

HUMENTUM'S

# COURSE CATALOG



## Humentum Courses

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### Compliance and Risk

Humentum's Compliance and Risk courses help NGOs build robust systems and navigate donor and regulatory requirements with confidence.

- ✓ Fighting Fraud in NGOs
  - ✓ US Government (USG) Award Management and Compliance
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### Funding and Financial Systems

Humentum's Funding and Financial Systems courses identify gaps and implement practical, equitable solutions that support sustainable growth.

- ✓ Achieving NGO Financial Sustainability
  - ✓ Assessing Your NGO Partners' Financial Health
  - ✓ Financial Management for Development Professionals (Finance DPro)
  - ✓ NGO Budgeting Essentials
  - ✓ NGO Budget Monitoring Essentials
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### Organizational Architecture

Humentum's Organizational Architecture courses help organizations to realign their strategy and structure to meet evolving needs and plans for the future.

- ✓ Building a Foundation in Good Governance
  - ✓ Monitoring, Evaluation, Accountability, Learning for Development Professionals (MEAL DPro)
  - ✓ Project Management for Development Professionals (Project DPro)
  - ✓ Program Management for Development Professionals (Program DPro)
  - ✓ AI for Project Managers: A Practical Masterclass
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### People and Culture

These courses support the development of strong teams, learning systems, and inclusive cultures to ensure organizations are equipped to deliver on their mission with impact and resilience.

- ✓ Management Skills for NGOs
- ✓ Investigator Qualification Training Scheme (Tier 2) SEAH Investigation Theory
- ✓ Investigator Qualification Training Scheme (Tier 3) SEAH Investigation Practitioner Program

## Learning Approach

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### Live online webinar courses

Humentum's live online webinar trainings are built on a practical, learner-centered approach. Expert facilitators bring sector-specific experience and real-world insight to every session, creating an engaging and applicable learning experience. Learners are encouraged to actively participate through discussions and hands-on group work.

- ✓ Live webinars of approximately 120 minutes each
- ✓ Recordings available within 24 hours for any missed sessions
- ✓ Course materials provided at the start of the course
- ✓ Opportunities for interactive group activities and discussions
- ✓ A user-friendly platform with clear guides and instructions
- ✓ A digital badge of completion upon successful course completion

To get the most out of the course, participants should set aside dedicated time to attend the live webinars and ensure they have a stable internet connection, as well as access to a camera and microphone, to fully engage in discussions and group activities.

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### Online self-directed courses

Humentum's self-directed, focused trainings are designed with the learner in mind. Participants engage with peers from around the world while working through interactive content such as videos, assignments, and readings, all supported by an expert facilitator. The platform is open for a set number of weeks, giving learners the flexibility to study at their own pace.

- ✓ One new module released each week
- ✓ An average time commitment of 3 - 4 hours per module
- ✓ A user-friendly platform with clear guides and instructions
- ✓ A digital certificate of completion upon successful course completion

Please see the next page for details on optional add-on webinars (available exclusively to clients purchasing an in-house training) which offer live interaction with the course facilitator.

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## Learning Approach

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### Add-on webinars

Clients purchasing an in-house self-directed course have the option to add up to three 60-minute webinars for an additional fee. These live online sessions are not designed to introduce new content, but to support and enhance the core course content through guided discussion and reflection. When spaced throughout the course, these webinars help to sustain engagement, encourage peer learning, and provide valuable time with the course facilitator to deepen understanding and apply learning to real-world contexts.

Add-on webinars are currently available for the following courses:

- ✓ Achieving NGO Financial Sustainability
  - ✓ Financial Management for Development Professionals (Finance DPro)
  - ✓ Monitoring, Evaluation, Accountability, Learning for Development Professionals (MEAL DPro)
  - ✓ Project Management for Development Professionals (Project DPro)
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### In-person courses

Humentum has relaunched several of its most popular courses as in-person training options, now available exclusively to in-house clients. In-person courses enable teams to build shared understanding, strengthen practical skills, and engage in collaborative learning all within a face-to-face setting. Each in-person course can accommodate up to 35 participants and is delivered by an expert facilitator at a location of the client's choosing.

Current in-person courses available:

- ✓ Financial Management for Development Professionals (Finance DPro)
  - ✓ Project Management for Development Professionals (Project DPro)
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## Compliance and Risk

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### Fighting Fraud in NGOs

English | Online Self-Directed Course | 3-4 hours per module | 6 total modules | 6 weeks

Fighting Fraud equips learners with a comprehensive anti-fraud framework and the skills needed to prevent, detect, and respond to fraud within NGOs.

Participants explore this framework to develop meaningful anti-fraud measures tailored to their organizational context. The course provides in-depth insight into risk factors across areas such as financial statements, asset misappropriation, and corruption. With a focus on practical solutions and internal controls, learners build a holistic anti-fraud toolkit to identify vulnerabilities, design effective prevention strategies, and respond appropriately when fraud is detected.

More than half of frauds arise from weak internal controls. This course equips learners to reduce that risk and prevent fraud from occurring.

