Financial Management for Humanitarian Projects

Lien vers la formation session available **From June 3 to July 2, 2027** application deadline : 31 May 2027
Fees 900€
Sign up

SESSION AVAILABLE **From October 14 to November 12, 2027** application deadline : 11 October 2027
FEES 900€

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About this training course

Take financial control of your humanitarian projects! Implementing a humanitarian project (whether an emergency or a development initiative) also means ensuring its financial stability: in this course, discover all the financial management tools and how to use them to design, manage and monitor a humanitarian project.
As a humanitarian professional, effective financial management is essential for the success of your projects. Our online training course '**Financial Management for Humanitarian Projects'** provides you with the essential tools to manage budgets, funding and financial reports rigorously and transparently. Master every financial aspect to enhance the impact of your work and ensure greater efficiency and sustainability for your projects.

Benefits of online courses
E-learning brings all Bioforce's educational resources to you remotely and at your own pace. On our online learning platform, group work, progress tests and self-study modules will structure your learning experience. Fun and interactive resources (quizzes, games, etc.) will help you test your knowledge. And you can always count on personalized support from the teaching team (only 5 per cent drop-out rate – 10 times lower than in a traditional MOOC!).

Strengths of the training course

- Group work
- Personalised support from the trainer
- Learn at your own pace

By attending this training, you will get

- 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 taking part in this training course, you will learn to identify and implement the financial tools best suited to your project, enabling you to manage its resources effectively.

More specifically, you will learn:

- Take part in the budget preparation process
- Use basic accounting tools and methods to manage project accounts in the field using single-entry bookkeeping.

- Ensure the security and availability of funds during a mission (cash management)
- Use tools and methods to ensure budgetary control and management of activities

PROFILE

This course is for you if:

- You are an administrator and wish to improve your financial management skills.
- You work in project management or logistics and need to deepen your understanding of the financial management tools used in humanitarian projects.
- You work in the humanitarian sector and wish to develop a career in administration and finance.

Necessary material

- A computer equipped with Excel (version 2007 or later)
- Have a computer equipped with standard office software (e.g. Office suite)
- Have a reliable, high-quality internet connection
- Have the necessary equipment for audio and video communication

Prerequisites: none

Bioforce training courses are accessible to people with disabilities: a designated contact person is responsible for welcoming, monitoring and supporting people with disabilities both before and during their training programme at Bioforce.

TRAINING COURSE PROGRAMME

- **Week 1** The financial management cycle of a project, and the identification of the main funding mechanisms in humanitarian sector
- **Week 2** Preparation and development of a funding plan and cash flow management; theoretical and methodological insights into the principles of single-entry bookkeeping
- **Week 3** Budget management: analysis of budget monitoring
- **Week 4** Budget management: preparation of a financial report and links to the principles of budgetary control and financial audit

APPLICATION

Step1: application
Click on the “Register” button at the bottom of this page, and complete the form. You will then receive an email (remember to check your Spam folder) giving you access to your Application Platform, where you can complete your application and pay your training fees (or download your training funding agreement). Get a video preview of your Application Platform
Please note:
• The application deadline is two weeks before the start of the course.
• Given the limited number of places available, we recommend that you apply as early as possible (particularly if you intend to benefit from financial support).

Step 2: registration
Once we have received payment of the training fees (or funding agreement), and subject to availability of places, you are registered! You will then receive confirmation by e-mail, including all the practical details of the training course (location, detailed schedule, etc.). Enjoy your training!

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