

# Sustainable Finance



Learning financial management skills to build capacity

The Sustainable Finance course is an 8-week online programme designed for managers and other staff who need to use financial skills in their work but are not trained accountants. They may be working internationally in NGOs, government, UN agencies or private sector.

The course comprises of 6 modules which can be taken individually or grouped together. Each module starts with the basics, and together they build a thorough working knowledge of financial management in international development organisations.

We use a mixture of interactive approaches. The online guided learning includes audio and video recordings with facilitator input, pair discussions (optional), group work (optional) and individual activities. Each module provides you with the practical skills not only to know how the numbers are calculated, but also how to use financial information and systems in decision-making.

## What you will learn

You will learn to use the techniques in your own organisation and with partners, and so see better decision-making and programme impact. Each module includes a range of tools and materials to use in your organisation's activities. When you complete 3 or more modules you will receive the book Building Financial Management Capacity for NGOs and Community Organisations, written by John Cammack.

## How the course works:

IMA International facilitators will guide and mentor your learning process, providing you with:

- Practical exercises and reflection activities
- 6 guided 90-minute group webinars
- Paired and peer group work
- Presentations and video inputs
- Written resources and links
- Relevant case studies
- User-friendly platform for accessing all materials, presentations, and resources, sharing with your peer group, and uploading your regular assignments to a dedicated portfolio
- Scheduled access to mentors
- Personalised mentoring session as 3-month follow up
- Opportunity to apply financial management tools in your workplace.

## Skills you will be able to apply after the course:

- Apply financial management within different settings using interactive case studies and examples
- Plan and monitor budgets, using financial information to make good decisions

- Manage the expectations of donors for project funding and financial reporting
- Build the financial capacity of your own and partner organisations

## Course content

### Module 1: Budgeting

Using budgets and cash flow to make the future more certain and sustainable.

### Module 2: Financial sustainability and resilience

Implementing strategic financial management by, for example, managing core costs and organisational savings, and building a financially resilient organisation.

### Module 3: Implementation of financial controls

Building an anti-fraud plan, identifying weaknesses, and implementing controls to make your organisation 'fit for funding'.

### Module 4: Audit reports and accounting statements

Recognising how audits help build financial resilience; identifying key figures from financial statements to provide a 'snapshot' of an organisation's health and to aid decision-making.

### Module 5: Communicating finance effectively

Creating effective internal and external financial communication to build relationships and achieve greater programme impact and sustainability.

### Module 6: Partners' financial capacity building

Building strong organisational capacity for your partners, by identifying systems and processes needed at different times, and confidently interacting with a partner about its finances.

**You are awarded a certificate after completing the course and fulfilling all course criteria.**

**How long:** This 8-week programme will take between 30-40 hours to complete, including: contact hours, self-study and reflection, peer work and pre and post course learning.

**Cost:** £1400

For the latest course dates and booking deadlines, please see our website or get in touch.

For help and advice with planning your tailored training or consultancy needs contact us to set up an online meeting with one of our team.



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