

Consultative Committee on the Global Trust Fund

General conditions for the implementation of the Global Trust Fund

1. Donors shall deposit their contributions to the Global Trust Fund (GTF) in convertible currencies of unrestricted use to the bank account as provided by ITC to the Donor(s) separately.
2. Donors shall specify the Window to which these funds will be applied. Activities will be initiated only as and when funds are actually received; allotments will not exceed cash available.
3. Exchange gains and annual interest attributable to the contribution shall be transferred to the ITC Operating Reserve until such time the ITC Operating Reserve is maintained at the level of 15% of the annual estimated expenditures. The ITC Operating Reserve is used for bridge financing of technical cooperation activities and to meet final expenditures of trust fund activities, including liquidating liabilities. After the ITC Operating Reserve has reached the level of 15 %, any exchange gains and annual interest attributable to the contribution shall be retained in the GTF by ITC and used for technical cooperation activities¹. Upon request of a donor and as stated in the contribution agreement, exchange gains and annual interest attributable to the donor's contribution will not be transferred to the Operating Reserve.
4. The funds and the activities financed there from shall be administered by ITC in accordance with the applicable United Nations regulations and rules. Accordingly, personnel shall be engaged and administered; equipment, supplies and services purchased; and contracts entered into in accordance with the provisions of such regulations and rules.

¹ In accordance with the Financial Regulations and Rules of the United Nations, ITC is required to maintain a trust fund operating reserve. "This reserve is a sum set aside within the cash resources of the trust funds to cover delays in payment or non-receipt of pledged contributions and to meet final expenditures of trust fund activities, including liquidating liabilities. The trust fund operating reserve is calculated as a percentage of the estimated annual expenditures" (ST/SGB/188). ITC may use its operational reserve to advance part of the funds pledged but not yet received, so as not to delay implementation of activities and to optimise the use of resources. Under the terms of ST/AI/285, the applicable percentage is normally at the level of 15 per cent of the annual estimated expenditures, for multiple project technical cooperation trust funds.

5. All financial accounts and statements shall be expressed in United States dollars.

6. The GTF shall be charged with expenditures incurred in the implementation of approved activities.

7. The GTF will also be charged with thirteen percent (13%)² of all expenditures from the Fund for programme support services provided by ITC in the implementation of all activities financed from the Fund. ITC will provide programme support services in a cost-effective manner.

8. ITC will not make any commitments above the amounts specified for expenditures for the individual Window and/or Programme.

9. If unforeseen expenditures arise, ITC will submit a supplementary budget to the donors showing the further financing that will be necessary. If no such further financing is available, the assistance to the programme/project may be reduced or, if necessary be terminated. In no event will ITC assume any liability in excess of the funds provided in the GTF.

10. During the progress of activities, ownership of equipment, supplies and other property financed from the GTF shall vest in ITC. On the termination or expiration of the activities, the matter of ownership shall be determined in accordance with the provisions of the programme document. If not specified, ownership will be transferred to the beneficiary/beneficiaries of the projects/programme or written-off by ITC if the transfer is not cost-effective.

11. The GTF shall be subject exclusively to the internal and external auditing procedures laid down in the Financial Regulations and Rules of the United Nations.

12. ITC shall provide members of the Consultative Committee of the GTF with the following global financial statements and substantive reports prepared in accordance with the United Nations accounting and reporting procedures:

a. An annual financial statement showing income, expenditure and fund balance as of 31 December each year with respect to all funds provided to each Window.

b. A final financial statement within six months of the date of expiration or termination of Programme activities.

ITC is moving toward results based reporting.

13. On closure of the GTF, the funds will continue to be held by ITC until all commitments entered into by ITC have been satisfied from such funds; thereafter, any surplus remaining in the GTF shall be used for purpose determined by ITC in consultation with the Consultative Committee.

(Rev.1, November 2008)

² Rate as determined by the [UN General Assembly Resolution, A/35/217 of 17 December 1980](#).