



AccuFund, Inc.

AccuFund Accounting Suite

Simple, Accurate, Powerful Software

Easy to Use

AccuFund's straight forward design makes the software easy to use for not-for-profit and government accounting while fulfilling all the reporting requirements of your organization. You customize the system for your organization's needs – specify the account structure you need so data you enter may be reported the way you need. *AccuFund* uses an intuitive interface making it easy for new staff to become familiar with the system. User productivity features such as at-a-glance cash balances by bank contribute to your accounting staff's efficiency. When users need information, the report writer makes it easy to give them what they need, and delivery can be direct from the system to the user through your Email, saving you time and resources.

What this means to you is high-speed performance and low maintenance costs.

A standard toolbar is provided to give you quick access to your day-to-day functions. Tool tips (balloon help) are provided on each field. Property sheets (tabbed folders) are used so all information is available in a concise and easily attainable manner.

General Ledger

The General Ledger is the repository for all financial information in the *AccuFund* system. Create any account structure that matches your requirements. Use up to 256 alpha-numeric characters and any number of segments in your account number. The system provides automatic due to / due from accounting to keep all funds in balance. The General Ledger component can:



All modules are easy to access through icons on the AccuFund Toolbar

True Windows® Environment

AccuFund is built using the latest Windows technology. Designed to work on any Windows 95 / 98 / NT / 2000 or ME system, AccuFund takes advantage of all features and capabilities provided by these systems.

- ✓ Classify your accounts to easily produce your FASB, GASB and other financial statements
- ✓ Manage all multi-fund, multi-fiscal period activity
- ✓ Automate your year-end processes.
- ✓ Track all budget, actual, encumbrance and memo journal entries
- ✓ Keep an unlimited number of years of information on-line, and enter transactions to any year and date you wish

With AccuFund all of the following components are included in the Core system without having to pay extra.

General Ledger
Financial Report Writer
Accounts Payable
Cash Receipting
Bank Reconciliation
System Security
Forms Designer
Data Imports and Exports
Dynamic Elements

Accounts Payable

The Accounts Payable component tracks and pays all your bills. You enter your invoices and manual checks only once. The system automatically posts the resulting accounting entries to the proper accounts. Included is a custom forms designer so you can produce laser checks which include your logo, MICR check coding and other unique information. Also included:

- ✓ Unlimited number of bank accounts
- ✓ Manage each bank account on a cash basis even though the accounting is accrual based
- ✓ Integrated with the bank reconciliation for all

- checks that have been produced
- ✓ Easy-to-use mark bills for payment process to visually see the invoices you will be paying and their affect on your cash balance
- ✓ Separate check functionality
- ✓ Specify amount of each invoice to include for 1099 reporting
- ✓ Integrated with the forms designer, allowing you to design your checks to your specifications

Financial Report Writer

The Financial Report Writer component allows you to produce specialized financial presentations required by your management, board and granting agencies. Other features of this component:

- ✓ Includes a “Drill” function with ability to look at source accounts and transactions under any data cell
- ✓ Include year-to-date, period-to-date, range amounts and inception-to-date balances
- ✓ Define custom headings, columns and rows
- ✓ Use of Classification system allows accounts to be presented and summarized in different ways on various reports
- ✓ Produce required FASB or GASB reports internally direct from the system
- ✓ Include graphical elements, images, lines, etc. in produced report
- ✓ Produced reports can be saved into a spreadsheet for further analysis

Cash Receipts

The core *AccuFund* suite includes a Cash Receipts component to record cash being received by your organization. Each transaction can be distributed to as many revenue or receivable accounts as necessary. The system records the offset to undeposited cash, maintaining proper separation of receipt and deposit functions. The Cash Receipts component is integrated with Accounts Receivable and Utility Billing if installed. Deposits are recognized in the Bank Reconciliation component, providing a complete bank account reconciliation. The component utilizes the Forms Designer, providing all necessary reports.

