

GOVERNANCE & COMPLIANCE | COURSE BROCHURE

Non-Profit Governance and Accountability

5 days | Classroom training | English

SMART HORIZON

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Course content

Why attend

Non-profit organisations must account to donors, beneficiaries, regulators and the public. This course covers non-profit governance: trustee and board duties, strategy and mission oversight, financial stewardship, restricted funds, risk management, safeguarding, transparency and impact reporting.

Trust is the main asset of a non-profit. You will learn governance practices that protect and strengthen it.

Professional Problems This Course Is Designed to Solve

- Difficulty translating subject knowledge into practical workplace decisions.
- Inconsistent approaches to the activities covered in the course outline.
- Lack of a structured plan for applying and reviewing new skills.

Course methodology

Non-profit case studies, board simulations, policy reviews and reporting exercises.

Course objectives

By the end of this course, participants will be able to:
- Explain trustee and board duties in non-profits
- Oversee mission, strategy and performance
- Ensure financial stewardship and fund controls
- Manage risks including safeguarding
- Promote transparency with stakeholders
- Report impact and accountability

Target audience

This course is suitable for:
- Trustees and board members of non-profits
- Executive directors
- Finance managers in NGOs
- Programme managers
- Foundation staff



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Target competencies

Participants will develop competencies in:

- Board governance
- Financial stewardship
- Risk and safeguarding
- Transparency
- Impact reporting

Course outline

Day 1: Non-Profit Governance

09:00–10:08	Legal forms and duties
10:08–11:00	Board roles
11:00–11:30	**Coffee break**
11:30–11:45	Board roles (continued)
11:45–12:53	Case study
12:53–14:00	Exercise

Day 2: Mission and Strategy

09:00–10:08	Strategic oversight
10:08–11:00	Performance
11:00–11:30	**Coffee break**
11:30–11:45	Performance (continued)
11:45–12:53	Board and management
12:53–14:00	Workshop

Day 3: Financial Stewardship

09:00–10:08	Budgets and reserves
10:08–11:00	Restricted funds
11:00–11:30	**Coffee break**



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11:30–11:45	Restricted funds (continued)
11:45–12:53	Controls
12:53–14:00	Exercise

Day 4: Risk and Safeguarding

09:00–10:08	Risk registers
10:08–11:00	Safeguarding
11:00–11:30	**Coffee break**
11:30–11:45	Safeguarding (continued)
11:45–12:53	Reputation
12:53–14:00	Case study

Day 5: Accountability

09:00–10:08	Transparency
10:08–11:00	Donor and beneficiary reporting
11:00–11:30	**Coffee break**
11:30–11:45	Donor and beneficiary reporting (continued)
11:45–12:53	Board evaluation
12:53–14:00	Action plan

The timings provided are estimates and may vary depending on the number of participants and the discussions taking place during the sessions. They are indicative only and do not constitute a binding commitment.



Course content

Dates, venues and fees

Current published course plans. Fees are per participant in EUR, excluding unconfirmed taxes.

Venue	Start date	End date	Fee (EUR)
Istanbul Confirmed dates	9 Nov 2026	13 Nov 2026	**€2,650.-**
Online Confirmed dates	9 Nov 2026	13 Nov 2026	**€1,250.-**
Vienna Confirmed dates	30 Nov 2026	4 Dec 2026	**€2,940.-**
Online Confirmed dates	30 Nov 2026	4 Dec 2026	**€1,250.-**
Barcelona Confirmed dates	4 Jan 2027	8 Jan 2027	**€2,840.-**
Online Confirmed dates	4 Jan 2027	8 Jan 2027	**€1,250.-**
Cape Town Confirmed dates	25 Jan 2027	29 Jan 2027	**€1,890.-**
Online Confirmed dates	25 Jan 2027	29 Jan 2027	**€1,250.-**
Rome Confirmed dates	8 Feb 2027	12 Feb 2027	**€2,450.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Online Confirmed dates	8 Feb 2027	12 Feb 2027	**€1,250.–**
London Confirmed dates	1 Mar 2027	5 Mar 2027	**€2,450.–**
Online Confirmed dates	1 Mar 2027	5 Mar 2027	**€1,250.–**
Dubai Confirmed dates	22 Mar 2027	26 Mar 2027	**€3,150.–**
Online Confirmed dates	22 Mar 2027	26 Mar 2027	**€1,250.–**
Rome Confirmed dates	12 Apr 2027	16 Apr 2027	**€2,450.–**
Online Confirmed dates	12 Apr 2027	16 Apr 2027	**€1,250.–**
Cape Town Confirmed dates	3 May 2027	7 May 2027	**€1,890.–**
Online Confirmed dates	3 May 2027	7 May 2027	**€1,250.–**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Dubai Confirmed dates	17 May 2027	21 May 2027	**€3,150.-**
Online Confirmed dates	17 May 2027	21 May 2027	**€1,250.-**
Barcelona Confirmed dates	7 Jun 2027	11 Jun 2027	**€2,840.-**
Online Confirmed dates	7 Jun 2027	11 Jun 2027	**€1,250.-**
London Confirmed dates	28 Jun 2027	2 Jul 2027	**€2,450.-**
Online Confirmed dates	28 Jun 2027	2 Jul 2027	**€1,250.-**
Kuala Lumpur Confirmed dates	19 Jul 2027	23 Jul 2027	**€1,450.-**
Online Confirmed dates	19 Jul 2027	23 Jul 2027	**€1,250.-**
Paris Confirmed dates	9 Aug 2027	13 Aug 2027	**€2,860.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Online Confirmed dates	9 Aug 2027	13 Aug 2027	**€1,250.-**
Dubai Confirmed dates	23 Aug 2027	27 Aug 2027	**€3,150.-**
Online Confirmed dates	23 Aug 2027	27 Aug 2027	**€1,250.-**
Amsterdam Confirmed dates	13 Sept 2027	17 Sept 2027	**€2,540.-**
Online Confirmed dates	13 Sept 2027	17 Sept 2027	**€1,250.-**
Frankfurt Confirmed dates	4 Oct 2027	8 Oct 2027	**€2,650.-**
Online Confirmed dates	4 Oct 2027	8 Oct 2027	**€1,250.-**
Cape Town Confirmed dates	25 Oct 2027	29 Oct 2027	**€1,890.-**
Online Confirmed dates	25 Oct 2027	29 Oct 2027	**€1,250.-**



Course content

Dates, venues and fees (continued)

Venue	Start date	End date	Fee (EUR)
Rome Confirmed dates	15 Nov 2027	19 Nov 2027	**€2,450.-**
Online Confirmed dates	15 Nov 2027	19 Nov 2027	**€1,250.-**
Vienna Confirmed dates	29 Nov 2027	3 Dec 2027	**€2,940.-**
Online Confirmed dates	29 Nov 2027	3 Dec 2027	**€1,250.-**

Plan your next step

Dates, availability, exact venue, taxes, inclusions and payment terms require written confirmation. This brochure is not a quotation, registration, booking confirmation or visa invitation. Participants receive a Smart Horizon certificate of attendance; programmes are not externally accredited and do not award a professional qualification or designation. Confirm arrangements before booking travel.

For group or in-house training, contact our learning team to discuss your objectives and delivery arrangements.

Contact Smart Horizon

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View the latest course details online