

PROGRAMME UPDATE



International Federation of Red Cross and Red Crescent Societies
Fédération internationale des Sociétés de la Croix-Rouge et du Croissant-Rouge
Federación Internacional de Sociedades de la Cruz Roja y de la Media Luna Roja
الاتحاد الدولي لجمعيات الصليب الأحمر والهلال الأحمر

FINANCIAL DEVELOPMENT

27 January, 2003

Appeal No. 01.70/2002

Appeal Target: CHF 1,325,528; revised to CHF 415,695 (May 2002)

Beneficiaries/target groups (if available): N/A

Programme Update No. 2; Period covered: 16 May- 31 December 2002

IN BRIEF

Appeal coverage: 54%

Related Appeals: N/A

Summary and outstanding needs: 2002 has been a key learning year for the Finance Training Programme, from the date of the Appeal Revision on May 15th, 2002, the programme followed its plan, a survey was carried out, 10 training modules were created, one trainer was hired and the programme was rolled out both in the field and Geneva. This pilot phase is therefore considered a success and plans are well advanced into 2003 with 20 training sessions already planned. Although well started, the continuation of the Finance Training Programme in 2003 will depend on donor support. The 2003 Finance Training Annual Appeal (no. 01.98/2003) will continue to focus on providing the skills to manage programme funds. Details of the appeal can be found on the Federation's website. The Federation also appreciates the support received from the British Red Cross, DFID, the Swedish Red Cross and the Swedish Government in 2002.

Operational Developments w

This Appeal was revised in May 2002 due to a lack of funding, and the scope of activities was reduced to concentrate specifically on the financial management capacity of Federation operations by providing financial management training to Federation staff in the field and Geneva. The emphasis on improving financial management skills in the field is particularly important, as the Federation has started to decentralise its activities towards the field.

Creating training modules and rolling them out in the field

The first objective of the programme was to develop a matrix of finance modules which could answer the needs of various target groups. The internal survey carried out among key stakeholders (Regional Finance Units, Desk Officers and Finance Staff in Geneva and representatives of the Co-ordination and Development Division) showed that the biggest need for financial training should be directed towards non-finance staff especially in the field. This training should help field personnel and National Society Programme Managers working with Federation funding make informed and sound financial management decisions in order to serve beneficiaries in the most efficient way.

The training was prepared to address key financial management issues such as planning, budgeting and reporting, as well as managing cash and working advances. Towards mid-September, 10 finance modules were

developed, all modules were prepared in order to carry out interactive participative sessions with concrete exercises.

After having tested the modules, 4 Programme Manager training sessions were organized in the Southern African region, 2 in Zimbabwe and 2 in Tanzania. A total of 51 participants were trained. The length of the workshop was 3 days. Among the participants, 39% were National Society employees working with Federation programmes, 37% were Federation Delegates and 24% were local staff. After each training session, participants filled out an evaluation which indicated the following results:

	Excellent	Good	Average	Poor
Workshop contents/materials	53.4%	43.7%	2.9%	0%
Course leader	74.2%	25.4%	0.4%	0%
Overall value of the course	54.0%	46.0%	0%	0%
Total Answers (195)	61.4%	36.9%	1.7%	0%

The aim during the preparation phase was to obtain a 75% satisfactory rate (excellent or good answers). The above results were actually much higher than expected as they reached a 98.3% satisfactory rate. This positive feedback was very encouraging, and further details about the feedback is available upon request.

Training the trainers

During the 4 pilot training sessions, 3 Financial Analysts from the Nairobi Regional Finance Unit (RFU) participated in 3 training sessions and took part in the presentations. This experience was very positive and will be continued in the future until the analysts are fully trained as trainers. This experience has taken place in Africa but will be replicated in the other regions as it has proven very successful because it is the best method to anchor the knowledge in the different regions.

In October 2002, a Training for Trainer course was organised with the Heads of RFUs, the key partners in the programme. Additional courses will be organised for Financial Analysts working in the Regional Finance Units and the Finance Delegates who show potential to become trainers.

Induction course for New Delegates

An initial survey also showed that improvements could also be made if the initial training for Programme Managers were improved in Geneva. A new training module on Financial Management was therefore prepared as part of the Induction Course for Delegates. This half day module is an introduction to Financial Management in the Field, it clearly explains roles and responsibilities of Programme Managers. It includes several exercises on budgets and working advances, as well as a practical session on financial monitoring tools (the web based Financial Monitoring Report and the Budget Software). So far, 60 Delegates have received this training. The feedback received is very positive and encouraging, as all participants were satisfied. This training will continue in 2003, with 8 sessions with approximately 100 participants have already been planned.

Participating in the Disaster Management Workshops

In order to obtain full coverage of the target audience an active role was played in presenting financial management issues in 4 workshops run by the Disaster Management and Co-ordination Division. To help Field Assessment and Co-ordination Teams (FACT), Emergency Response Units (ERU) and Regionally Deployed Response Teams (RDRT) to start sound and financially well managed operations, presentations were made on the most current issues at the onset of an operation which were accompanied by practical exercises and Questions & Answers sessions. The total number of participants was 115.

Training workshops in Geneva

To ensure a global understanding of financial issues, financial training courses are also offered in Geneva. An Induction course for new staff named “Do you speak Finance?” was introduced and rolled out to 30 participants. In 2003, a second level will be introduced, its aim will be targeted at management control with the introduction of new reports in Business Object.

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All International Federation Operations seek to adhere to the Code of Conduct and are committed to the Humanitarian Charter and Minimum Standards in Disaster Response (SPHERE Project) in delivering assistance to the most vulnerable.

For further information concerning Federation operations in this or other countries, please access the Federation website at <http://www.ifrc.org>.

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Financial development						ANNEX 1	
APPEAL No. 01.70/2002		PLEDGES RECEIVED				27.01.2003	
DONOR	CATEGORY	QUANTITY	UNIT	VALUE CHF	DATE	COMMENT	
CASH							
REQUESTED IN APPEAL CHF ----->				415'695		TOTAL COVERAGE 54.0%	
CASH CARRIED FORWARD				4'302			
BRITISH - GOVT/DFID				125'000	07.08.2002	FINANCIAL TRAINING	
SWEDISH - GOVT				600'000	SEK	25.06.2002	FINANCIAL TRAINING
SUB/TOTAL RECEIVED IN CASH				224'522	CHF	54.0%	
KIND AND SERVICES (INCLUDING PERSONNEL)							
DONOR	CATEGORY	QUANTITY	UNIT	VALUE CHF	DATE	COMMENT	
SUB/TOTAL RECEIVED IN KIND/SERVICES				0	CHF	0.0%	
ADDITIONAL TO APPEAL BUDGET							
DONOR	CATEGORY	QUANTITY	UNIT	VALUE CHF	DATE	COMMENT	
SUB/TOTAL RECEIVED				0	CHF		