Sage Fund Accounting | Overview

Sage Fund Accounting Module Overview

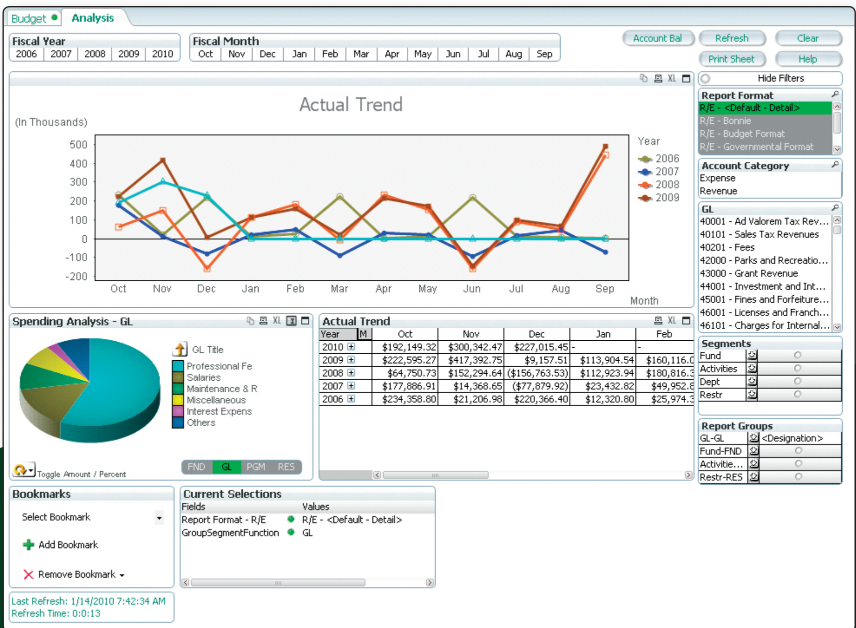
Award-winning Sage Fund Accounting (formerly MIP) is the financial management solution preferred by nonprofit and government organizations for planning and managing budgets, quickly producing accurate reports, maximizing grants, and streamlining human resource management and reporting. The modular structure of Sage Fund Accounting gives you the freedom to build a system that is customized to your specific needs today while maintaining the flexibility to add modules as your organization changes.

All Sage Fund Accounting modules build on the General Ledger. Featuring a flexible, divsional chart of accounts, a built-in check writer, and a complete financial report writer, the General Ledger operates in harmony with the Sage Fund Accounting modules for a complete accounting solution. The General Ledger tracks cash receipts, cash disbursements, journal vouchers, and other types of financial transactions.

With the powerful report writer, users can easily create customized financial statements, such as statements of budgeted revenue, expenditures, and cash flows. The report writer offers more than 100 standardized reports, including FASB/GASB-compliant reports, which can be printed directly or customized. And now, Sage Auto Update will make having the most current updates fast and easy.

Accounts Payable

Set up, track, and report on payable accounts with the Accounts Payable module. Centralize vendor information, including contracts and purchase agreements, and automate your 1099 production. You can pay vendors from multiple cash accounts. Accounts Payable transactions simultaneously update vendor accounts and the General Ledger, and enable you to view payments by vendor throughout the system.



Solutions

- Accounts Payable
- Accounts Receivable Reporting
- Accounts Receivable Billing & Sales Order Entry
- Advanced Security
- Allocations Management
- Bank Reconciliation
- Budget
- Data Consolidation
- Data Import/Export
- Direct Deposit
- Electronic Fund Transfer for Accounts Payable
- Electronic Requisitions
- Employee Web Services
- Encumbrances
- Executive View License
- Fixed Assets
- Forms Designer
- GASB Reporting
- General Ledger
- Grant Management
- HR Management
- Inventory Control
- Multicurrency
- Payroll
- Purchase Orders
- Scheduler
- Visual Analyzer

The Visual Analyzer module gives you fast access to the critical financial information you need to identify risk, develop effective strategies, and make timely, informed decisions for optimal organizational performance.

PRODUCT BENEFITS

- Designed specifically to handle the sophisticated needs of nonprofits and governments, and has been for more than 30 years.
- The unique report writer makes it simple to report on data directly out of the system.
- Experience technology leveraged to make a complete accounting tool that is efficient and intuitive.
- Grants, endowments, and other funds are simplified with powerful tracking and management tools.

Accounts Receivable Reporting, Billing and Sales Order Entry

Maintain customer information and manage receivables with the Accounts Receivable Reporting module. It provides comprehensive tracking of your customers, donors, and other funding sources and their receivables. Accounts Receivable Billing builds on these capabilities, enabling you to create invoices, payment requests, receipts, and account statements. Invoice as often as you need with custom billing cycles. Or use the powerful one time billing engine with complete order processing and fulfillment tracking.

Streamline cash or on account entry for customer orders and easily record sales transactions. And you can use the flexible report writer and inquiry tools with the system to check on back orders, quotes, unfulfilled orders,customer returns, and more!

Advanced Security

Allow managers to monitor their own budgets in real-time without exposing other budgets while also reducing demands for reports and protecting confidential information. Premium security with field level encryption is also available as an option within this module.

