



THE UNITED REPUBLIC OF TANZANIA  
INSTITUTE OF ACCOUNTANCY ARUSHA



**SHORT COURSE ANNOUNCEMENT**  
**FINANCIAL MANAGEMENT FOR DONOR FUNDED PROJECTS – FAA 114**  
(15<sup>th</sup> – 26<sup>th</sup> April 2019 - IAA Arusha Campus, Arusha)

**1.0 BACKGROUND**

Financial management is paramount for projects in all stages of project management and for realization of intended projects objectives. It involves preparation of plans, preparation of reports as per the requirements of donors & applicable financial reporting framework such as International Public Sector Accounting Standards (IPSASs).

Auditors will be required to understand the practical aspects of what they are going to audit.

Through sound financial management and reporting system relevant and reliable information regarding the performance and position of an organisation and project is obtained and applied for effective decision making in order to ensure that projects are executed successfully and corrective actions are taken on a timely manner. This will enable timely completion of projects within the planned project budget and scope of deliverables.

In order to enable Accountants & Auditors, Projects Managers/Officers and Projects Monitoring & Evaluation Managers/Officers to carry out their work efficiently and effectively, the Institute of Accountancy Arusha has designed this course to make them understand the practical aspects of donor funded project management and financial management.

**2.0 COURSE OUTCOMES**

At the end of the course participants will be able:

- (a) To understand practical aspects of project management including the use of a software known as MS Projects;
- (b) To prepare operational plans and budgets based on the organizational strategic plan;
- (c) To be able to negotiate in project finance, to sequence project activities and sourcing of finance;
- (d) To be able to manage conflicts, time and stress in projects;
- (e) To understand aspects of project financial reporting and auditing; and
- (f) To understand audit implications of financial statements and reports based on the requirements of project donors and auditors' areas of interest regarding the reports.

**3.0 COURSE CONTENT**

The course will cover the following areas:

- (a) Overview of project lifecycle;
- (b) Preparation of annual operational plans based on the organizational strategic plan;
- (c) Preparation of annual budgets;
- (d) Negotiation in project finance, project sequencing and sourcing of finance;
- (e) Project and its Costs;
- (f) Disbursement for World Bank Clients;
- (g) Project risk management;
- (h) Conflict, time and stress management in projects; and
- (i) Project Financial Reporting & Auditing;

#### **4.0 TARGET PARTICIPANTS**

This short course is intended for Accountants & Auditors Projects Managers/Officers and Projects Monitoring & Evaluation Managers/Officers and any other interested persons/individuals.

#### **5.0 METHODOLOGY**

The short course outcomes will be achieved through lectures, discussions/sharing practical experiences and practical exercises/case studies.

#### **6.0 FEES & MODE OF PAYMENT**

The fee for the course is **TZS 1,600,000/=** (say **One Million Six Hundred Thousand only**) per participant cover for course materials, tea/coffee, and lunch. **A 10% discount will be offered to a sponsor sponsoring 5 participants or more.** Participants will have to arrange for their own travel, accommodation and upkeep while attending the courses in Arusha. Payment may be made in cash, cheques or banker draft or bank transfer or TISS directly paid to our **Bank Account No. 014103007130 NBC, Arusha Branch.**

#### **7.0 DATES & VENUE**

The course will be conducted from **15<sup>th</sup> to 26<sup>th</sup> April 2019** at the Institute of Accountancy Arusha, located at Njiro Hill-Arusha.

#### **8.0 CONTACT PERSONS**

For more details please don't hesitate to contact the following:

##### **Course Director**

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##### **Head of Department – Consultancy & Executive Development**

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##### **Course Administrator/Secretary**

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#### **APPLY TO:**

The Rector  
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#### **ARUSHA**

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