Budgeting and Budgetary Control

Course Objectives
On completion of the course, participants should be able to:

- Describe Budgeting as a Planning and Control activity
- Differentiate between different types of budgets
- Understand different approaches to budgeting
- Identify the objectives of budgeting as a financial management tool.
- Apply the concept of internal control by the preparation and interpretation of budgets.
- Explain what is meant by Zero-based Budgeting
- Demonstrate the ability to prepare budgets from given data
- Understand the nature and purpose of budgetary control
- Address the contribution of the Budgeting management function to organizational success
- Provide tools for critical analysis of performance measurement and financial controls in organizations

Target Groups
- Internal audit staff
- HR Officers/ Payroll Officers
- Training Officers
- Accounting staff
- Financial managers
- Project managers/coordinators
- Financial Administrators
- Project officers
- Government Accountants

Course Outline
- Budgeting concepts and context issues
- Types of budgets
- Understanding the need for institutional finance budget
- The basic concepts of budget and budgeting
- Approaches to budgeting
- Budget procedures and budget administration
- Budgeting and management
- Resource Accounting and Control
- Budgeting and planning
- Budgeting and forecasting
• Financial Planning and Forecasting
• Budget Monitoring
• Budgetary controls
• Decentralized Financial management and cost centre development
• Responsibility accounting
• Treasury Management skills
• The basic concepts of budgetary control
• The process of budgetary control
• Budgeting and Financial controls
• Budgetary Analysis – Linking Performance to Plans
• Capital Budgeting models
• Cash flow analysis and management
• Breakeven analysis and expenditure controls
• Financial risk analysis
• Corporate fraud detection
• Corporate Governance in Financial management.
• Action Planning

Dates: 20th – 31st January 2020
Cost: US$3150/delegate
Duration: 2 weeks
Venue: Pretoria, RSA