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# Project Finance

Improve financial reporting and communication between project managers, sponsors and finance.

## Abstract

This course is designed to provide project managers with the fundamentals of project finance. The course explains the common finance principles and terminology such as Capex, Opex, Accounting Periods, Balance Sheet, P&L, Cash Flow, Accruals, Budgets, Actual Spend, Burn Rate, Trends and Forecasts.

The course provides practical exercises and case studies which include developing the project budget, the cash flow, handling accruals and tracking and reconciling project spend.

## Who should attend

This course is designed for those who wish to understand the financial issues and considerations involved in preparation and monitoring of projects. It does not cover any specific financial tools. Those most suited to this course include Project Managers and Business Analysts. Business Managers and project support staff will also find this course useful.

## Syllabus

### The Finance Fundamentals

- What is the project managers responsibility?
- Finance terminology
- Finance in the project and program environment

### The Project Budget

- The project budget and cost categories
- Determining the costs
- Including contingency
- Accounting periods and cash flow

### The Project Spend

- Capturing the spend
- Accruals, purchase orders, pre-payments and unearned revenue
- Tracking and reporting

## Objectives

- Increase awareness of the critical importance of the financial aspects of project management
- Understand the financial terminology encountered on projects
- Understand the financial fundamentals required when managing projects
- Be able to determine project budget, costs and forecasts
- Understand contingency and burn rates
- Appreciate cash flow and profit
- Differentiate between different types of costs

### The Project Forecast

- Trends and projections
- Reviewing risks and contingencies
- Incorporating change and forecasting

### Financial Considerations

- Handling different reporting cycles
- Accuracy and honesty in reporting
- Improving communications

### Project Completion and Wrap-up

- Achieving financial closure
- Lessons learned
- Course wrap up

### Please Note:

The course is centered around the Fundamentals of Project Finance. It does not cover financial justification for a project such as cost benefit analysis or the business case, earned value management or any specific financial tools.

Course Length: 1 day  
Course Code: PFPMP1  
PDU: 7



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