XCELERATE TRAINING INSTITUTE

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ACCOUNTING & FINANCE

Financial Management for NGOs and Donor-Funded Projects Training Course

Budgeting, Accounting, Controls and Reporting for Non-Profit Organisations

DURATION	LANGUAGE	FORMAT	COURSE CODE
5 days	**English or Arabic**	**Classroom / Online**	**FGM-106**

Upcoming dates

Dates	Venue	Format	Fee
25 – 29 Jan 2027	London	Classroom	**€4,800**
15 – 19 Mar 2027	Live online	Online (live)	**€1,200**
5 – 9 Apr 2027	Manama	Classroom	**€3,800**
12 – 16 Jul 2027	Paris	Classroom	**€4,800**
27 Sep – 1 Oct 2027	Live online	Online (live)	**€1,200**
18 – 22 Oct 2027	Singapore	Classroom	**€5,500**

Register or ask a question

Online: x8ti.com/course/financial-management-for-ngos-and-donor-funded-proje…

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Financial Management for NGOs and Donor-Funded Projects Training Course

Introduction

Donors expect non-profits to manage funds transparently and report accurately. Weak financial management can lead to disallowed costs, failed audits and lost funding.

This course covers practical financial management for NGOs and donor-funded projects: budgeting, fund accounting, cost allocation, internal controls, procurement compliance, financial reporting and audits.

Learning Objectives

By the end of this course, participants will be able to:

- Prepare project and organisational budgets
- Apply fund accounting and restricted fund principles
- Allocate shared and indirect costs correctly
- Design internal controls to prevent fraud and errors
- Prepare donor financial reports
- Prepare for audits and donor reviews

Training Methodology

This course combines short expert presentations with practical exercises, case studies from the Gulf and international organisations, group discussions and work with real templates and tools. Participants are encouraged to bring examples from their own work so that the learning can be applied immediately.

Participants build project budgets and donor reports using spreadsheet exercises.

Benefits for Your Organisation

- Compliance with donor financial rules
- Fewer disallowed costs and audit findings
- Greater donor confidence
- Better financial decisions

Benefits for You

- Practical non-profit finance skills
- Budget and reporting templates
- Understanding of donor requirements
- Confidence during audits

Who Should Attend

This course is designed for:

- Finance managers and accountants in NGOs

- Programme and project managers
- Grants and compliance officers
- Non-profit directors
- Auditors of non-profit organisations

Course Outline

Day 1: Non-Profit Finance Basics

- Characteristics of non-profit finance
- Restricted and unrestricted funds
- Financial governance
- Charts of accounts
- Financial policies

Day 2: Budgeting

- Project budget design
- Direct and indirect costs
- Cost allocation methods
- Budget monitoring and variance
- Budget revisions

Day 3: Controls and Compliance

- Internal control frameworks
- Fraud prevention
- Procurement rules for donor funds
- Asset management
- Cash and bank management

Day 4: Reporting

- Donor financial reports
- Financial statements for non-profits
- Reconciling project and accounting records
- Reporting to boards
- Common reporting errors

Day 5: Audits

- Preparing for audits
- Donor reviews and verifications
- Responding to findings
- Closing out projects
- Review and action plan

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Registration Form

Financial Management for NGOs and Donor-Funded Projects Training Course

Preferred dates: ..... Venue or online: .....

Duration: 5 days Language: .....

Please complete and email this form to us, or register online. We confirm your place and send the invoice within one working day.

Delegate information

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Official email: ..... Personal email: .....

Company information

Company name: .....

Address: .....

City / country: ..... VAT / tax number: .....

Person responsible for training & development

Full name (Mr / Ms / Dr / Eng): .....

Position: ..... Telephone / mobile: .....

Email: .....

Payment

☐ Please invoice me ☐ Please invoice my company

Signature: ..... Date: .....

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Email this form
info@x8ti.com

Register online
Open the course page