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### US Government (USG) Award Management and Compliance

English | Live Online Webinar Course | 120 minutes per webinar | 6 total webinars | 1 week

Managing US Government-funded awards requires organizations to navigate a complex set of expectations, documentation standards, and accountability requirements. With the Department of State now the primary USG funder for many NGOs, and with USAID-specific regulations gradually phasing out for many programs, organizations need a clear, structured understanding of what compliance looks like in practice and how to strengthen systems before issues arise. This practical, online course gives nonprofit organization staff a strong foundation in the core requirements of 2 CFR 200, including financial management, cost allowability, procurement, subaward management, monitoring, and closeout. Learners build the knowledge and confidence to apply USG rules to their day-to-day award implementation, minimize compliance risks, and strengthen internal systems. Learners will complete the course with a practical compliance toolkit, a clearer understanding of USG expectations, and a structured approach to preparing their organization for successful implementation and audit readiness.

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## Funding and Financial Systems

### Achieving NGO Financial Sustainability

English | Online Self-Directed Course | 3-4 hours per module | 5 total modules | 6 weeks

When funding restrictions limit what an NGO can do, how can it strengthen and diversify to stay on mission, especially when funding flows are inconsistent or unreliable? How can that uncertainty be turned into sustainable support? This training provides proven, practical tools to help learners move from financial uncertainty to sustainability. Participants will begin by assessing the financial health and risk status of their own organization and its partners to identify key areas for improvement. They will then build a range of financial skills, from cost recovery to stakeholder engagement. Throughout the course, learners will practice applying these tools and techniques so they are prepared to implement what they've learned within their NGOs.

Add-on webinars for this course are available for in-house training clients to purchase.

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### Financial Management for Development Professionals (Finance DPro)

English | Online Self-Directed Course | 3-4 hours per module | 6 total modules | 8 weeks

Learners will explore the principles and practices of strong NGO financial management - no financial background required. Designed for non-financial managers, this course builds understanding of how to manage financial resources effectively and integrate sound financial management systems across an organization. Learners will gain practical tools and techniques to support sustainable, resilient finances and will leave prepared to apply best practices regardless of their role within the NGO.

On completion of this course, learners are prepared to take the [Finance DPro certification exam](#).

Add-on webinars for this course are available for in-house training clients to purchase.

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Humentum's Finance DPro course is available as a 5-day in-house, in-person training. To learn more about the in-person version of this course, please contact [client@humentum.org](mailto:client@humentum.org).

## Funding and Financial Systems

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### Assessing Your NGO Partners' Financial Health

English | Online Self-Directed Course | 3-4 hours per module | 4 total modules | 4 weeks

This training equips learners with the essential knowledge and skills to assess the financial health of their nonprofit partner organizations, from systems and structures to capacity and available resources. The course places the financial health assessment process in context, highlighting key risks and common challenges. It also guides learners through the financial statement analysis, evaluation of financial resilience, and effective approaches to partner reviews.

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### NGO Budgeting Essentials

English | Online Self-Directed Course | 3-4 hours per module | 4 total modules | 4 weeks

Many organizations struggle to create budgets that effectively support program implementation and financial sustainability - this course addresses those challenges head-on. Through hands-on learning and analysis of real-life project budgets, learners gain a comprehensive toolkit of recommended budgeting tools and methods. Learners will return to their organizations with the confidence and capability to develop rigorous, impactful budgets that support program success and long-term resilience.

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### NGO Budget Monitoring Essentials

English | Online Self-Directed Course | 3-4 hours per module | 4 total modules | 4 weeks

Learners will build a strong foundation in financial forecasting, donor financial reporting, project budget monitoring, and more. The course includes a real-life case study to support experiential learning and practical application of key concepts. By the end of the course, learners will leave with a library of recommended tools and techniques for NGO budget monitoring, as well as the confidence to apply them in their own work.

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## Organizational Architecture

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### Building a Foundation in Good Governance

English | Live Online Webinar Course | 120 minutes per webinar | 7 total webinars | 4 weeks

Whether new to the board, unsure of how to distinguish between governance and management, or an experienced member seeking to deepen their impact, participants will find tailored support and practical guidance that will help them excel in their governance roles.

The training strengthens knowledge and builds essential governance skills, equipping individuals with the tools needed to govern effectively. Participants will gain greater clarity in their roles, increase confidence in decision-making, and learn strategies to enhance board efficiency and impact. This course supports a deeper understanding of board responsibilities and empowers leaders to navigate complex governance issues with ease, ultimately transforming boards into high-performing, mission-driven bodies that support organizational success.

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### Monitoring, Evaluation, Accountability, and Learning for Development Professionals (MEAL DPro)

English | Online Self-Directed Course | 3-4 hours per module | 6 total modules | 8 weeks

A strong understanding of MEAL (monitoring, evaluation, accountability, & learning) is essential for humanitarian and global development professionals. Without it, project implementation may fall short, and collaboration with colleagues or partner NGOs may become unclear, especially when it comes to data requirements or accountability expectations. The more NGO professionals who understand MEAL, the greater the chances of project success and advancing their organization's mission.

