aractech
Global Learning for Operational Leaders



ACCOUNTING AND FINANCE | AF-070

Grant and Donor Fund Financial Management

Contact

+31 85 7444446
info@aractech.com
https://aractech.com

Address

Waarderweg 50, 2031 BP Haarlem - Netherlands.

aractech
Global Learning for Operational Leaders

Course content

Why Attend

Non-profit organisations, research institutions and public bodies that receive grants must manage funds according to detailed donor rules. Ineligible costs, weak documentation, poor budget tracking or late reports can lead to disallowed expenditure, repayment demands and lost future funding.

This Grant and Donor Fund Financial Management training course gives participants the knowledge and tools to manage restricted funds with confidence across the full grant lifecycle. Participants learn how to prepare realistic grant budgets, set up fund accounting, apply cost eligibility and allocation rules, monitor spending against budgets and prepare accurate financial reports for donors.

Course Methodology

• The course combines practical explanation with budgeting exercises, cost eligibility tests, reporting simulations and case studies of audit findings in donor-funded projects. Participants work with sample grant agreements and financial data to build skills that transfer directly to their own funding portfolios.

Course Objectives

• Explain the financial obligations attached to grants and restricted funds

• Prepare grant budgets with clear cost categories, assumptions and cost recovery

• Set up fund accounting and coding structures to track multiple grants

• Apply eligibility, allowability and allocation rules to project costs

• Monitor budget versus actual spending and manage budget revisions

• Prepare accurate and timely donor financial reports

Target Audience

• Finance managers and accountants in non-profit organisations

• Grant and programme managers

• Research finance and grants office staff

Global Learning for Operational Leaders

Course content

- Public sector officers managing donor-funded projects

+31 85 7444446
info@aractech.com
Waarderweg 50, 2031 BP Haarlem - Netherlands.

aractech
Global Learning for Operational Leaders

Course outline

Detailed course outline

Day-by-day outline for Grant and Donor Fund Financial Management.

Day 1 - The Grant Lifecycle and Donor Requirements

- 09:00-09:34 | Types of Funding: Grants, cooperative agreements, contracts and restricted donations
- 09:34-10:08 | The Grant Lifecycle: Proposal, award, implementation, reporting and closure
- 10:08-10:42 | Reading the Grant Agreement: Financial clauses that matter most
- 10:42-11:00 | Donor Expectations: Accountability, transparency and value for money
- 11:00-11:30 | Coffee break
- 11:30-11:46 | Donor Expectations: Accountability, transparency and value for money (continued)
- 11:46-12:20 | Roles and Responsibilities: Finance, programme and leadership teams
- 12:20-12:53 | Common Compliance Failures and Their Consequences
- 12:53-14:00 | Case Study: Reviewing the financial terms of a multi-year grant

Day 2 - Grant Budgeting and Cost Recovery

- 09:00-09:30 | Budget Structures: Personnel, activities, equipment, travel and indirect costs
- 09:30-10:30 | Building Budget Assumptions: Unit costs, quantities and inflation
- 10:30-11:00 | Indirect Cost Recovery: Rates, allocations and full cost recovery
- 11:00-11:30 | Coffee break
- 11:30-12:00 | Cost Sharing and Match Funding: Documentation requirements
- 12:00-12:30 | Budget Narratives: Justifying costs clearly
- 12:30-13:00 | Multi-Currency Budgets: Exchange rate risk and contingencies
- 13:00-14:00 | Practical Exercise: Preparing a grant budget and narrative

aractech
Global Learning for Operational Leaders

Course outline

Detailed course outline

Day-by-day outline for Grant and Donor Fund Financial Management.

Day 3 - Fund Accounting and Cost Management

- 09:00-09:34 | Fund Accounting Principles: Tracking restricted and unrestricted funds
- 09:34-10:08 | Chart of Accounts and Coding: Grant, activity and location dimensions
- 10:08-10:42 | Cost Eligibility: Allowable, reasonable and allocable costs
- 10:42-11:00 | Staff Time Allocation: Timesheets and payroll charging
- 11:00-11:30 | Coffee break
- 11:30-11:46 | Staff Time Allocation: Timesheets and payroll charging (continued)
- 11:46-12:20 | Shared Cost Allocation: Fair and documented methods
- 12:20-12:53 | Procurement Under Donor Rules: Thresholds and documentation
- 12:53-14:00 | Workshop: Testing a sample of expenses for eligibility

Day 4 - Monitoring and Reporting

- 09:00-09:34 | Budget Monitoring: Burn rates, variance analysis and forecasts
- 09:34-10:08 | Budget Revisions and Donor Approvals: When they are required
- 10:08-10:42 | Preparing Financial Reports: Accuracy, reconciliation and narrative explanations
- 10:42-11:00 | Linking Financial and Programme Reporting: Consistency of results
- 11:00-11:30 | Coffee break
- 11:30-11:46 | Linking Financial and Programme Reporting: Consistency of results (continued)
- 11:46-12:20 | Cash Advances, Liquidations and Exchange Gains
- 12:20-12:53 | Grant Closeout: Final reports, asset disposal and record retention
- 12:53-14:00 | Practical Exercise: Preparing a quarterly donor financial report

aractech
Global Learning for Operational Leaders

Course outline

Detailed course outline

Day-by-day outline for Grant and Donor Fund Financial Management.

