**Financing of Electoral Processes Module**

By the end of this module, you should grasp the key understandings and learning outcomes that this module has been based on.

**Key Understandings** What we want you to know before you finish the course.

**Learning outcomes** Generic strategies through which you can show us that you understand

**Key Understanding 1:** Appropriate investment in election processes helps provide a stable and inclusive democracy.

**Learning Outcome:**

* the ability to identify elements of expenditure on electoral processes which represent an investment for the future.
* the ability to interpret an EMB mandate
* the ability to identify the role of trust and how it is inextricably linked to the credibility and integrity of electoral processes.

**Key Understanding 2:** There are numerous ways of classifying costs of electoral processes

**Learning Outcome:**

* the ability to describe how electoral costs have been classified
* the ability to describe how electoral costs have been compared
* the ability to define cost effectiveness

**Key Understanding 3:**  Financing of electoral processes should be based on accepted and agreed financial standards and principles

**Learning Outcome:**

* the ability to identify and define accepted financial standards and principles in financing of electoral processes

**Key Understanding 4:** There are numerous stakeholders in the financing of electoral processes who should have a clear and shared understanding of their distinct roles and responsibilities across the electoral cycle.

**Learning Outcome:**

* the ability to list all stakeholders in the financing of elections across the electoral cycle.
* the ability to define the roles and responsibilities of all stakeholder in the financing of electoral processes.
* the ability to explain why a strong and trusted relationship with internal and external stakeholders based on clear and effective communication is key to receiving appropriate funding in a timely manner
* the ability to identify strategies for developing strong and trusted relationships specific internal stakeholders including: commissioners, senior management, cooperate services, internal auditor, programme developers and implementers, staff in general.

**Key Understanding 5:** A clear plan which includes risk analysis, contingency planning, a timeline and monitoring strategies is necessary before the financing and budgeting process can take place

**Learning Outcome:**

* the ability to describe the hierarchy of planning in electoral processes
* the ability to describe the importance of good planning in electoral processes
* the ability to describe the differences between a strategic and an operational plan
* the ability to describe the relationship between the three important factors – Time – Cost – Quality
* the ability to explain why risk management in elections is essential

**Key Understanding 6:** All budgets should support a specific plan and should have the appropriate budget lines to facilitate that plan.

**Learning Outcome:**

* the ability to explain the importance of linking budgeting to planning
* the ability to analyse the components of a budget
* the ability to justify items in a budget

**Key Understanding 7:** Sound electoral processes require sufficient funds, provided in a timely manner.

**Learning Outcome:**

* the ability to list the potential sources of funding for election related activities
* the ability to identify challenges for managing funds
* the ability to coordinate funding sources to achieve the best possible funding outcomes for election activities
* the ability to identify competing demands and priorities within electoral process
* the ability to advocate for specific priorities within electoral processes
* the ability to advocate for sufficient funds for electoral processes
* the ability to respond positively to changing budget allocation and decreased finance
* the ability to explain the importance of releasing funds in a timely manner
* the ability to describe procurement processes which are transparent and accountable but which also facilitate the timely provision of materials and services.

**Key Understanding 8:** Systematic and user-friendly documentation of financing and budgeting of elections, including decision-making processes, will lead to the consolidation of knowledge and lessons learned and build greater trust in electoral processes.

**Learning Outcome:**

* the ability to define knowledge Management
* the ability to list and evaluate different systems of documentation of financing and budgeting of electoral processes
* the ability to explain how good documentation has a positive impact on institutional capacity.

**Key Understanding 9:** The financing of electoral processes should be managed and controlled effectively

**Learning Outcome:**

* the ability to list effective financial controls for electoral processes
* the ability to explain the importance of effective financial control for electoral processes