Bank Reconciliation

The Bank Reconciliation component provides full reconciliation of all *AccuFund* bank accounts. All checks and deposits are combined in a single, simple to use system. Also provided in this component:

- ✓ Prior reconciliations may be kept indefinitely for review and reporting
- ✓ Any fees or interest earned may be recorded at the time of reconciliation
- ✓ You may mark a numerical range of checks to

Who is AccuFund?

AccuFund, Inc. specializes in software for the not-for-profit and government accounting market. AccuFund has over 800 clients utilizing software components developed over the last 6 years. The principals of the company have been involved with accounting software for the not-for-profit and government market for years, working with some of the largest providers in the market, as staff, resellers and software users. Their forty years of combined experience in the fund accounting market along with a team of supportive resellers gives AccuFund, Inc. a strong foundation to develop software specifically for nfp and government users.

simplify the reconciliation of a large group of checks

- ✓ As you mark checks and deposits individually, you will see where you are in comparison to the bank statement

System Security

The System Security component gives you control over who has access to the various functions within the *AccuFund* accounting system. Each user is assigned a unique identifier and password. You designate individual access to Accounts Payable, Accounts Receivable or even a specific function within those components. For data entry screens the system administrator may define read, write and delete capabilities to each user.

Forms Designer/Data Export

Integrated into all components of the *AccuFund* system is a forms and report designer. Use the standard reports as a starting point, copy and change

Activity Date	Reference	To or From / Description	Payment or Debit *	Deposit or Credit
2/28/2001		Service Charge	50.00	
2/28/2001		Adjustment		12.00
3/5/2001	0000004	Adjustment		506.50
4/1/2001	0000105	Deposit	3,000.00	
7/23/2001	0000101	Check	30.00	
7/31/2001	0000102	Check	10.00	

Current Balance:	1,557.75
Unpaid Bills:	-1,529.20
To Deposit:	19,215.00
New Balance:	22,301.95

The Register gives you a view of the status of each bank account

the reports to match your specific needs. When designing forms you have access to:

- ✓ All fonts installed on your system
- ✓ Any graphical image such as a logo or other image
- ✓ Lines, boxes and shading
- ✓ Any report can be used as a basis for exporting data to Excel, CSV, or text files

Data Import

The Data Import component consists of a series of wizards that let you import data into the **AccuFund** accounting system. Each wizard steps you through choosing the source file for the import, the columns in which the data is located and then imports the data. Some of the features included in the data import wizards are:

- ✓ Support for all common interface formats including fixed field, comma delimited and spreadsheet formats
- ✓ Each wizard “remembers” how and what you last imported. The next time you need to import the same information, it’s all setup and ready to go

Additional AccuFund Components

Additional components are available for the **AccuFund** accounting system. These components extend the capability of your accounting system in specific ways.

Accounts Receivable/Inventory

The Accounts Receivable component manages all receivable activity for your organization. Invoices are tracked as open items so as payments are received you can apply them to the appropriate invoice. In addition, the following features are also available:

- ✓ Third party billing capability, clients maintained separately from customers
- ✓ Integrated with Inventory for stock checking and order processing
- ✓ Stock levels are automatically adjusted in real-time for accounts receivable sales
- ✓ Internal forms designer so can design invoices to look the way you want
- ✓ Automatic integration with the General Ledger

Allocations

Many organizations need to allocate expenses to departments and programs to record the true cost of providing services for reimbursement purposes. The AccuFund Allocations component provides the tools for an organization to distribute costs based on labor, hours worked or other basis. The Allocations component may be used to charge fixed rate allocations for costs like fringe benefits and overhead. The Allocations component may also be used to allocate revenue and expenses for endowments.

Fixed Assets

The AccuFund Fixed Assets component is designed specifically for use by non-profit and government agencies. It is integrated with the Accounts Payable module, allowing detail asset information to be entered as part of the invoice entry process, or it may be entered separately through the Fixed Asset system directly.

The screenshot displays two windows from the AccuFund software. The top window is titled 'PURCHASE ORDER' and contains fields for Vendor (Advantage Laser Products), Order Date (12/15/2001), and various dropdown menus for Department, Ship Method, and Terms. The bottom window is titled 'Requisitions' and contains a table with the following data:

Requisition	Date	Vendor	Description	Amount
2	11/9/2001	[2] AccuFund, Inc.	software	3,000.00
5	12/4/2001	[1] Advantage Laser Products	Toner Cartridge	45.00

With the Requisition module installed, the Purchasing Agent may drag and drop requisitions from the requisition onto the purchase order.