Day 5 - Partners, Audit and Controls

- 09:00-09:30 | Sub-Grant Management: Pre-award assessment, agreements and monitoring
- 09:30-10:30 | Partner Capacity Building: Supporting weaker financial systems
- 10:30-11:00 | Internal Controls for Grants: Authorisation, segregation and documentation
- 11:00-11:30 | Coffee break
- 11:30-12:00 | Fraud and Corruption Risks: Prevention, detection and reporting
- 12:00-12:30 | Donor Audits and Verifications: Preparation and response to findings
- 12:30-13:30 | Building a Grant Management Manual: Policies and procedures
- 13:30-14:00 | Action Plan: Strengthening grant financial management

aractech
Global Learning for Operational Leaders

Seminar dates

Available seminar dates

Live dates and pricing for Grant and Donor Fund Financial Management generated from the course details page.

Date	Location	Format	Fee
21 - 25 December 2026	London	Classroom	**€2,915**
7 - 11 December 2026	Barcelona	Classroom	**€2,275**
14 - 18 December 2026	Frankfurt	Classroom	**€2,175**
4 - 8 January 2027	London	Classroom	**€2,915**
11 - 15 January 2027	Barcelona	Classroom	**€2,275**
18 - 22 January 2027	Frankfurt	Classroom	**€2,175**
25 - 29 January 2027	Dubai	Classroom	**€2,845**
8 - 12 February 2027	London	Classroom	**€2,915**
15 - 19 February 2027	Barcelona	Classroom	**€2,275**
22 - 26 February 2027	Frankfurt	Classroom	**€2,175**

aractech
Global Learning for Operational Leaders

Seminar dates

Available seminar dates

Live dates and pricing for Grant and Donor Fund Financial Management generated from the course details page.

Date	Location	Format	Fee
1 - 5 February 2027	Geneva	Classroom	**€3,315**
15 - 19 March 2027	London	Classroom	**€2,915**
22 - 26 March 2027	Barcelona	Classroom	**€2,275**
1 - 5 March 2027	Frankfurt	Classroom	**€2,175**
8 - 12 March 2027	Istanbul	Classroom	**€2,825**
26 - 30 April 2027	London	Classroom	**€2,915**
5 - 9 April 2027	Barcelona	Classroom	**€2,275**
12 - 16 April 2027	Frankfurt	Classroom	**€2,175**
19 - 23 April 2027	Kuala lumpur	Classroom	**€2,425**
3 - 7 May 2027	London	Classroom	**€2,915**

aractech
Global Learning for Operational Leaders

Seminar dates

Available seminar dates

Live dates and pricing for Grant and Donor Fund Financial Management generated from the course details page.

Date	Location	Format	Fee
10 - 14 May 2027	Barcelona	Classroom	**€2,275**
17 - 21 May 2027	Frankfurt	Classroom	**€2,175**
24 - 28 May 2027	Madrid	Classroom	**€3,400**
21 - 25 June 2027	London	Classroom	**€2,915**
7 - 11 June 2027	Barcelona	Classroom	**€2,275**
14 - 18 June 2027	Frankfurt	Classroom	**€2,175**
19 - 23 July 2027	London	Classroom	**€2,915**
26 - 30 July 2027	Barcelona	Classroom	**€2,275**
5 - 9 July 2027	Frankfurt	Classroom	**€2,175**
12 - 16 July 2027	Paris	Classroom	**€2,810**

aractech
Global Learning for Operational Leaders

Seminar dates

Available seminar dates

Live dates and pricing for Grant and Donor Fund Financial Management generated from the course details page.

Date	Location	Format	Fee
23 - 27 August 2027	London	Classroom	**€2,915**
2 - 6 August 2027	Barcelona	Classroom	**€2,275**
9 - 13 August 2027	Frankfurt	Classroom	**€2,175**
16 - 20 August 2027	Rome	Classroom	**€2,830**
20 - 24 September 2027	London	Classroom	**€2,915**
6 - 10 September 2027	Barcelona	Classroom	**€2,275**
13 - 17 September 2027	Frankfurt	Classroom	**€2,175**
11 - 15 October 2027	London	Classroom	**€2,915**
18 - 22 October 2027	Barcelona	Classroom	**€2,275**
25 - 29 October 2027	Frankfurt	Classroom	**€2,175**

aractech
Global Learning for Operational Leaders

Seminar dates

Available seminar dates

Live dates and pricing for Grant and Donor Fund Financial Management generated from the course details page.

