

Humanitarian programme: managing finance & funding

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PRÉSENTATION

Obtain a diploma at your own pace

This skills-based training course is part of a larger diploma course named **Humanitarian Programme Manager (HPM)**: you will thus be joining a group of trainees attending this entire diploma course. If you are interested in this diploma but unable to attend this several-week-long training programme, please note that we offer the possibility to attend its 5 other modules at your own pace.

Depending on the evolution of the health context, this open training course may be delivered online through our e-learning platform.

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

LES POINTS FORTS DE LA FORMATION

- Group work
- Practical exercises
- 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 know:

- How to understand and apply appropriate approaches and tools to raise funds for humanitarian programmes and to manage financial resources accountably

TRAINING COURSE PROGRAMME

Donors context & funding cycle, choice of donor & essential elements of a proposal, how to approach a donor, and private donors

Financial management concepts and frameworks, financial planning essentials, field accounting essentials, financial reporting essentials, financial analysis and internal control essentials & Summary

Case study

Exam

PREREQUISITES

Profile

This training course is for you if you are already working or would like to work as a manager in the humanitarian sector.

Prerequisites

mandatory Bachelor's degree B.A. English language level required: B2 minimum (according to [European language levels - Self Assessment Grid](#))

APPLICATION

Step 1: Application

The deadline for applications is two weeks before the start of a training course. Given the limited number of places for each course, it is preferable to apply as early as possible. If you are receiving support, it is recommended that you apply no later than 3 weeks before the start of the course.

To apply by clicking on the "Register" button below, please have your CV in PDF format. You will then receive an order form to return to us. Your application will be studied once you have completed and returned this order form.

Step 2: Pre-registration

If your application meets the necessary prerequisites, you will receive a pre-registration email. In order to finalize your pre-registration, you will be asked to pay the full amount of the training fees within a given deadline.

If you benefit from a partial or total coverage of the training (by an OPCA or by your employer), the financing agreement will have to stipulate the amount covered by the organization.

Step 3: Registration

Once the payment of the training fees or the financing agreement of your OPCA is received, you will receive a final registration email, accompanied by a convocation with all the practical details relating to the training.

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