MARTABA DEVELOPMENT RESOURCE FOUNDATION

Executive Training Program on Financial Management and Accountability for NGOs and Government Agencies for Development Professionals

Introduction

Sound financial management and accountability lie at the heart of effective governance and sustainable development. For NGOs, donor agencies, and government institutions, managing funds transparently and demonstrating financial integrity are not only administrative necessities but also moral imperatives that build public and donor confidence.

In today's complex development ecosystem, professionals are expected to demonstrate a clear understanding of financial planning, control systems, compliance, and reporting standards that ensure value for money, minimize risks, and enhance institutional credibility.

This 5-Day Executive Training on Financial Management and Accountability for NGOs and Government Agencies, organized by Martaba Development Resource Foundation (MDRF), provides development and public sector professionals with the knowledge, tools, and best practices to design and manage robust financial systems. Participants will explore modern accounting principles, donor compliance frameworks, risk mitigation strategies, and financial reporting techniques essential for sustainable organizational performance.

The course combines practical exercises, case studies, and real-world insights drawn from international standards (IFRS, IPSAS, and donor policies such as USAID, EU, and World Bank). It is ideal for professionals who seek to strengthen transparency, accountability, and financial governance in their organizations.

This training is especially suited to professionals working within or aspiring to work within the development sector, research organizations, public institutions, and donor-funded projects, where efficient financial management and accountability are critical to success.

Course Objectives

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

i. Understand the principles and practices of financial management and accountability in development organizations.
ii. Develop and manage institutional budgets aligned with strategic priorities and donor requirements.
iii. Strengthen internal control systems and risk management frameworks.
iv. Apply international financial reporting standards (IFRS/IPSAS) and donor-specific financial compliance tools.
v. Analyze and interpret financial statements for informed decision-making.
vi. Establish mechanisms for transparent financial reporting and audit readiness.
vii. Promote financial integrity and accountability as core organizational values

Who Should Attend?

This training program is ideal for:

i. Finance officers, accountants, and internal auditors working with NGOs, INGOs, or donor-funded programs.
ii. Public sector finance managers, procurement officers, and budget officers in ministries, departments, and agencies (MDAs).
iii. Project managers, grants managers, and M&E specialists involved in financial reporting and resource management.
iv. Executive directors and programme heads seeking to strengthen governance and fiduciary oversight.
v. Researchers, consultants, and development practitioners working on governance, accountability, and transparency initiatives.
vi. Academics and postgraduate students in public finance, development management, or economics.

Course Content

1: Foundations of Financial Management and Accountability

i. Overview of Financial Management in NGOs and Public Institutions
ii. The Role of Accountability and Transparency in Development Finance
iii. Financial Governance and Institutional Frameworks
iv. Key Global Financial Management Standards (IFRS, IPSAS, GAAP)
v. **Case Study:** How Weak Financial Controls Affect Development Outcomes

Value Proposition: Gain a solid understanding of financial management principles and accountability frameworks that safeguard organizational resources and reputation.

2: Budgeting, Planning, and Financial Control

i. Principles and Processes of Budgeting
ii. Preparing and Managing Donor-Driven Budgets
iii. Variance Analysis and Financial Forecasting
iv. Cost Control, Cash Flow, and Expenditure Tracking
v. **Practical Session:** Developing a Project Budget Template

Value Proposition: Learn how to plan, manage, and track budgets efficiently to ensure optimal use of resources and compliance with funding agreements.

3: Internal Control Systems and Risk Management

i. Designing and Implementing Internal Control Systems
ii. Identifying and Mitigating Financial Risks
iii. Procurement and Asset Management Controls
iv. Fraud Prevention and Ethical Financial Practices
v. **Simulation Exercise:** Building an Internal Control Matrix

Value Proposition: Develop practical mechanisms to detect, prevent, and manage financial risks that could undermine institutional performance.

4: Donor Compliance, Reporting, and Audit Preparedness

i. Understanding Donor Financial Guidelines (USAID, EU, World Bank, DFID, UNDP)
ii. Grant Management and Financial Documentation Requirements
iii. Financial Reporting and Audit Readiness
iv. Communicating Financial Performance to Donors and Boards
v. **Case Study:** Audit Findings and Lessons from Donor Projects

Value Proposition: Master compliance and reporting skills that build donor confidence and enhance your institution's credibility in funding partnerships.

5: Financial Analysis, Performance, and Accountability Culture

i. Reading and Interpreting Financial Statements
ii. Key Financial Ratios and Performance Indicators
iii. Building a Culture of Accountability and Ethical Financial Conduct
iv. Integrating Financial Management into Organizational Strategy
v. **Group Workshop:** Designing an Accountability Improvement Plan

vi. Certification and Closing Ceremony

Value Proposition: Learn how to evaluate financial performance, drive accountability, and embed transparency as a core organizational culture.

Methodology
The instructor-led training courses are delivered using a blended learning approach and comprise presentations, guided sessions of practical exercise, web-based tutorials and group work. Our facilitators are seasoned industry experts with years of experience, working as professionals and trainers in these fields.
Date and Duration of Training

- 5 Full Days Specifically, **15th – 19th June 2026**.
- Location: Jimeta, Yola – Adamwa State
- Delivery format: **Residential** (with accommodation), or **non-residential** (without accommodation).

Course Participation Fee per person: NGN300,000.00 (***Early Bird Discount:*** **NGN250,000.00** valid until 15th May 2026)
Fee Covers: Training materials, resource pack, certificate of participation, tea breaks, and lunch throughout the training duration.

All payments are to be made to the following account using full name and course title as purpose of the payment:
Account Name: Martaba Development Resource Foundation
Account Number: 1313510880
Bank Name: Zenith Bank
Note: Accommodation can be arranged for interested participants at a negotiated price.

Unique Value Proposition

i. **Comprehensive and Practical Learning:** Gain hands-on experience in budgeting, donor compliance, risk management, and audit preparation through real-world simulations and case studies.
ii. **Global Best Practices with Local Relevance:** The training aligns with international financial standards while addressing Nigeria's and Africa's institutional realities.
iii. **Delivered by Financial and Development Experts:** Facilitated by seasoned finance, audit, and governance professionals with decades of experience across NGO and public sector systems.
iv. **Networking and Peer Exchange:** Build connections with professionals across finance, development, and government sectors to share challenges, tools, and success stories.
v. **Institutional Transformation:** Strengthen your organization's capacity to ensure transparency, accountability, and effective resource utilization.

vi. **Recognized Certification:** Participants will receive a **Certificate of Participation from the Modibbo Adama University (MAU), Yola** to strengthen their professional profile.

This training is positioned as a transformational executive program that equips participants with relevant skills for Strengthening Transparency, Efficiency, and Trust in Development Finance.

For registration, partnership, or sponsorship opportunities, please contact:
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