



31 January 2014

Dear Mr. Schlachter,

**Subject: FINANCIAL STATEMENT AS OF 31 December 2013**

Enclosed, please find the Financial Statement for project Tuvalu Trade Capacity and Institution Strengthening, which indicates the expenditure recorded as of 3<sup>1st</sup> December 2013.

You will note the following from the statement:

The recorded expenditures funded by the EIF TF total US\$146,315.87 from the commencement of the project to 31/12/2013.

The contributions received from the EIF TF totals USD \$300,000 as of 31<sup>st</sup> December 2013.

If you have any questions or comments, please do not hesitate to contact Ms. Veronika Manoa, Programme Associate, UNDP Multi-Country Office in Fiji (email: [veronika.manoa@undp.org](mailto:veronika.manoa@undp.org)).

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Osnat Lubrani', is positioned below the text 'Yours sincerely,'.

Osnat Lubrani  
Resident Representative

Mr. Bernhard Schlachter,  
Executive Officer,  
EIF Trust Fund Manager,  
UNOPS,  
Geneva.

**Financial Report Template**  
(Semi Annual)



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Resilient nations.*

**FINANCIAL SUMMARY REPORT AS OF 31<sup>st</sup> December 2013**  
(Semi-Annual)

**Country:** Tuvalu (Fiji Multi-country Office)  
**Project No.:** Project ID: 00084412  
**Project Title:** Tuvalu Trade Capacity Building and Institution Strengthening Project  
**Starting Date:** 01/02/2013  
**Expiry Date:** 31/12/2015  
**Total Project Budget:** **USD1,145,000**  
**Approved Budget from EIF TF\*:**  
 (\*EIF TF = Enhanced Integrated Framework Trust Fund)

| <b>PROJECT FUNDING AS OF 31/12/2013</b>                        | <b>AMOUNT (USD)</b> |
|--|---------------------|
| <b>1. EIF TF (see Schedule 1)</b>                              | <b>1,100,000</b>    |
| <b>1.1 Contributions</b>                                       | <b>300,000</b>      |
| <b>1.2 Interest</b>  |                     |
| <b>2. Government Contributions</b>                             |                     |
| <b>2.1 Cash Contributions</b>                                  |                     |
| <b>2.2 In-Kind Contributions</b>                               |                     |
| <b>3. Other Contributions</b>                                  |                     |
| <b>3.1 UNDP</b>  | 15,000              |
| <b>3.2 [Insert donor]</b>                                      |                     |
| <b>3.3 [Insert donor]</b>                                      |                     |
| <b>TOTAL AVAILABLE FUNDS</b>                                   | <b>315,000</b>      |
| <b>EXPENDITURES AS OF 31/12/2013</b>                           |                     |
| <b>1. Expenditures funded by EIF (see Schedule 1)</b>          | 146,316             |
| <b>2. Expenditures funded by Government Cash Contributions</b> | Nil                 |
| <b>3. Expenditures funded by Other Contributions</b>           | Nil                 |
| <b>TOTAL EXPENDITURES</b>                                      | <b>146,316</b>      |

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Schedule 1

EIF TF FINANCIAL STATEMENTS AS OF 31<sup>st</sup> December 2013

Country: Tuvalu (UNDP Fiji Multi-Country Office)  
 Project No.: Atlas Project ID: 00084412  
 Project Title: Tuvalu Trade Capacity Building and Institution Strengthening  
 Starting Date: 1 February 2013  
 Expiry Date: 31<sup>st</sup> December 2015  
 Approved Budget from EIF TF\*: US\$1,100,000  
 (\*EIF TF = Enhanced Integrated Framework Trust Fund)

**A: CONTRIBUTIONS RECEIVED FROM EIF TF**

| INCOME DESCRIPTION                      | RECEIVED DATE                 | AMOUNT (USD)   |
|---|-------------------------------|----------------|
| 1 <sup>st</sup> Tranche                 | 30 <sup>th</sup> January 2013 | 300,000        |
| 2 <sup>nd</sup> Tranche                 |                               |                |
| 3 <sup>rd</sup> Tranche                 |                               |                |
| <b>Total income</b>                     |                               | <b>300,000</b> |
| Interest                                |                               |                |
| Interest                                |                               |                |
| Interest                                |                               |                |
| <b>Total interest</b>                   |                               |                |
| <b>TOTAL AVAILABLE FUND FROM EIF TF</b> |                               | <b>300,000</b> |

**B: EXPENDITURES FUNDED BY EIF TF (including GMS)**

| Account | Account Category      | Exp Year 1 | Exp Year 2 | Exp Year 3 | Total Expenditures |
|---------|-----------------------|------------|------------|------------|--------------------|
| 71200   | Int'l Experts         | 69,115     |            |            | <b>69,115</b>      |
| 71400   | Support Staff         | 23,795     |            |            | <b>23,795</b>      |
| 71600   | Travel & Missions     | 14,498     |            |            | <b>14,498</b>      |
| 72200   | Equipment & Furniture | 4,463      |            |            | <b>4,463</b>       |
| 72300   | Material & Goods      | 713        |            |            | <b>713</b>         |
| 72400   | Comms. Equipment      | 9,433      |            |            | <b>9,433</b>       |
| 72500   | Supplies              | 4,115      |            |            | <b>4,115</b>       |
| 72600   | Gramts                | 4,427      |            |            | <b>4,427</b>       |
| 72800   | IT Supplies           | 611        |            |            | <b>611</b>         |
| 74200   | Communication         | 1,535      |            |            | <b>1,535</b>       |
| 74500   | Sundries              | 428        |            |            | <b>428</b>         |
| 74700   | Shipping & handling   | 1,631      |            |            | <b>1,631</b>       |

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|                           |                                |                |                |
|---------------------------|--------------------------------|----------------|----------------|
| 75100                     | Facilities & Administration    | 9,454          | 9,454          |
| 75700                     | Training & Workshops           | 290            | 290            |
| 76100                     | Foreign Exchange Currency Loss | 1,809          | 1,809          |
| <b>TOTAL EXPENDITURES</b> |                                | <b>146,316</b> | <b>146,316</b> |

**C: NET FUND BALANCE**

| DESCRIPTION                            | AMOUNT (USD)   |
|--|----------------|
| A: TOTAL AVAILABLE FUND FROM EIF TF    | 1,100,000      |
| B: TOTAL EXPENDITURES                  | 146,316        |
| <b>C: NET FUND BALANCE (C = A - B)</b> | <b>953,684</b> |