



3-Day Residential Program for NPO: *Finance Management, Budgetary Control & Taxation*



21-23 May, 2024

Inputs + Workshop + Self Introspection + Peer learning + Expert Guidance (24 hours)

Managing Finance and Accounts is a continuous process!! Non Profit Organizations constantly participate in capacity building as it gives an opportunity to up skill and update on all aspects of financial management and accounting procedures. Changes, in specific to policies such as taxation, income tax, FCRA; and internal aspects such as staff, organization policies, mandate; both together demand periodic interventions through trainings to enhance the efficiency and effectiveness of all functions and departments of the organization. Having a systematic procedure, policies, compliances, standards and guidelines are the enablers to enhance the credibility quotient of an organization. The resources flowing into an organization through multiple local and foreign sources need to fulfill the mandate of the organization where in the department of accounts and finance fit into the Accountability framework as an important stake. Who governs the whole process matters!!

The objective of this workshop is to:

- Build the staff capacity on the aspects of financial management, budget, taxation and so forth
- Sensitize the staff on their role in the overall governance of the organization
- Have an update on the legal and donor reporting standards
- Up skill oneself on the planning, controlling, and monitoring of the finances

This workshop will address the following aspects: (from work examples)

- The legal framework of NPOs (Trust/Society/Company) and financial management
- The fundamental guidelines for accounting and financial management
- Accountability as a pillar of governance with practical checklist
- Project based accounting, budgeting, control, financial hygiene
- Documentation and reporting for multiple stakeholders: national, international
- Compliances and learning: FCRA, IT, GST
- Checklist for financial management
- Types of Audit Report
- Contents in the audit Report
- Audit Report in form 10B & 10BB of charitable and religious organizations

Who this workshop is for:

- Finance professionals working in nonprofit, civil society and community-based organizations.
- Heads of Institutions who are non-finance executives but have to be updated on finance.
- NGO accountants, auditors and others who are interested in NGO finance management.

Workshop methodology:

The workshop is filled with presentations, case examples, discussions, clarification from one's own practical work, technical inputs and practical tips. Where ever possible thematic interventions of the NPOs will be taken for discussions to provide insights. Participants will also receive the presentation and links as reference material.

Lead Facilitator:

C.A. VITTAL RAO LOKARE is a Fellow Member of the **ICAI**, practicing in Bangalore. During these 3 decades, as an Auditor for a variety of organisations from religious, charitable, national and international resource agencies has offered financial consultancy services. He brings experiences from Bangladesh, Nepal, Philippines and Sri Lanka for European Donors apart from India. He has been a lead resource person for several trainings, seminars and discussions on financial management, FCRA, taxation and statutory requirements. He has been leading most of the trainings on the above themes at KKID.

Register here online to reserve your seat: <https://forms.gle/S4a7KvGgBppsDU547>

For more details kindly visit www.kkfindia.com or write to trainings.desk1@kkid.org or call 9047698422.

Looking forward to learn and unlearn with you!

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