On completion of this course, learners are prepared to take the [MEAL DPro certification exam](#).

Add-on webinars for this course are available for in-house training clients to purchase.

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## Organizational Architecture

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### Project Management for Development Professionals (Project DPro)

English | Online Self-Directed Course | 3-4 hours per module | 6 total modules | 8 weeks

This practical NGO Project DPro course helps learners bridge the gap between project design, proposal ambitions, and real-world implementation. It equips participants with strategies to break down silos, engage cross-functional teams, and create agile processes that respond effectively to on-the-ground challenges. Rather than simply managing tasks, learners will be empowered to deliver lasting results through adaptive, results-driven project management.

On completion of this course, learners are prepared to take the [Project DPro certification exam](#).

Add-on webinars for this course are available for in-house training clients to purchase.

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Humentum's Project DPro course is available as a 5-day in-house, in-person training. To learn more about the in-person version of this course, please contact [client@humentum.org](mailto:client@humentum.org).

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### Program Management for Development Professionals (Program DPro)

English | Online Self-Directed Course | 3-4 hours per module | 8 total modules | 8 weeks

Delivering social good can be complicated, and managing NGO development programs requires strategic insight and practical tools. This course builds on the foundations of Project DPro to equip program managers with the expertise needed to navigate and coordinate more advanced, multi-layered programs. Participants will gain proven tools, strategic guidance, and resources to effectively manage initiatives that span multiple projects, sectors, locations, and funders. With nearly 40,000 professionals already certified worldwide, this training offers a valuable next step for those looking to elevate their program management capabilities.

On completion of this course, learners are prepared to take the [Program DPro certification exam](#).

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## Organizational Architecture

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### AI for Project Managers: A Practical Masterclass

English | Live Online Webinar Course | 120 minutes per webinar | 6 total webinars | 2 weeks

AI is redefining project leadership. Are you ready to lead the change? According to the [Second Global Survey on AI in Project Management](#), 62% of project managers will need to significantly adapt their skills to thrive in the AI era. Success now depends on a blend of technical literacy, leadership, and ethical awareness. Those who anticipate this shift will stay ahead, while others risk being left behind.

This masterclass closes that gap, empowering you to turn AI from a tool into a strategic advantage. Participants will learn to translate AI literacy into measurable value, reducing costs, accelerating delivery, and enhancing decision-making, while mastering the human side of innovation, including ethics, trust, and collaboration.

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## People and Culture

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### Investigator Qualification Training Scheme (Tier 2) SEAH Investigation Theory

Online Self-Directed Course with Webinars | 3-4 hours per module | 5 total modules | 5 weeks

Sexual exploitation, abuse, and harassment (SEAH) are serious violations of human rights that can occur in any organization, including NGOs of all sizes. One way to address these issues is by ensuring professionals gain the knowledge and skills to investigate SEAH effectively. This includes knowing how to recognize, report, and respond to incidents with competence and care.

Tier 2 of the Investigator Qualification Training Scheme (IQTS) equips NGO professionals with the tools needed to conduct SEAH investigations in line with international standards. The course covers a survivor-centered approach, effective documentation techniques, collaboration and reporting protocols, and strategies for contributing to the prevention of future abuse. Learners will deepen their understanding of ethical investigation practices while strengthening organizational accountability and safeguarding systems.

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### Investigator Qualification Training Scheme (Tier 3) SEAH Investigation Practitioner Program

English | Live Online Webinar Course | Delivered over 2.5 weeks

6 Webinars (120 mins each) | 6 Practice Interviews (60 mins each) | Groupwork (120 mins per day)

Tier 3 of the Investigator Qualification Training Scheme (IQTS) equips NGO professionals with the hands-on expertise needed to conduct survivor-centered SEAH investigations within their organizations independently and without supervision. Building on the theoretical foundations of IQTS Tier 2, this course creates space for discussion of real-world scenarios and case studies that explore the nuances of power dynamics, confidentiality, and cultural sensitivities within nonprofit contexts. Learners complete the course with the practical skills needed to navigate the intersection of SEAH and organizational culture.

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## People and Culture

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### Management Skills for NGOs

English | Live Online Webinar Course | 120 minutes per webinar | 8 total webinars | 2 weeks

Managing people can often feel like a second “to-do” list - giving feedback, supporting team members, resolving conflict - and in the fast-paced world of nonprofits, it’s easy for that list to fall behind. This practical, interactive course helps NGO professionals build the confidence and skills to lead effectively in remote, hybrid, and multicultural settings. Early sessions guide learners to reflect on their goals and challenges, laying the groundwork for deeper skill-building. Participants then explore tools for clear communication, feedback, team dynamics, and influence across an organization. By the end of the course, participants will have a practical toolkit and a personal action plan to lead with intention, supporting their teams, strengthening relationships, and advancing their organization’s mission.

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