Datastat Research
Building Capacity in Training and Research

# DATASTAT TRAINING IN

OFFICIAL COURSE PROSPECTUS

Center for Advanced Research & Professional Development

Nairobi Training Center • Global Virtual Academy • Corporate On-Site

ACCOUNTING AND FINANCE

# Advanced Grant Budgeting, Monitoring and Financial Reporting Training Course

Comprehensive Course Syllabus, Practical Modules & Upcoming Schedules

## PROGRAM SPECIFICATIONS & HIGHLIGHTS

**DURATION**
**5 Days Practical Hands-on**

**DELIVERY MODES**
**In-Person Class & Live Virtual**

**CERTIFICATION**
**Accredited Certificate of Completion**

**INTAKES / DATES**
**Multiple Cohort Schedules Included**

PREPARED FOR:

**Valued Participant**

Email: training@datastatresearch.org | Issued: November 24, 2026

**Academic & Professional Training Year: 2026**


**DATASTAT TRAINING INSTITUTE**

P.O. Box 102802-00101, Nairobi, Kenya

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**www.datastatresearch.org**

# Advanced Grant Budgeting, Monitoring and Financial Reporting Training Course

**Accounting and Finance • 5 Days Intensive • Accredited Certification**

## Course Overview

Advanced Grant Budgeting, Monitoring and Financial Reporting Training Course equips participants with practical skills and strategic knowledge to manage donor-funded projects, strengthen financial accountability, and improve grant management performance.

### Key Skills & Software Tools Covered

MS Word • Microsoft Excel • QuickBooks Online • and SAP S/4HANA Finance

## Upcoming Training Schedules

Confirmed cohort intakes and venues. Both physical in-person classroom and live virtual online seats are available.

| TRAINING DATES | LOCATION / VENUE | FORMAT / DURATION | INVESTMENT (FEE) |
|---|---|---|---|
| **30 Nov 2026 – 4 Dec 2026** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **7 Dec 2026 – 11 Dec 2026** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **14 Dec 2026 – 18 Dec 2026** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **21 Dec 2026 – 25 Dec 2026** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **28 Dec 2026 – 1 Jan 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **4 Jan 2027 – 8 Jan 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **11 Jan 2027 – 15 Jan 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **18 Jan 2027 – 22 Jan 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **25 Jan 2027 – 29 Jan 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **1 Feb 2027 – 5 Feb 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **8 Feb 2027 – 12 Feb 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **15 Feb 2027 – 19 Feb 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **22 Feb 2027 – 26 Feb 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **1 Mar 2027 – 5 Mar 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **8 Mar 2027 – 12 Mar 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **15 Mar 2027 – 19 Mar 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **22 Mar 2027 – 26 Mar 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **29 Mar 2027 – 2 Apr 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **5 Apr 2027 – 9 Apr 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **12 Apr 2027 – 16 Apr 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **19 Apr 2027 – 23 Apr 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **26 Apr 2027 – 30 Apr 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |

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|---|---|---|---|
| **3 May 2027 – 7 May 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **10 May 2027 – 14 May 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **17 May 2027 – 21 May 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **24 May 2027 – 28 May 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **31 May 2027 – 4 Jun 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **7 Jun 2027 – 11 Jun 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **14 Jun 2027 – 18 Jun 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
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| **28 Jun 2027 – 2 Jul 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **5 Jul 2027 – 9 Jul 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
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| **26 Jul 2027 – 30 Jul 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **2 Aug 2027 – 6 Aug 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **9 Aug 2027 – 13 Aug 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **16 Aug 2027 – 20 Aug 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **23 Aug 2027 – 27 Aug 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **30 Aug 2027 – 3 Sep 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **6 Sep 2027 – 10 Sep 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **13 Sep 2027 – 17 Sep 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **20 Sep 2027 – 24 Sep 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **27 Sep 2027 – 1 Oct 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **4 Oct 2027 – 8 Oct 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
| **11 Oct 2027 – 15 Oct 2027** | Nairobi | Classroom / 5d | **$1,500 USD / KES 110,000** |
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* Corporate discounts and customized cohort scheduling are available for teams of 3 or more participants.

## Course Curriculum & Modules

**Advanced Grant Budgeting, Monitoring and Financial Reporting Training Course**

**Introduction**

**Advanced Grant Budgeting, Monitoring and Financial Reporting Training Course equips participants with practical skills and strategic knowledge to manage donor-funded projects, strengthen financial accountability, and improve grant management performance. The course focuses on advanced grant budgeting, donor compliance, financial planning, budget forecasting, expenditure tracking, financial controls, and resource allocation. Participants explore modern financial management practices, results-based budgeting, grant expenditure analysis, and financial risk management to ensure that project resources are utilised efficiently and transparently.**

**The training also examines financial reporting standards, grant monitoring frameworks, audit readiness, and donor-specific financial requirements. Through practical exercises and international case studies, participants develop competencies in budget variance analysis, financial performance monitoring, financial reconciliation, and preparation of accurate donor financial reports. The programme strengthens organisational capacity to achieve value for money, improve financial sustainability, minimise financial irregularities, and demonstrate measurable project impact.**

### Course Objectives

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

- Develop advanced grant budgets aligned with donor requirements and project objectives.
- Apply results-based budgeting and strategic financial planning.
- Strengthen grant financial management and donor compliance.
- Implement effective budget monitoring and expenditure tracking systems.
- Conduct budget variance analysis and financial forecasting.
- Prepare accurate donor financial reports and financial statements.
- Apply financial risk assessment and internal control frameworks.
- Improve grant expenditure management and resource allocation.
- Strengthen financial accountability, transparency and governance.
- Conduct grant financial reconciliation and audit preparation.
- Utilise digital financial management and reporting tools.
- Evaluate project financial performance using key performance indicators.
- Implement financial sustainability and value-for-money strategies.