Date	Location	Format	Fee
4 - 8 October 2027	Amsterdam	Classroom	**€3,215**
15 - 19 November 2027	London	Classroom	**€2,915**
22 - 26 November 2027	Barcelona	Classroom	**€2,275**
1 - 5 November 2027	Frankfurt	Classroom	**€2,175**
8 - 12 November 2027	Cape Town	Classroom	**€1,825**
27 - 31 December 2027	London	Classroom	**€2,915**
6 - 10 December 2027	Barcelona	Classroom	**€2,275**
13 - 17 December 2027	Frankfurt	Classroom	**€2,175**
20 - 24 December 2027	Dubai	Classroom	**€2,845**
21 - 25 December 2026	Online / Live	Online / Live	**€1,625**

aractech
Global Learning for Operational Leaders



Seminar dates

Available seminar dates

Live dates and pricing for Grant and Donor Fund Financial Management generated from the course details page.

Date	Location	Format	Fee
7 - 11 December 2026	Online / Live	Online / Live	**€1,625**
14 - 18 December 2026	Online / Live	Online / Live	**€1,625**
4 - 8 January 2027	Online / Live	Online / Live	**€1,625**
11 - 15 January 2027	Online / Live	Online / Live	**€1,625**
18 - 22 January 2027	Online / Live	Online / Live	**€1,625**
25 - 29 January 2027	Online / Live	Online / Live	**€1,625**
8 - 12 February 2027	Online / Live	Online / Live	**€1,625**
15 - 19 February 2027	Online / Live	Online / Live	**€1,625**
22 - 26 February 2027	Online / Live	Online / Live	**€1,625**
1 - 5 February 2027	Online / Live	Online / Live	**€1,625**

aractech
Global Learning for Operational Leaders



Seminar dates

Available seminar dates

Live dates and pricing for Grant and Donor Fund Financial Management generated from the course details page.

Date	Location	Format	Fee
15 - 19 March 2027	Online / Live	Online / Live	**€1,625**
22 - 26 March 2027	Online / Live	Online / Live	**€1,625**
1 - 5 March 2027	Online / Live	Online / Live	**€1,625**
8 - 12 March 2027	Online / Live	Online / Live	**€1,625**
26 - 30 April 2027	Online / Live	Online / Live	**€1,625**
5 - 9 April 2027	Online / Live	Online / Live	**€1,625**
12 - 16 April 2027	Online / Live	Online / Live	**€1,625**
19 - 23 April 2027	Online / Live	Online / Live	**€1,625**
3 - 7 May 2027	Online / Live	Online / Live	**€1,625**
10 - 14 May 2027	Online / Live	Online / Live	**€1,625**

aractech
Global Learning for Operational Leaders

Seminar dates

Available seminar dates

Live dates and pricing for Grant and Donor Fund Financial Management generated from the course details page.

Date	Location	Format	Fee
17 - 21 May 2027	Online / Live	Online / Live	**€1,625**
24 - 28 May 2027	Online / Live	Online / Live	**€1,625**
21 - 25 June 2027	Online / Live	Online / Live	**€1,625**
7 - 11 June 2027	Online / Live	Online / Live	**€1,625**
14 - 18 June 2027	Online / Live	Online / Live	**€1,625**
19 - 23 July 2027	Online / Live	Online / Live	**€1,625**
26 - 30 July 2027	Online / Live	Online / Live	**€1,625**
5 - 9 July 2027	Online / Live	Online / Live	**€1,625**
12 - 16 July 2027	Online / Live	Online / Live	**€1,625**
23 - 27 August 2027	Online / Live	Online / Live	**€1,625**

aractech
Global Learning for Operational Leaders

Seminar dates

Available seminar dates

Live dates and pricing for Grant and Donor Fund Financial Management generated from the course details page.

Date	Location	Format	Fee
2 - 6 August 2027	Online / Live	Online / Live	**€1,625**
9 - 13 August 2027	Online / Live	Online / Live	**€1,625**
16 - 20 August 2027	Online / Live	Online / Live	**€1,625**
20 - 24 September 2027	Online / Live	Online / Live	**€1,625**
6 - 10 September 2027	Online / Live	Online / Live	**€1,625**
13 - 17 September 2027	Online / Live	Online / Live	**€1,625**
11 - 15 October 2027	Online / Live	Online / Live	**€1,625**
18 - 22 October 2027	Online / Live	Online / Live	**€1,625**
25 - 29 October 2027	Online / Live	Online / Live	**€1,625**
4 - 8 October 2027	Online / Live	Online / Live	**€1,625**

aractech
Global Learning for Operational Leaders

Seminar dates

Available seminar dates

Live dates and pricing for Grant and Donor Fund Financial Management generated from the course details page.

Date	Location	Format	Fee
15 - 19 November 2027	Online / Live	Online / Live	**€1,625**
22 - 26 November 2027	Online / Live	Online / Live	**€1,625**
1 - 5 November 2027	Online / Live	Online / Live	**€1,625**
8 - 12 November 2027	Online / Live	Online / Live	**€1,625**
27 - 31 December 2027	Online / Live	Online / Live	**€1,625**
6 - 10 December 2027	Online / Live	Online / Live	**€1,625**
13 - 17 December 2027	Online / Live	Online / Live	**€1,625**
20 - 24 December 2027	Online / Live	Online / Live	**€1,625**