

Nonprofit Financial Operations Improvement Specialists - Solutions for Nonprofits

Benefits of Working with AccuFund

AccuFund brings you the best total solution for your nonprofit financial operations. Our experience provides a solution that:

- ✓ Includes experienced consultants that understand your specific needs and will work with you in tandem before, during and after your investment
- ✓ Makes your reporting more efficient, easily get the reports you need for internal and external requirements
- ✓ Improves transparency and departmental access to data
- ✓ Makes it easier to cross train employees among functions
- ✓ Includes tight integration reducing re-entry of data and chance for errors

Straight-Forward & Flexible Design

The heart of our solution is the *AccuFund* accounting software suite, developed specifically for not-for-profit accounting. The software has a straight-forward design, allowing ease of use while internally fulfilling your organization's reporting requirements. We implement the system, based on the specific account structure you need to ensure your data is reported in the multiple formats you require.

AccuFund further enables you to drill down to individual transactions on Financial and General Ledger reports, and it

The core *AccuFund* system includes the following modules:

- General Ledger
- Financial Report Writer
- Dashboards
- Accounts Payable
- Cash Receipting
- Bank Reconciliation
- System Security
- User Security
- Forms Designer
- Data Imports and Exports
- Document and Image Scanning
- EFT payments and cash receipting

Why AccuFund?

- ✓ Currently serving more than 1,000 clients.
- ✓ Specializes in financial operations improvement for not-for-profit organizations.
- ✓ Utilizes state-of-the-art software combined with consultants with experience in nonprofit financial systems.
- ✓ Company's principals have fifty years of combined experience in nonprofit financial solutions, the majority spent with some of the largest accounting software providers and resellers in the not-for-profit market.
- ✓ AccuFund understands its customers and their needs, environment and responsibility to their constituents.

offers tremendous flexibility by providing chart structure capabilities with up to 255 characters in 99 segments.

The complete yet affordable *AccuFund* system has an intuitive interface that allows you to become familiar with the system quickly and easily. User productivity features such as at-a-glance cash balances by bank contribute to improving your staff's efficiency. When end users need information, the Financial Report Writer delivers it direct from the system to the user via print, Email, or spreadsheet export saving time and resources.

Windows® or

Managed Cloud Environment

AccuFund responds to customers' needs by offering the flexibility of multiple platform support and customizing the software for their environment.

The AccuFund solution can be deployed either on-site or as a managed cloud solution depending on the requirements and situation of the specific client.

- ✓ Features standard toolbar for quick access to day-to-day functions.
- ✓ Includes tool tips (balloon help) in each field.
- ✓ Provides property sheets (tabbed folders) that store data in a concise and easily attainable manner.

General Ledger

The repository for all financial information in the *AccuFund* system.

- ✓ Automatic due to/from accounting – keep all funds/grants in balance
- ✓ Customize account structure using up to 255 alphanumeric characters in up to 99 segments/elements
- ✓ Classify/tag accounts for easy assembly of FASB and other financial statements
- ✓ Manage all multi-fund, multi-fiscal period activity
- ✓ Automate year-end processes
- ✓ Track all budget, actual, encumbrance and memo journal entries
- ✓ Keep information online indefinitely and enter transactions to any year subject to closed priors

and transactions under any data cell

- ✓ Import year-to-date, period-to-date, and range amounts, and inception-to-date balances
- ✓ Customize headings, columns and rows
- ✓ Classify accounts for presenting and summarizing in different ways
- ✓ Use graphical elements, images, lines, etc. in your report
- ✓ Save reports in a spreadsheet for further analysis

Cash Receipts

- ✓ Record cash received, distributing to as many revenue or receivable accounts as necessary.
- ✓ Separate receipt and deposit functions
- ✓ Integrate with Accounts Receivable, Loan Tracking and Utility Billing

- ✓ Ensure deposits are recognized in the Bank

Reconciliation module for a complete bank account reconciliation

- ✓ Utilize the Forms Designer for creating reports

Bank Reconciliation

- ✓ Combine checks and deposits in a single, easy-to-use system for full reconciliation of all *AccuFund* bank accounts
- ✓ Store prior reconciliations for review and reporting
- ✓ Record fees or interest earned
- ✓ Select numerical check ranges for simplifying reconciliation of large groups of checks
- ✓ View status in comparison to bank statement as each check and deposit is marked off

System Security

- ✓ Control who has access to the various modules in *AccuFund*, designating access to only specific functions within a component, if necessary
- ✓ Assign a unique name and password to each user
- ✓ Enable system administrator to define each user's read, write and delete capabilities in the data entry screens.

