



## Financial Management for ADHC Requirements



### Overview

Money and funding is the life blood of your service. Understanding how to manage funding for your service and deal effectively with your funders can mean the difference between success and failure. This workshop takes a hands-on, practical approach to money matters and compliance in non profit organisations.

### This workshop will cover issues like:

- ✓ financial reports made easy
- ✓ how accountants' think (and why)
- ✓ meeting funding requirements
- ✓ what to do with a funding surplus
- ✓ acquittal basics
- ✓ avoiding acquittal pitfalls (tips)
- ✓ avoiding compliance disasters (tips)
- ✓ non-profit service sustainability
- ✓ your questions (and answers)
- ✓ your next steps.

#### Who can attend?

ALL HACC staff/volunteers

**Date:** Wednesday 16<sup>th</sup> May 2012

**Time:** 9:30-4:00pm

**Venue:** Level 3 Bowen Library. 669 Anzac Pde, Maroubra Junction 2035

**Cost:** HACC workers \$55 (prices include 10% GST)

Non-HACC workers \$110 (Please contact VAST for more information on Non-HACC bookings)

***The total training fee will be charged if less than 14 days notice is given of a cancellation.***

**Facilitator:** **Phil Schwenke** has proven experience with diverse client groups – from large corporate sector clients (eg AMP, Com. Bank), State, Federal and Local Governments, to numerous small business operators, non-profit groups and a range of social enterprises. Phillip's experience is underpinned by work in a number of different industries and qualifications in Education, Management, Accounting and Quality Auditing.

**Full payment is due at time of booking.**

Please go to our website to download the booking form

<http://www.jnc.org.au>

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