

**Funding Authorization and Certificate of Expenditures**

UN Agency: **UNDP**

**UNDP**

Date:

Country: **Antigua and Barbuda**  
 Programme Code & Title: **(Project ID) 00102290**  
 Project Code & Title: **Monitoring and assessment of MEA implementation and environmental trends in Antigua and Barbuda**  
 Responsible Officer(s): **Diann Black-Layne**  
 Implementing Partner: **Department of Environment**

Type of Request:  
 Direct Cash Transfer (DCT)  
 Reimbursement  
 Direct Payment

Currency: **XCD**

**REPORTING**

**REQUESTS / AUTHORIZATIONS**

Activity/Description from AWP with Duration	Coding for UNDP- UNFPA and WFP	REPORTING				REQUESTS / AUTHORIZATIONS						
		Authorised Amount XCD	Actual Project Expenditure XCD	Expenditures accepted by Agency XCD	Balance XCD	New Request Period & Amount XCD	Authorised Amount XCD	Outstanding Authorised Amount XCD	Authorised Amount BBD	Bank Rate #REF!	Outstanding Authorised Amount BBD	Bank Rate #REF!
<b>Component 1</b>												
Contracting Consultants	71800					42,000.00						
Travel to/from Barbuda and in Antigua	71600					2,500.00						
Convening Stakeholder Workshops	75700					4,000.00						
Purchase of Project materials	72300					2,000.00						
Purchase of Information Technology equipment	72800					93,500.00						
<b>Component 2</b>												
Contracting Consultants	71800					14,100.00						
Travel to/from Barbuda and in Antigua	71600											
Convening Stakeholder Workshops	75700											
Purchase of Project materials	72300					7,500.00						
Contracting of Project Consultant	71800											
Cost of travel for Project Management Team	71200											
	71600											
	74100											
	74596											
Bank Charges - Other												
Bank Charges- Barbados												
<b>Total</b>		0.00	0.00			165,600.00						

**CERTIFICATION**

The undersigned authorized officer of the above-mentioned implementing institution hereby certifies that:

- The funding request shown above represents estimated expenditures as per AWP and itemized cost estimates attached.
- The actual expenditures for the period stated herein has been disbursed in accordance with the AWP and request with itemized cost estimates. The detailed accounting documents for these expenditures can be made available for examination, when required, for the period of five years from the date of the provision of funds.
- The advance and expenditure requested above were approved for processing.

Date Submitted: **7th January, 2019**

Name: **Paula Frederick Hunt**

NOTES: \* Shaded areas to be completed by the UN Agency and non-shaded areas to be completed by the counterpart.

**Permanent Secretary**  
 Office of the Governor General

**FOR AGENCY USE ONLY:**

**FOR ALL AGENCIES**

Approved by: \_\_\_\_\_  
 Signature \_\_\_\_\_  
 Name \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

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Account Charges  
 Cash Transfer Reference: \_\_\_\_\_  
 CRQ/ref. no., Voucher/ref. no. \_\_\_\_\_  
 GL codes:  
 Training \_\_\_\_\_  
 Travel \_\_\_\_\_  
 Meetings & Confer \_\_\_\_\_  
 Other Cash Transf \_\_\_\_\_  
 Total \_\_\_\_\_

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New Funding Release  
 Activity 1 \_\_\_\_\_ U  
 Activity 2 \_\_\_\_\_ 0  
 Total \_\_\_\_\_ 0



**Antigua Cross Cutting Capacity Development Project**  
**Itemised Cost Estimate 1st Quarter 2019**

**Quarter 1**

ITEMS	Jan	Feb	Mar	Total	Output	Budget Description
	EC\$	EC\$	EC\$	EC\$		
<b>Component 1</b>						
Payment for the M&E Consultant	6,500.00	6,500.00	6,500.00	19,500.00	1.1, 1.2, 1.5, 2.6	71800
Payment for the Project Assistant	3,000.00	3,000.00	3,000.00	9,000.00	1.1, 1.2	71800
Contractual services		13,500.00		13,500.00	1.1, 1.2, 2.5	71800
Travel for project team to and from Barbuda and in Antigua		1,250.00	1,250.00	2,500.00	1.1	71600
Project team meeting	2,000.00		2,000.00	4,000.00	1.1, 1.2, 1.5, 2.6	75700
Purchase of project materials		1,000.00	1,000.00	2,000.00	1.1, 1.5	72300
Purchase of Information Technology equipment		93,500.00	0.00	93,500.00	1.1, 1.2, 1.5, 1.4, 2.6	72800
<b>Total Component 1</b>	<b>11,500.00</b>	<b>118,750.00</b>	<b>13,750.00</b>	<b>144,000.00</b>		
<b>Component 2</b>						
Payment for Project Assistant responsible for communications & outreach	4,700.00	4,700.00	4,700.00	14,100.00	2.5, 2.6	71800
<b>Total Component 2</b>	<b>4,700.00</b>	<b>4,700.00</b>	<b>4,700.00</b>	<b>14,100.00</b>		
<b>Project Management</b>						
Payment for Project Coordinator	2,500.00	2,500.00	2,500.00	7,500.00	all	71800
<b>Total Project Management</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>7,500.00</b>		
<b>Total Component 1, 2 &amp; PM</b>	<b>18,700.00</b>	<b>125,950.00</b>	<b>20,950.00</b>	<b>165,600.00</b>		