Forms Designer/Data Export

AccuFund gives clients control of the reporting process. The Report and Forms Designer is integrated with all modules in the *AccuFund Accounting Suite*. The report writer includes three components, a columnar report writer for quick ad hoc reporting, the standard report writer for production reports, and the forms designer for checks, invoices, labels and other required forms. The report writer allows users to:

- ✓ Copy and change forms to your specific needs using standard templates
- ✓ Use your system's fonts, any graphical image, lines, boxes and shading, and any report for exporting data to Excel, CSV or text files
- ✓ Email reports to users

Vendor	Amount	Invoice Date	Invoice	Type	Lookup	Description	Activity L
11Time	123.00	1/01/2005		<none>		Miscellaneous Supplies	1/01/
Colorado Custom Decks	500.00	11/20/2005	12356	Invoice	4		11/20/
Colorado Department of I	25.00	2/28/2005	2005-02	Invoice	5	February citation disburse	2/28/
Colorado Custom Decks	4,000.00	10/15/2005	4557	Invoice	4	New Deck	10/15/
Colorado Custom Decks	1,000.00	11/01/2005	4567	Invoice	4	New back deck	11/01/
AccuFund, Inc.	10,000.00	10/15/2005	78978	Invoice	2	Computer Software	10/15/
Colorado Custom Decks	650.00	1/21/2005	F1200	<none>	4	Furniture	1/21/

AccuFund "Browse" windows allow each user to view the data most important to them, and they can customize the view of the data. This also is the starting point for *AccuFund* "Quick Reports" which provide the same data on a report or export.

Accounts Payable

- ✓ Track and pay all your bills, inputting invoices and checks only once for automatic posting to all appropriate accounts
- ✓ Create laser checks with your logo, MICR check coding and other unique information with the custom forms designer
- ✓ Manage an unlimited number of bank accounts
- ✓ Manage each bank account on a cash basis even though the accounting is accrual based
- ✓ Integrate with the bank reconciliation
- ✓ Mark bills for payment processing and view the resulting cash balance
- ✓ Specify amount of each invoice to include in 1099 reporting

Financial Report Writer

- ✓ Produce specialized financial presentations
- ✓ Use "drill-down" function for viewing source accounts

Data Import

Wizards guide you through importing data to *AccuFund*, from the first step – choosing the source file and the columns in which the data is located – to the last. Data imports wizards also:

- ✓ Support all common interface formats, including fixed field, comma delimited and spreadsheet formats
- ✓ Remember multiple templates, so the import definition is setup and ready to go the next time you need to import.

Additional Components —

Extend AccuFund's Capabilities

Not every client has the same financial software requirements. AccuFund's skilled consultants will make sure you only purchase the solution that is right for you. Any of the following modules may be added as required.

Accounts Receivable/Inventory

- ✓ Manage all receivable activity, tracking invoices as open items so you can apply payments as they are received.
- ✓ Third party billing capability, maintaining clients separately from customers
- ✓ Integration with Inventory for stock checking and order processing
- ✓ Automatic integration with the General Ledger

Allocations

- ✓ Allocate expenses to departments and programs
- ✓ Distribute costs based on labor, hours worked, etc.
- ✓ Charge fixed rate allocations for costs such as fringe benefits and overhead
- ✓ Allocate revenue and expenses for endowments

Fixed Assets

- ✓ Maintain asset information
- ✓ Integrate with Accounts Payable to allow detailed asset

The *AccuFund* system includes the following benefits as part of the core system:

- ✓ Industry standard database options - Microsoft SQL Server or Sybase ASA database included with software for all levels of users.
- ✓ Implementations done right—benefit from a specifically designed implementation by consultants experienced in working with nonprofits.
- ✓ MICR check encoding for check production—Use blank-stock checks, saves money and reduces the chance for fraudulent checks.
- ✓ All modules include easy export to Excel making it easier for staff to perform needed analysis with less change if coding errors.
- ✓ Memorized imports make it fast and easy to import from Excel or a text file in all modules.
- ✓ Easily modify reports for your specific needs with the report and forms designer included in core system
- ✓ Save mailing costs and improve service with Direct Deposit/Electronic Payment in Accounts Payable as well as Payroll.
- ✓ Secure your payment process with positive-pay and electronic reconciliation.

information to be entered as part of the invoice entry process.

Human Resources

A tool box for the HR department

- ✓ Define the fields that need to be tracked, including a history of changes and multiple instances.

- ✓ Purchase with or without the Payroll module

Payroll

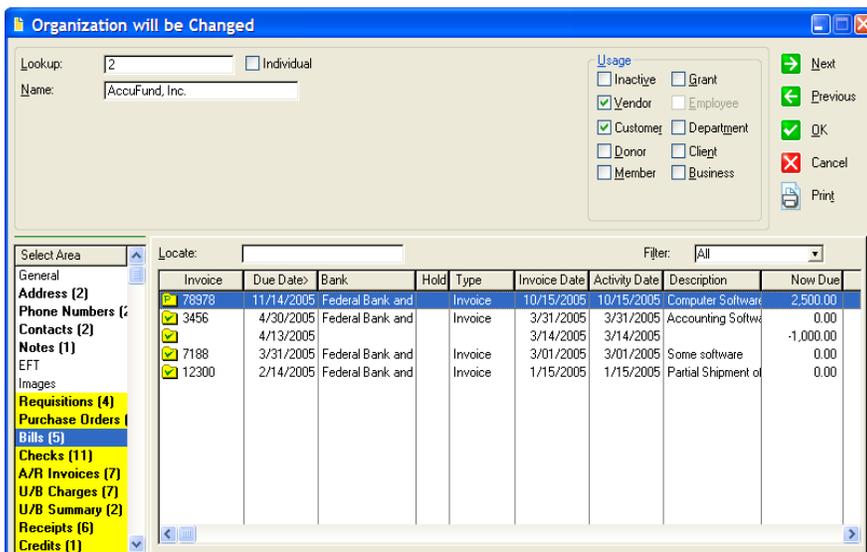
- ✓ Organize labor distributions, fringe expenses associated with labor, accrual balance checking on-the-fly, multiple rates per employee, and direct deposit to multiple banks

- ✓ Enable your payroll clerk to enter time and immediately see the calculation results on the screen.

