

# Parenting Fund: Finance and Administration Workshop

## What is the workshop about?

The importance of a strong and strategic finance function, which can support and add value to the charity as a whole, cannot be underestimated.

Regardless of the size of the organisation, finance functions will increasingly be required not just to deliver the fundamentals of finance, for example, budgets, management accounts and annual reports. Finance functions will increasingly be required to provide the financial insight needed to make strategic decisions which affect the future of the charity.

## What will I get out of the workshop?

Workshop participants will leave the day with an enhanced understanding of the finance function and the techniques to add insight to, and support, the wider organisation's objectives.

Participants will also be more informed to consider the tailored support they would like to receive from the Parenting Fund in the future.

**Please note that this workshop is aimed at Finance Directors (or their equivalent) and key members of the finance team.**

## What aspects will be covered?

The workshop will include:

- An overview of the finance function
- Budgeting
- Full cost recovery
- Financial control
- Reserves policies
- Financial insight - scenario planning, cost reduction and innovative ways of working

## Registration and queries

The Finance and Administration Workshop dates are:

- Tuesday 26 January 2010 in London
- Friday 12 February 2010 in Leicester
- Tuesday 2 March 2010 in Leeds

To register your place on a workshop please email your name, organisation name and contact details to:  
**parentingfund@uk.pwc.com**

Please feel free to call the Parenting Fund helpline with any queries you may have: 020 7213 4349