

MANAGE PROJECT FINANCING

UNIT CODE: BUS/OS/PM/CR/02/6/A

UNIT DESCRIPTION

This unit covers the competencies required to manage project financing. It involves developing financing structures and options, managing project financing risks, supervising and monitoring the utilization of funds

ELEMENTS AND PERFORMANCE CRITERIA

ELEMENT	PERFORMANCE CRITERIA
These describe the key outcomes which make up workplace function	These are assessable statements which specify the required level of performance for each of the elements. <i>Bold and italicized terms are elaborated in the Range</i>
1. Develop financing structures and options	1.1 Finance mobilization plan is developed as per financing options 1.2 <i>Financing options</i> are identified as per project plan 1.3 Approval for the financing method is sought as per standard operating procedures 1.4 Financing method is selected as per the organization policy
2. Manage project financing risks	2.1 Financing <i>Stakeholders</i> are identified as per the financing option 2.2 Financing risks are evaluated as per the financing option 2.3 Risk management plan is prepared as per the risk evaluation report 2.4 Risk and mitigation report is prepared as per standard operating procedures
3. Supervise and monitor the utilization of funds	3.1 Procurement plan is prepared as per the project plan 3.2 Procurement budget is prepared as per the project plan 3.3 Goods, works and services are procured as per the Procurement plan 3.4 Funds utilisation is tracked as per the procurement plan 3.5 Funds utilization control are identified as per the standard operating procedures 3.6 Project progress report is prepared as per the government and industry guidelines and regulations

RANGE

This section provides work environments and conditions to which the performance criteria apply. It allows for different work environments and situations that will affect performance.

Variable	Range
1. Financing options may include but not limited to:	<ul style="list-style-type: none"> • Grants • development aid • fundraising • PPP • venture capitals
2. Stakeholders may include but not limited to:	<ul style="list-style-type: none"> • Lenders and loaners • Customers • Government • professional bodies • contractors • suppliers • trade unions • capital markets • employees • multilateral agencies • direct equity investment funds

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit of competency.

Required Skills

The individual needs to demonstrate the following skills:

- Communication
- Analytical
- Basic ICT
- Business planning

Required Knowledge

The individual needs to demonstrate knowledge of:

- Debt and equity financing options
- Evaluation of financial reports

- Relevant regulations and guidelines
- Funds mobilization
- Funds utilization
- Controlling cash flows and expenditures
- Financial statements preparation
- Project proposals for funding
- Grant management

EVIDENCE GUIDE

This provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge and range.

1. Critical aspects of competency	Assessment requires evidence that the candidate: 1.1 identified financing options 1.2 prepared financial reports 1.3 identified project financing risks 1.4 prepared funding proposals
2. Resource implications	Stationery 2.1 Relevant legislations 2.2 Computers
3. Methods of assessment	Competency in this unit may be assessed through: 3.1 Written tests 3.2 Interviews
4. Context of Assessment	Competency may be assessed: 4.1 On-the-job 4.2 Off-the –job 4.3 During Industrial attachment
5. Guidance information for assessment	Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.