

AGENDA FOR BfdW FINANCIAL MANAGEMENT AND COMPLIANCE WORKSHOP

	DAY 1	DAY 2	DAY 3
8:30	Arrival of participants	Recap day 1	Recap day 2
9:00	<ul style="list-style-type: none"> • Welcome ➤ <i>Introduction of participants</i> ➤ <i>Expectations</i> • Workshop Logistics • Brief INTRODUCTION TO BFDW / FINANCING BACKGROUND + PROJECT CYCLE (logic of Workshop) 	<ul style="list-style-type: none"> • Introduction to CASH FLOW PLANNING + Presentation of CASH FLOW PLANNING TOOL • <i>Case study</i> on cash flow planning (group work) <ul style="list-style-type: none"> ○ Presentation of results ○ Discussion 	<ul style="list-style-type: none"> • Introduction to FINANCIAL REPORT ➤ <i>Case study</i>: Financial report (group work) <ul style="list-style-type: none"> ○ Presentation of group work (financial report) + discussion
10:30	Tea / coffee break	Tea / coffee break	Tea / coffee break
11:00	<ul style="list-style-type: none"> • Introduction to BUDGETS & BUDGETING: Presentation, reflection and exchange ➤ <i>Case study</i> on Activity based budgeting (group work) 	<ul style="list-style-type: none"> ➤ <i>Case study</i> ctd. first FUND REQUEST (1) (group work) <ul style="list-style-type: none"> ○ Presentation of results ○ Discussion 	<ul style="list-style-type: none"> • VARIATION OF EXCHANGE RATE and its consequences for the project implementation + Presentation of the € MONITORING TOOL and its application ➤ <i>Exercise</i> <ul style="list-style-type: none"> ○ Presentation of results + discussion
12:30	Lunch	Lunch	Lunch
13:30	<ul style="list-style-type: none"> ➤ <i>Case study</i> on Activity based budgeting (group work) – ctd. <ul style="list-style-type: none"> ○ Presentation of results ○ Discussion 	<ul style="list-style-type: none"> • Introduction to BUDGET MONITORING ➤ <i>Case study</i> on Budget Monitoring <ul style="list-style-type: none"> ○ Analysis of example (group work) ○ Discussion 	<p>PO & <u>AUDITORS</u>:</p> <ul style="list-style-type: none"> • Introduction to NEW AUDIT AGREEMENT ➤ <i>exercise</i> (group work) <ul style="list-style-type: none"> ○ Presentation of results + Discussion
15:00	Tea / coffee break	Tea / coffee break	Tea / coffee break
15:30	<ul style="list-style-type: none"> ➤ COOPERATION AGREEMENT <i>exercise</i> (group work) <ul style="list-style-type: none"> ○ Presentation of results + Discussion 	<ul style="list-style-type: none"> ➤ <i>Case study</i> on FUND REQUEST (2) <ul style="list-style-type: none"> ○ Presentation of results ○ Discussion 	<p>PO & <u>AUDITORS</u>:</p> <ul style="list-style-type: none"> ○ Presentation of results + Discussion ctd. ➤ <i>Open Issues</i> ➤ <i>Workshop evaluation / Lessons learnt</i>
17:00			