



Institute for Capacity Development

Suite 3B, Third Floor, Capital Centre Building, Werner List Street, Windhoek, Namibia;
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Strategic Financial Management for NGOs

Course Objectives

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

- Understand the essential role of strategic financial management to organisational sustainability;
- Describe the components and application of a financing strategy;
- Assess the donor dependency and reserves base status of their organisations;
- Outline options for financing and managing core costs;
- Recommend possible steps for greater harmonization of donor accountability requirements.
- Describe the advantages and challenges of building reserve funds;
- Carry out a scenario planning and risk management exercise for their organisations;
- Describe how to achieve successful donor relationships;
- Outline ways to better integrate financial management into programme operations.

Target Groups

- Project accountants
- Financial managers
- Senior accountants
- NGO and CBO Coordinators
- Project managers and coordinators
- Government accountants
- Policy makers
- Partners

Course Outline

- General Management Principles and Skills
- An overview of financial management in NGOs
- Responsibility of financial management in NGOs
- Why financial management is important to NGOs
- Understanding strategic financial management
- The key features of financial sustainability
- Financial management as a shared responsibility
- Good practice in financial management.
- The responsibility of trustees
- The legal and moral obligations for good financial management.
- Achieving Good Practice in Financial Management
- Keeping accounts, Budgeting and Internal controls
- Aid Management and accountability Framework
- Financial monitoring and Cash flows management
- Working with donors and finance staff
- Strategic financial management
- Protecting an organisation against unexpected events and external risks
- Financial risk analysis

- Building a financing strategy – planning for financial sustainability
- Donor dependency versus diversification of funds
- The challenge of financing and managing core costs
- Building and managing reserves
- Planning for the unthinkable
- Managing donor relationships
- Integrating financial management into operational management
- Financial Management and Organisational Values
- Ethics and financial management
- Action Planning

Dates: 21st – 25th November 2011

Duration: 1Week

Course Costs: US\$2550/delegate

Venue: Windhoek, Namibia



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Application/Nomination Form

Organisation _____

Department _____

Email address _____

Postal address _____

Phone numbers _____

Course Title/ Code _____

Attendance Month/ Dates _____

| | Surname | First Name | Position | Email |
|------------|----------------|-------------------|-----------------|--------------|
| Delegate 1 | | | | |
| Delegate 2 | | | | |
| Delegate 3 | | | | |
| Delegate 4 | | | | |
| Delegate 5 | | | | |
| Delegate 6 | | | | |

Attach a separate list in cases where the delegates are more than six (Applications can also be submitted online or by email).

Expected Benefits from participation _____

Authorised Signature: _____ Position _____ Date: _____