Employee Portal

Provide employees web access to the system including:

- ✓ Financial dashboards and reporting



AccuFund utilizes one table for all types of organizations with which you do business. At a glance you can look at the history and "drill-down" to the detail.

- ✓ Enter their timesheets
- ✓ Approval staff timesheets
- ✓ Make requests to HR during open enrollment periods
- ✓ Get the latest employee news and announcements

Purchasing/Inventory

- ✓ Manage your purchasing and in-house inventory needs
- ✓ Track inventory and non-inventory purchasing, inventory levels, and departmental issues.
- ✓ Utilize the inventory add-on available through Accounts Receivable if your organization also sells stock items.
- ✓ Obtain real-time updates from receiving function
- ✓ Integrate with Requisition module to consolidate multiple requisitions into a single purchase order.
- ✓ Save data entry time in AP as information is transferred to the AP bill

Requisition Management

To maintain expense control

- ✓ Manage the flow of requests for supplies and materials and process requests electronically from initial request to purchasing.
- ✓ Establish multiple levels of approval
- ✓ Permit approvers to add comments to both approved and disapproved requisitions

Travel Management

Manage employees travel requests from the point of approval through reconciliation. At completion of the trip, the module automatically creates Accounts Payable bills and Accounts Receivable invoices as required. The system allows easy reconciliation with the General Ledger reducing costs at audit time.

Work Orders

If your organization needs to track requests for services for either internal or external constituents, the **AccuFund Work Order** module is for you. The module is flexible allowing it to be used for general constituent requests, fixed asset repair management and utility billing needs. Besides the requests, it also tracks human and physical assets assigned to each work order and tasks completed.

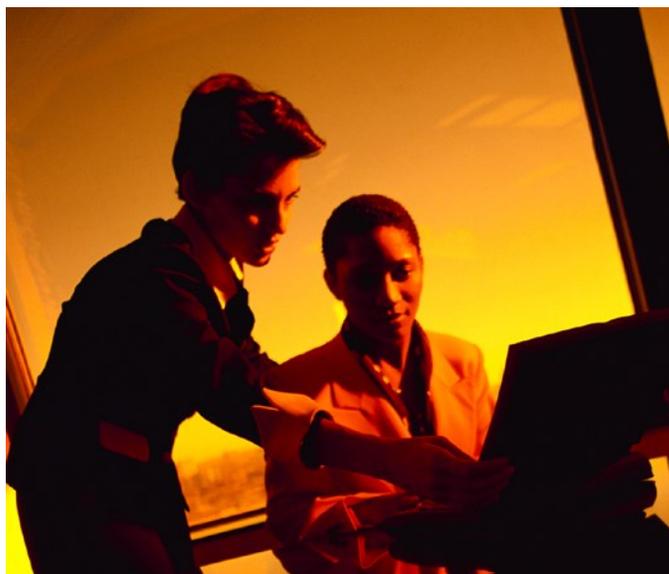
Loan Tracking

Loan Tracking is a complete loan management system designed for organizations managing a revolving loan fund, providing loans to business for economic development purposes, individuals for housing and micro-loan programs.

Safety of Your Data

AccuFund ensures the integrity of your data. The Accounting Suite utilizes your choice of MS SQL Server or the

Adaptive Server Anywhere (ASA) database from iAnywhere, Inc., a SAP company. By using *transaction framing with automatic rollback* during every posting, AccuFund makes sure your data posts correctly for every entry. You never have to worry, if something like a power outage interrupts the process, the database will be returned to the



position it was in prior to the last posting. Integrated back up functionality makes sure there is always a backup ready.

Annual Phone Support /Maintenance

Support/Maintenance and Enhancements are available for 25% of the purchase price for on-premise licensed clients, it is included in the fee for the SaaS/cloud solution.

- ✓ Make unlimited calls to our toll-free number from 9:00 a.m. EST to 7:00 p.m. EST, Monday through Friday.
- ✓ Gain access to all product enhancements.

To help you maximize your success, annual maintenance and phone support are required for the first year.

Implementation Success

The **AccuFund** Accounting Suite is available through a nationwide network of strategic partners. Each partner has extensive training in the AccuFund solution and experience with the specific needs of nonprofits. Your consultant will develop a detailed and personalized success plan including implementation, training and a one to one consulting plan specific to your timing, staff needs and project completion requirements.

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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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