

FORESTERS COMMUNITY FINANCE LTD

2009 WORKSHOP PROGRAM

Foresters Community Finance has developed a training and education program focused on Social Innovation, Community Asset Building, Social Investment and Community Development Finance. We offer hands-on workshops that aim to build skills and knowledge, and build on the needs and resources of workshop participants.

This year Foresters Community Finance offers three workshops centred on helping community organisations to achieve financial sustainability and thereby increase their social impact.

Understanding Financial Statements Building Financial Sustainability in Your Organisation Getting Off the Funding Treadmill

To ensure that these workshops are effective, participatory and relevant, trainers use adult learning strategies, small group activities, videos, role plays, case studies and open discussion. Trainers also contact participants prior to the workshops to better understand their learning needs, resources and learning styles.

Participants receive a workbook which covers the content (including all exercises and case studies) of the workshops and further ideas to extend the application of the material.

Our training team includes people who are skilled in adult education, financial management, management of non-profit community organisations and the links between financial sustainability and enhanced social impact. Trainers include:

Dr Ingrid Burkett, Social Innovations Manager, Foresters Community Finance;
Ms Belinda Drew, CEO, Foresters Community Finance; and
Mrs Robyn Grivell, Finance Manager, Foresters Community Finance.

Understanding Your Organisations Financial Statements

Time: 9am – 5pm

Duration: 8 hours

Skill Level: Foundation **Program:**

Suitable for beginners and those seeking to understand the fundamentals of financial management. Suitable for managers, finance workers and board members.



This workshop is designed to assist participants to understand and interpret their organisation's financial statements in order to make decisions about their organisation's activities. The workshop is skills focused and is designed for non-finance trained workers, managers and board members.

On completion of this workshop participants will be able to:

- Understand and recognise key terms relevant to financial statements and the financial health of their organisations;
- Understand and evaluate key financial statements in their organisations – including all those listed in the standard chart of accounts;
- Use the information contained in sample financial statements to make decisions about an organisation's health and future.

Getting Off the Funding Treadmill

Time: 9am – 5pm

Duration: 8 hours

Skill Level: Foundation **Program:**

Suitable for beginners and those seeking to understand the fundamentals of the links between financial management and increase social impact. Suitable for managers, financial staff and board members.



The workshop is designed as a response to what many in the community sector are terming a 'funding crisis' or 'funding dependence'. Community organisations report that they are currently increasingly stressed about funding applications, lack of funding, funding compliance and funding management. This workshop opens up the possibilities for organisations that find themselves asking questions about how they can get off the treadmill that funding has become. It builds on the work Foresters has done a few years with local community organisations, and is a practical introduction for small to medium sized organisations about the possibilities and alternatives to grant funding. It unlocks some of the potential of other forms of income for community organisations (eg. gifts, earned income and investment), and opens up some questions, processes and approaches that organisations can use to explore the future of their income generating strategies.

Building Financial Sustainability in Your Organisation

Time: 9am – 5pm

Duration: 8 hours

Skill Level: Intermediate **Program:**

Suitable for people who have a basic understanding of financial management and can understand financial statements of their organisation. Suitable for managers, finance staff and board members.



This workshop is designed to assist participants to apply tools and principles of sustainability to their organisation's financial planning process. Using case studies (from both Australia and overseas) and real life financial records, the workshop will be practical and will centre on how financial management can be geared towards growing an organisation's stability, assisting in developing some independence from total reliance on funding sources and building future financial resilience. On completion of this workshop participants will be able to:

- Appraise their organisation's financial health and sustainability;
- Evaluate their current financial practices in relation to building organisational sustainability (including budgets and cash flows);
- Identify key practices and strategies for managing their organisation's finances to maximise sustainability;
- Evaluate the risk / return potential of these key practices and strategies;
- Apply key financial sustainability practices to their organisation's finances;
- Use the practice principles to examine the feasibility of community asset building;
- Reflectively analyse these practices in the light of current funding options (including exploration of requirements of funding compliance).

For more information regarding these events or to enquire about tailor-made training options for your organisation please contact:

Ingrid Burkett,
Social Innovations Manager,
Foresters Community Finance
ingrid@foresters.org.au

Or contact us at the office on:
Phone: 07 3257 3166 Fax: 07 3257 0291
Email: info@foresters.org.au

REGISTRATION FORM * denotes fields that must be completed

COMPLETE THIS FORM AND FAX TO: 07 3257 0291 OR POST TO: PO BOX 742, FORTITUDE VALLEY QLD 4006 OR EMAIL COMPLETED FORM TO: info@foresters.org.au

* Name	* Name
Job Title	Job Title
* Email	* Email
Phone	Phone
* Mobile	* Mobile

* Organisation and Address

2009 WORKSHOP DATES, LOCATIONS AND PRICES

No. of people	Date / Location of workshop	Duration	Early Bird Fee Per Person *	PLUS GST	Subtotal per person	Standard Fee per person	PLUS GST	Subtotal per person	Subtotal by no. of people
Understanding Financial Statements									
	Brisbane c 21 Oct	9am-5pm	\$170	\$17	\$187	\$190	\$19	\$209	\$
	Logan c 29 Jul	9am-5pm	\$170	\$17	\$187	\$190	\$19	\$209	\$
	Sunshine Coast c 25 Mar	9am-5pm	\$170	\$17	\$187	\$190	\$19	\$209	\$
Building Financial Sustainability in Your Organisation									
	Brisbane c 25 Feb	9am-5pm	n/a	n/a	n/a	\$190	\$19	\$209	\$
	Logan c 28 Oct	9am-5pm	\$170	\$17	\$187	\$190	\$19	\$209	\$
	Sunshine Coast c 20 May	9am-5pm	\$170	\$17	\$187	\$190	\$19	\$209	\$
Getting Off the Funding Treadmill									
	Brisbane c 14 Oct	9am-5pm	\$170	\$17	\$187	\$190	\$19	\$209	\$
	Logan c 29 Apr	9am-5pm	\$170	\$17	\$187	\$190	\$19	\$209	\$
	Sunshine Coast c 18 Nov	9am-5pm	\$170	\$17	\$187	\$190	\$19	\$209	\$
TOTAL									\$

* Early Bird Fee: Paid in full one month prior to the workshop date

METHOD OF PAYMENT

Bookings are subject to availability of places.

BANK TRANSFER

Bank: mecu

Name: Foresters Community Finance Ltd

BSB or Branch Code: 803-140

Account Number: 2319 5210

IMPORTANT - PLEASE USE YOUR LASTNAME ONLY AS YOUR EFT REFERENCE

CHEQUE

Made payable to: Foresters Community Finance and post to PO Box 742 Fortitude Valley Qld 4006

Email in your completed registration form with a brief notification of your payment, reference used, date paid and the amount paid to: info@foresters.org.au

Fax or Post in your cheque and this completed registration form to: 07 3257 0291 or post to PO BOX 742 Fortitude Valley Qld 4006