Human Resources

Human Resources is available with the Payroll module or separately if the organization utilizes an external payroll service. AccuFund HR is a tool box for the Human Resources department allowing it to define the fields they need to track including a history of changes and multiple instances.

Payroll

Payroll is an important function in every organization. If your needs include labor distributions, fringe expenses to follow labor, accrual balance checking on the fly, multiple rates per employee, and direct deposit to multiple banks the AccuFund Payroll module is for you.

Beyond this functionality your payroll clerk will appreciate how easy it is to enter time and see the calculation results right on the screen. No more wondering what the impact will be on the check; see it immediately on the screen to ease payroll-day headaches.

Purchasing/ Inventory

The Purchasing and Inventory component manages your purchasing and in-house inventory needs. The system will track inventory and non-inventory purchasing, inventory levels, and departmental issues. If your organization also sells stock items, the inventory add-on is available from the Accounts Receivable component. Additional features of this component are:

- ✓ Internal forms designer allows you to design purchase orders to include the information you require for ordering
- ✓ Real-time update from receiving function
- ✓ Automatically maintains encumbrance entries
- ✓ Integrated with Requisition component and allows consolidation of multiple requisitions into a single purchase order

Requisition Management

Many organizations need to maintain expense control, but cannot because of the difficulty in managing the flow of requests for supplies and materials. The Requisition Management component allows you to manage the request process electronically from initial request to purchasing. The requisition component includes the following features:

- ✓ Multiple levels of approval
- ✓ A requisitioner may be in more than one approval hierarchy
- ✓ An approver may approve more than one hierarchy tree
- ✓ Approvers may add comments to approved as well as disapproved requisitions
- ✓ After final approval, the module may be set to automatically generate Purchase Orders.



Annual Phone Support / Maintenance

Support/Maintenance and Enhancements is available for 25% of the current purchase price of all licensed software. You may make unlimited calls to our toll-free number available from 9:00 a.m. EST to 5:00 p.m.

PST Monday through Friday to resolve issues and problems with the software. Maintenance provides access to all enhancements and improvements to the product. Annual maintenance and phone support are required for the first year.

Safety of Your Data

AccuFund, Inc. knows your data is important. Nothing is better than a routine back-up process to make sure you can recover your data in case of an emergency. AccuFund helps you with this by insuring the integrity of your data during posting. The software uses *transaction framing with automatic rollback* to help insure the integrity of your data.

System Requirements

The *AccuFund* system utilizes technology designed to be easy on your budget. In many cases, if your hardware system was purchased in the last several years it will still satisfy the system requirements.

Server Requirements

For the Server, *AccuFund* will operate on Novell, Windows NT4.0, Windows 2000, Windows XP and Linx. The hardware requirements depend on the number of applications running on the server, type of operating system, size of organization, number of users, and components utilized on the server. If *AccuFund* will be the only application running on a server, it should be at least a Pentium III[®] 500 with 256MB of RAM and 9 GB of disk space.

Workstation Requirements

The workstations may be operating Windows 98, ME, 2000 and XP. The hardware should be Pentium III - 500mhz with 128 MB of RAM depending on operating system and other factors. *AccuFund* will also operate in a Microsoft Terminal Services or Citrix environment if you would prefer to minimize network traffic.

Assistance

The *AccuFund* Accounting Suite is supported by authorized resellers throughout the country. Every reseller is experienced with accounting software, the specific needs of government and nonprofit organizations and has been specifically trained by AccuFund, Inc. in the setup of *AccuFund* and training of an accounting department staff. The consultant assigned to work with you will develop an implementation and training plan specific to your timing, staff needs and project completion requirements.

Learn More About AccuFund

For a demonstration, additional information or the reseller nearest you, please contact us by email at sales@accufund.com or call 877-872-2228 Ext 215
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