Organizational Benefits

- Improved grant financial accountability and transparency.
- Stronger donor compliance and reporting accuracy.
- Reduced financial mismanagement and operational risks.
- Enhanced budget forecasting and expenditure control.
- Improved resource allocation and cost efficiency.
- Increased organisational credibility with funding partners.
- Stronger internal controls and audit preparedness.
- Improved project financial performance and sustainability.
- More effective grant monitoring and decision-making.
- Increased donor confidence and funding opportunities.

Target Audiences

- Grant and programme managers.
- Finance directors and financial controllers.
- NGO and civil society financial officers.
- Project accountants and budget analysts.
- Monitoring, evaluation and learning professionals.

- Donor compliance and grants management officers.
- Internal auditors and risk management professionals.
- Development partners and project coordinators.

Course Duration: 5 days

Course Modules

### Module 1: Advanced Grant Budgeting Principles

- Grant budgeting frameworks and financial planning.
- Donor funding requirements and budget structures.
- Direct, indirect and shared cost allocation.
- Results-based budgeting and resource optimisation.
- Budget development using international donor standards.
- Case study: World Bank-funded development project budgeting.

### Module 2: Strategic Budget Development and Costing

- Activity-based budgeting and cost estimation.
- Personnel, operational and capital expenditure planning.
- Budget assumptions and financial justification.
- Multi-year grant budgeting and financial projections.
- Cost efficiency and value-for-money analysis.
- Case study: European Union-funded NGO programme costing.

### Module 3: Donor Compliance and Grant Financial Regulations

- Donor financial guidelines and funding agreements.
- Eligible and ineligible grant expenditures.
- Procurement and financial compliance requirements.
- Financial documentation and supporting evidence.
- Grant restrictions and regulatory accountability.
- Case study: USAID-funded project compliance management.

### Module 4: Grant Budget Monitoring and Expenditure Tracking

- Budget monitoring frameworks and reporting schedules.
- Actual expenditure versus approved budgets.
- Commitment tracking and expenditure controls.
- Financial performance indicators and dashboards.
- Early identification of overspending and underspending.
- Case study: United Nations-funded humanitarian project monitoring.

### Module 5: Budget Variance Analysis and Financial Forecasting

- Budget variance identification and interpretation.
- Forecasting grant expenditure and cash requirements.
- Corrective actions and budget reallocation.
- Scenario planning and financial risk analysis.
- Financial performance reviews and management decisions.
- Case study: International NGO budget forecasting and variance management.

### Module 6: Advanced Grant Financial Reporting

- Preparation of donor financial reports.
- Financial statements and expenditure summaries.
- Cash flow reporting and financial reconciliation.
- Reporting accuracy and supporting documentation.
- Financial reporting timelines and donor requirements.
- Case study: Global Fund-supported programme financial reporting.

### Module 7: Financial Controls, Auditing and Risk Management

- Internal financial control systems.
- Fraud prevention and financial risk assessment.
- Grant audit preparation and documentation.
- Financial reconciliation and accountability.
- Audit findings and corrective action plans.
- Case study: African Development Bank-funded project audit management.

### Module 8: Digital Grant Management and Financial Performance

- Financial management software and reporting automation.
- Digital budget monitoring and expenditure dashboards.
- Financial data analysis and management reporting.
- Grant performance evaluation and accountability.
- Financial sustainability and continuous improvement.
- Case study: UNICEF-supported programme financial performance monitoring.

Training Methodology

- Expert-led presentations and interactive discussions.
- Practical grant budgeting and financial reporting exercises.
- Real-world donor compliance simulations.
- Group assignments and international case study analysis.
- Budget monitoring and variance analysis workshops.
- Financial reporting simulations and peer learning.

Register as a group from 3 participants for a Discount

Send us an email: info@datastatresearch.org or call +254724527104

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to DATASTAT CONSULTANCY LTD account, as indicated in the invoice so as to enable us prepare better for you.

## Certification & Learning Methodology

- Hands-on practical delivery with real-world datasets, case studies, and lab exercises.
- Post-training mentorship, access to class resources, and customized follow-up support.
- Participants who successfully complete the course receive an accredited Datastat Certificate of Completion.

## How to Enroll & Reserve Your Seat

1. Online Registration: Visit https://datastatresearch.org/courses/advanced-grant-budgeting-monitoring-and-financial-reporting-training-course to register online.
2. Email Booking: Send participant details to training@datastatresearch.org for official invoice & reservation.
3. Support & Assistance: Inquire via phone +254 724 527 104 | +254 734 969 612.