

€ TRAINING

Financial Compliance Management for
USAID Projects

23 - 27 March 2025
Istanbul (Turkey)





Financial Compliance Management for USAID Projects

REF: F2927 DATE: 23 - 27 March 2025 Venue: Istanbul (Turkey) - Fee: 5300 Euro

Introduction:

This training program is designed to equip participants with the essential knowledge and skills needed to manage financial compliance in USAID-funded projects. Through it, participants will learn the key principles of financial documentation, budgeting, reporting, and audit readiness, specifically tailored to USAID funding requirements.

Program Objectives:

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

- Apply USAID's financial compliance regulations.
- Prepare accurate financial reports aligned with USAID standards.
- Manage budgets effectively within USAID guidelines.
- Ensure audit readiness by establishing compliant internal controls.
- Recognize and mitigate risks of non-compliance.

Targeted Audience:

- Financial Managers and Accountants in USAID-funded projects.
- Grant Managers and Compliance Officers.
- Project Managers working on USAID grants.
- Internal Auditors for USAID-supported organizations.
- Administrative Officers involved in USAID projects.

Program Outline:

Unit 1:

Overview of USAID Financial Compliance Standards

- Introduction to USAID's financial compliance requirements.
- Understanding the roles and responsibilities in USAID project compliance.
- Overview of USAID's cost principles and allowable vs. unallowable costs.



- Key USAID compliance terms and definitions.

Unit 2:

Financial Documentation and Reporting for USAID Projects

- Types of financial reports required by USAID and their timelines.
- Creating accurate and compliant financial records for audits.
- Best practices in cost allocation and expense tracking.
- Developing supporting documentation that meets USAID's standards.
- Understanding USAID's requirements for financial transparency.

Unit 3:

Budgeting and Cost Management in USAID Projects

- How to build and manage a compliant project budget for USAID grants.
- Methods for cost-sharing and handling in-kind contributions.
- Managing budget revisions and realignments within USAID guidelines.
- Tracking direct and indirect costs per USAID's NICRA Negotiated Indirect Cost Rate Agreement.
- Ensuring accountability through budget-to-actual variance analysis.

Unit 4:

Internal Controls and Audit Preparedness

- Tools for establishing internal controls to safeguard project funds.
- Preparing for USAID audits: What to expect and how to prepare.
- When and how to implement systems to monitor compliance and detect discrepancies.
- Strategies for addressing and correcting audit findings.
- Maintaining records and documentation for audit readiness.

Unit 5:

Risk Management and Fraud Prevention



- Identifying and mitigating financial risks in USAID-funded projects.
- Recognizing common types of fraud and abuse in grant funding.
- Tools and strategies for creating a compliance-focused culture.
- Developing a proactive risk management framework.