

Payroll

AccuFund Onsite

A Better Way to Process Payroll

The AccuFund Payroll module is the backbone of AccuFund's Human Resources Management Suite (HRMS). The Payroll module empowers your agency to process payroll efficiently and accurately.

As an integral part of AccuFund's Accounting Suite, the Payroll module ensures the proper handling and posting of payroll data. It also optimizes the use of payroll data in the overall management of your government or nonprofit agency.

Payroll Online Version

Looking for the cloud online version of this module?

[Show Me the Online Version](#)

Employee 1/01/2020-1/15/2020 EFT
Earnings Taxes Deductions Net

☒ Show period

Source	Earning	Client	Position	Memo	Distribution	Account	1/1 Wed	1/2 Thu	1/3 Fri	1/4 Sat
Opr	Hourly	<none>	Accounting Cle		EHS	001 000 7010 00 Hourly	6.40	6.40	6.40	
Opr	Salary	<none>	<none>		Employment V	001 000 7000 00 Salary	8.00			
Opr	Hourly	<none>	Accounting Cle		Housing	002 000 7010 00 Hourly	1.60	1.60	1.60	

Keep Your Data Organized and Up to Date

AccuFund's Payroll module puts the payroll data your agency needs at your workers' fingertips. Employee payroll data—including earnings rates, taxes, deductions, and benefit accruals—are entered on the employee record and important documents can be stored right along with it.

The AccuFund Payroll module tracks detailed time sheets for each employee and every payroll period, including earnings distributed by department or project, pre-tax deductions, taxes, post-tax deductions, non-payroll earnings, employer costs, and accruals. Payroll staff can view and

process time sheets the moment they're entered.

Although you can import timesheet data from any source, or even input manually, integrating Payroll with AccuFund's Timekeeping options will improve accuracy and efficiency.

And, of course, AccuFund's payroll system is continuously updated to ensure compliance with all major tax changes—helping ensure that your organization remains in compliance. Federal 941 and W-2 processing wizards are built in, or you can choose Payroll Tax and Year-End Processing services integrated with AccuFund.

Enjoy Features and Functionalities Designed with You in Mind

As a complete payroll solution, AccuFund's Payroll module is uniquely capable of meeting the complex needs of government and nonprofit payrolls. Robust functionalities empower your payroll workers to:

- Split direct deposit in multiple ways, or go with a partial direct deposit plus a net check.
- Make adjustments on screen, such as running multiple payrolls per period for special pays.
- Enjoy unlimited reporting capabilities, as well as check format options, through the flexible Report Writer tool.
- Base your run calculations on calendar year, fiscal year, and employee anniversary date.
- Record and track non-payroll taxable benefits for W-2 purposes.
- Other popular features include unlimited earnings codes, unlimited deductions, and unlimited accruals.

Update employee [103 - Foster I. Grant]

EMPLOYEE

- ADDRESS
- PHONE NUMBERS (2)
- CONTACTS (1)
- EMPLOYEE POSITIONS
- DISTRIBUTION
- TIMECARDS (2)
- IMAGES (3)**
 - EARNINGS
 - REDUCTIONS
 - TAXES
 - DEDUCTIONS
 - ACCRUALS
 - EMPLOYER SHARE
 - GENERAL

#	Description
1	Image 1
2	Image 2
3	I9

Department of Homeland Security
U.S. Customs and Border Protection

Employment Eligibility Verification

Please read instructions carefully before completing this form. The instructions must be available during completion of this form. ANTI-DISCRIMINATION NOTICE: It is illegal to discriminate against work eligible individuals. Employees CANNOT specify which document(s) they will accept from an employee. The refusal to hire an individual because of future expiration date may also constitute illegal discrimination.

Section 1: Employee Information and Verification. To be completed and signed by employee at the time employment begins.

First Name: Last: Middle Name: Maiden Name:

Address (Street name and number): Apt. #:

City: State: Zip Code: Social Security #: Date of Birth (month/day/year):

I am aware that Federal law provides for employment and/or fines for false statements or use of false documents in connection with the completion of this form.

I attest, under penalty of perjury, that I am one of the following:
☐ A citizen or naturalized citizen of the United States
☐ A lawful Permanent Resident in the U.S.
☐ An authorized temporary worker in the U.S.
 (Check one in column #1)

Employee's Signature: Date (month/day/year):

Preparer and/or Supervisor Certification: (To be completed and signed by supervisor if the supervisor is not the employee's direct supervisor, then the supervisor must be a person who has direct supervision of the employee and is not the employee's direct supervisor.)

Preparer/Supervisor's Signature: Title: Date (month/day/year):

Address (Street name and number): City: State: Zip Code: Date (month/day/year):

Section 2: Employer Review and Verification. To be completed and signed by employer. The employer must use a CBP employee who is assigned to the U.S. and has been trained in the use of this form, and must be the employer's representative.

Document: Last A: OR: Last B: AND: Last C:

Issuing Authority: Date of Issue: Expiration Date (if any):

Document: Last A: OR: Last B: AND: Last C:

Issuing Authority: Date of Issue: Expiration Date (if any):

Section 3: Updating and Reverification. To be completed and signed by employer.

A. New Hire (if applicable): B. Date of rehire (month/day/year) (if applicable):

C. Employer's previous grant of work authorization has expired; provide the information below for the document that substantiates current employment eligibility.

Document Title: Document #: Expiration Date (if any):

I attest, under penalty of perjury, that to the best of my knowledge, this employee is eligible to work in the United States, and if the employee presented documents, the documents have appeared to be genuine and to relate to the individual.

Signature of Employer or Authorized Representative: Title: Date (month/day/year):

Business or Organization Name: Address (Street name and number): City: State: Zip Code: Date (month/day/year):

NOTE: This is the last editor of the form - that has been submitted with a completed grant to verify the record retention time for this form and its.

Maximize Performance with a full HRMS

The Payroll modules stands on its own, but can be a part of AccuFund's complete Human Resources Management System that can include the following components:

- Timekeeping—Employee Time Entry, Physical Time Clocks, and Mobile Soft Clock Applications round out a complete set of options.
- Human Resources—This module provides all personnel information in addition to what's available in Payroll. Additionally, it can track the history of changes to a record and multiple "instances," such as employee reviews, education, certifications, and language skills.
- Web Portal - Empower employees to manage time, self-service, leave requests, and provide access to other non-payroll modules, reports and dashboards.
- General Ledger—Like all AccuFund Accounting Suite components, Payroll updates the General Ledger on a real-time basis.
- Reports/Forms Designer—Customize reports and forms with graphics, text, and form fields.

Customize Reports and Forms to Suit Your Needs

A variety of modifiable report and form templates are included with the module to meet your organization's specific reporting needs. Standard templates include:

- Payroll Check Form

- Payroll Employee Report
- Payroll Time Documents
- Payroll Preliminary Register
- Payroll Final Register
- W-2s
- Automatic Generation of Quarterly 941A and B
- ACA Tracking and Reporting

Let's Get Started

AccuFund supports your mission with a full suite of financial management applications for nonprofit and government organizations. To learn more and arrange a demo, contact AccuFund at 877-872-2228 or sales@accufund.com or visit www.accufund.com.

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