

Finance for humanitarian projects: strategy and management

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PRÉSENTATION

This training course on strategic financial management aims to provide you with the essential knowledge, practices and tools to ensure an effective and efficient financial management of a humanitarian project and funding resources.

Our open training courses participants gave them an average score of 3.8/4 in 2020.

Discover our latest article on training the humanitarian actors in the Middle East. Sandra Perrot, Director of Operations, explains why it is so important for Bioforce to be present in Amman, Beirut and Erbil!

LES POINTS FORTS DE LA FORMATION

- Group work
- Case studies

EN SUIVANT CETTE FORMATION, VOUS OBTIENDREZ

- An HPass digital badge, a quality label recognised by the humanitarian community (subject to obtaining the average)
- A Bioforce attestation of competence (subject to obtaining the average)

SKILLS TO BE COVERED

By attending this open training course, you will ensure an effective strategic financial management of a humanitarian project. And more specifically, you will know how to:

- Discuss and compare the different funding mechanisms and approaches for fund acquisitions in a local context
- Build and monitor effective budgets according to donor requirements
- Use intermediate MS Excel functions applied to financial analysis
- Understand the requirements to drafting a donor financial report
- Apply key internal control procedures to prepare for a project financial audit

TRAINING COURSE PROGRAMME

Day 1: Financial Strategy – Key concepts for understanding funding sources and mechanisms

Day 2: Financial Planning – Humanitarian project budget drafting according to project requirements

Day 3: Financial Monitoring & Review – Build and analyse a budget spending

Day 4: Financial Reporting – Donor financial reporting

Day 5: Financial Evaluation – Internal control and audit preparation

PROFILE

The training course is designed for staff working in international and local non profit organisations, civil society organisations and

institutions, who are involved in project implementation or support services such as:

- non-financial staff who wish to improve their knowledge and skills in financial planning, monitoring and reporting
- support staff including junior to mid level financial personnel interested in developing their financial management skills

You are already familiar with the basic functions of Excel and wish to improve your skills in Excel applied to financial management.

Necessary material

Possess a laptop computer equipped with Excel software (minimum version 2007) and standard office tools (e.g. office pack)

APPLICATION

Step 1: Application

Make sure you have a CV (pdf format) close by before clicking on the « I apply » button on this page, then fill in the form. The deadline for application is set at two weeks before the beginning of the course. Given the limited number of places, we recommend that you apply as soon as possible. Within a maximum of 15 days after your application, you will receive an order form by e-mail to be completed and signed.

Step 2: pre-registration

Upon receipt of the completed and signed order form, your place is booked! All you have to do is pay the training fees (or send us your financing agreement if your training fees are covered by a public organisation), to confirm your registration. Our team will help you by providing you with information on the different payment methods.

Step 3: registration

Once we have received the payment of the training fees (or the financing agreement), you are registered! You will then receive a confirmation by e-mail, including all the practical details of the course (location, detailed schedule...). Enjoy your course!

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