



Intermediate Level Training 2010

(England & Wales)

Day 1: Charity Accounting

York: Wed 10 March 2010

Day 2: Independent Examination

York: Tues 16 March 2010

*open to non-members
at least 4.5 hours' CPD per day*

*ACIE - promoting excellence in independent examining -
registered charity in England and Wales, number 1077154;
in Scotland, number SC039066*

Content

ACIE is offering two days of training for people working with charities which prepare accruals accounts and whose income is £250,000 or under. The two days are linked but have been designed so that they can be attended as stand-alone days if required.

Charity accounting and independent examination are beginning to settle down after a period of significant legislative and regulatory change, which began to take effect for accounting periods beginning in February 2007 and which continued its phased implementation well into 2009. The course will be based on the current law and regulations but the notes will provide some historical context.

The Format

The aim is for the training to be as near to real life as possible, so, for example, there will be a case study which runs through the two days. Thus, Day 1 will include various elements of accounts preparation for the charity in the case study in order to reinforce certain aspects of charity accounting. Similarly, on Day 2, some of the (trickier) Directions for Independent Examination will be worked through for the charity in the case study. Both days will be as interactive as possible, whilst ensuring that the necessary knowledge is imparted. There will be comprehensive handouts.

Timings

The exact timings for both days have not yet been finalised, but it is likely that registration (and coffee) for both days will be at 9.45 am for a 10.00 am start. And both days will be finished by 5.00 pm. If you need exact timings in order to make travel arrangements, these should be available from Monday 22 February - send us an email if you want us to confirm the details. CPD hours can also be confirmed.

Baseline documents(view in advance; bring if possible):

- for both days, SORP - www.charitycommission.gov.uk/investigations/sorp/sorp05docs.asp (as updated at July 08); £15 plus p&p from CCH publishers (ref: CCSORP); 0870 777 2906 or www.cch.co.uk
- for Day 2, CC32 - www.charitycommission.gov.uk/publications/CC32.asp

Who should attend?

Day 1: Charity Accounting: it is expected that participants will be familiar with accruals accounting and generally accepted accounting principles, but they may have little or no previous knowledge or experience in charity accounting - or they may want to check that their knowledge is up to date.

The aim of Day 1 is to introduce participants to the principles of charity accounting and cover areas where charity accounting and reporting differ from conventional accounting.

Day 2: Independent Examination: it is expected that participants will be familiar with charity accounting requirements (or have attended Day 1), but that they may be unfamiliar with independent examination - or they may want to broaden or bring their knowledge up to date.

The aim of Day 2 is to introduce participants to the principles and practicalities of undertaking an Independent Examination. Participants on Day 2 will receive a free paper copy of the about-to-be-launched ACIE IE File (due March 2010).

Trainer

Howard Sanderson BA FFA FCMI FCIE is based in Scunthorpe, where he has a sizeable and varied charity client base. Howard draws on this experience when he trains and also has the ability to explain technical material in plain English.

Venue

The Park Inn Hotel at York overlooks the river and some of the city's historic sites. It is five minutes' walk from the railway station and, if you are coming by car, there is a good park and ride scheme. A map/travel details will be sent with the booking confirmation. See also www.york.parkinn.co.uk

The venue is accessible, but we would be grateful if you would let us know of any access requirements in advance on the booking form so that can make sure that everything is in place for you.

Fees and cancellations

The fee for each day is £150 per person, which includes notes, tea/coffee/biscuits and a buffet lunch.

Cancellations: if you are unable to attend, please let us know as soon as possible. A refund of the fee paid, less a £10 administration fee, will be made if we have written notice (post or email) by or on Wed 17 February. If ACIE has to cancel the event, the full fee will be refunded.

Bookings and enquiries to:

ACIE, The Gatehouse, White Cross, South Road, Lancaster LA1 4XQ
tel/fax: 01524-348920 email: info@acie.org.uk web: www.acie.org.uk

registered charity in England and Wales no: 1077154; in Scotland no: SC039066

Booking Form

Intermediate Level Training 2010 (England & Wales)

Please book me a place on the following date(s):

			York
Day 1	Charity Accounting	date:	10 Mar
		tick:	
Day 2	Independent Examination	date:	16 Mar
		tick:	

I enclose a cheque for £ _____ (£150 per day)
cheques made payable to 'ACIE' - thank you

Please print:

Your name Title (Mr, Ms)

Professional qualifications (if applicable, eg. ACIB, FCA, MAAT)
.....

Address
.....
.....

Postcode Tel No

Email

tick ¹ If you have **any dietary or disability/access requirements**, please let us have details.

Please photocopy and complete a booking form for each additional participant.

Deadline: if you can book - or let us know that you intend to book - by **Wednesday 17 February**, that would be very helpful. If the number of bookings are very small by that date, we may have to consider cancelling the course. Thanks for your help in this matter.