



Institute for Capacity Development (ICD)

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Microfinance Institutions (MFI) Performance Monitoring and Reporting

Course Objectives

On completion of the course, participants should be able to:

- Develop MFIs financial reporting framework
- Develop and set a structured and organized Monitoring and Evaluation system.
- Produce accurate financial statements and reports in accordance with International Financial Reporting Standards (IFRS)
- Analyze and measure performance of a microfinance institution,
- Calculate and analyze financial ratios and indicators to be able to evaluate the performance
- Create financial performance monitoring reports for a microfinance institution
- Use the SEEP Framework tool to monitor financial performance of a microfinance institution.

Target Groups

- Finance Managers,
- Credit Analysts
- Compliance Managers
- Operations Managers and Branch Managers
- Board Members from Microfinance,
- Credit unions, Banks and other Financial Institutions,
- Regulatory officers
- Senior managers in NGO's and Donor Agencies

Course Outline

- General management principles and practices
- Understanding the operations of MFIs
- The need to monitor MFIs
- Developing Microfinance Performance Standards
- The Performance Monitoring Framework
- Developing Monitoring and Assessment Tools
- A Performance Monitoring Checklist
- The SEEP Framework and standardizing financial reporting systems for MFIs
- Financial Statements and Reports – Income Statement, Balance sheet and Cash Flow Statement
- Linking Financial Statements
- Financial Ratios and Indicators
- Profitability and Sustainability Ratios
- Performance indicators and ratio analysis
- Asset/Liability Management Ratios

- Portfolio quality indicators
- Portfolio Reports
- Profitability indicators
- Efficiency and productivity indicators
- Operational and macroeconomic data
- Variance and Trend Analysis
- Appropriate Regulation and Supervision for Microfinance
- Governance standards
- Creating and Analyzing Performance Monitoring Reports
- Database management
- Action Planning

Dates: 14th – 25th May 2018

Duration: 2 Weeks

Course Costs: US\$2850

Venue: Windhoek, Namibia