000	6,000	6,000
	03	Bank charges	2,500	2,500	2,500	2,500
	05	Staff training	20,137	20,137	20,137	20,137
	06	GST				
	04	PST				
5399		**Sub-Total**	**73,637**	**73,637**	**73,637**	**73,637**
5400	Hospitality and Entertainment					
	01	Hospitality costs	16,800	16,800	16,800	16,800
5499		**Sub-Total**	**16,800**	**16,800**	**16,800**	**16,800**
5999		**COMPONENT TOTAL**	**145,247**	**145,247**	**145,247**	**145,247**
GRAND TOTAL			7,250,567	7,384,674	6,574,306	6,688,126
		Programme support costs (9%)	402,323	414,393	341,460	351,704
COST TO MULTILATERAL FUND			**7,652,890**	**7,799,067**	**6,915,766**	**7,039,830**
	Previous budget schedule		**7,652,890**	**7,799,067**	**7,949,630**	**-**
	Increase/decrease		**(0)**	**0**	**(1,033,864)**	**7,039,830**

**Rental of premises will be offset by US $619,267 (based on 2019) being covered by cost differential with Government of Canada leaving US $54,526 to be charged to the MLF.