Allocations Management

Quickly and easily calculate, review, and generate allocation entries to ensure compliance using the Allocations Management module. Allocations can be performed on virtually any cost, revenue, or investment at the program, fund, or grant level—or a combination of these segments—at one time with advanced calculation options. General Ledger entries generated by the Allocations module can easily be recalled for review, and reports allow you to view the impact of the allocation prior to accepting it. Automated allocation parameters allow you to perform your complicated allocations in a single mouse click with accuracy and consistency.

Bank Reconciliation

Reconcile multiple cash accounts and improve cash management by monitoring balances and transactions with the Bank Reconciliation module.

Budget

Expedite the creation, recording, and tracking of available budget for grants, programs, and departments with this powerful planning, compliance monitoring, and reporting tool. Easily create an unlimited number of customized budgets simultaneously or individually for any timeframe, including multiple year budgets, through direct entry or simply copy/paste from external spreadsheets.

Enforce budget controls by checking for available budget with a single click during transaction entry. Advanced budget controls let you activate warnings to alert you to potential over-spending. Easily create custom reports on budgets and funding cycles, or use one of the numerous standard reports. Use a variety of tools to estimate future periods and calculate forecasted financial position, and provide "what if" scenario analysis for smart decision-making.

Data Consolidation

The Data Consolidation module makes it easy to generate organization-wide consolidated reports from independent chapters or field offices that use their own Sage Fund Accounting databases to automatically produce aggregate financial statements and generate comparative reports.

Data Import/Export

Eliminate time-consuming duplicate-entry and reduce errors from data entry! Import electronic information to store it centrally in your fund accounting system, or export to common formats such as Microsoft Excel, HTML, and others. Data Import/Export facilitates the transfer of information such as general ledger entries from outsourced payroll, cash receipts from other systems, and accounts receivable transactions from specialized billing systems into Sage Fund Accounting.

Direct Deposit

Exercise more control over payroll disbursements while giving your employees the convenience of electronically deposited pay. Allow your employees to deposit pay into multiple bank accounts, including both checking and savings account types.

Electronic Funds Transfer for Accounts Payable

Save time and improve cash management by controlling when vendor payments are drafted from bank accounts, and save money by reducing postage and check stock costs with the Electronic Funds Transfer module.

Electronic Requisitions

Request, approve, and track requisitions for supplies, expenses reimbursements, and other needs electronically, maintaining strong internal controls and improving the availability of information for pre-purchase decision making with the Electronic Requisitions module. The one-click budget checking tool keeps you within your budgetary constraints by enabling you to review the impact of the current request. Enforce authorization by supervisor, category of goods, or dollar amount thresholds, and receive e-mail notifications of requisition status.

Employee Web Services

Streamline timesheet entry and management while allowing employees and managers flexibility and 24/7 access for self-managing personal data. The entirely web based EWS module fully integrates with HR and Payroll systems while leveraging efficiency, security, and data integrity. Relieve the administrative burden and allow HR to focus on managing your employees.

Encumbrances

Easily reserve funds for planned expenditures or commitments and improve your tracking and compliance for administering and reporting on funds with the Encumbrances module. Include encumbrances in budget and financial reports, budget checking, and inquiry so that you can closely monitor your budget performance.

Executive View License

Give your executives, key directors, and board members access to financial reporting, graphs, and the real-time data they need with Executive View licensing. This special license provides the ability for executives to collaborate in the budget preparation process and frees your accounting staff from running and distributing reports—all without the cost of purchasing full software seats.

Fixed Assets

Track assets, easily calculate depreciation, and automatically generate depreciation and disposal entries in the General Ledger. Maintain detailed asset records with both standard information and additional attributes, including tag number, location, responsibility, warranties, purchase information, last inventory date, and notes. You can quickly enter new assets using the Quick Asset Entry tool when recording purchases in payables or writing checks.

Forms Designer

Customize virtually any printed form, including customer billing statements, check stock, and purchase orders. Easily insert auto-signatures for check authorization or add your organization's logo.

The Grants menu selection provides a full range of tools and management resources for tracking, measuring and reporting.

GASB Reporting

Specifically designed for government organizations, the GASB reporting module includes all the tools needed to easily accomplish the difficult task of producing GASB-compliant reports.

Grant Management

Maximize funding potential and provide transparency at all levels with Sage Grant Management. This web-based grant receiving solution uniquely combines development, contact and financial data to improve grant pipeline management while optimizing success tracking. Strengthen your organization's financial health by increasing grant funding and proactively managing the grants in process.

Human Resource Management

Gain flexibility and efficiency in your HR management and reporting. With HR Management for Sage Fund Accounting, you can make changes in one place for your payroll and HR information and the changes are made throughout your system. Since the HR module is fully integrated to Payroll and GL, you can simplify and streamline your processes while increasing audit and data integrity.

Inventory Control

Maintain complete control over your inventory and internal supplies with easy-to-use inquiry tools. The Inventory Control module features strong internal controls, reporting, and up-to-the-minute verification of available quantities to ensure a smooth flow of goods.

Multicurrency

Maintain and report on an unlimited number of active currencies, rates, and rate types to create and process transactions in any number of currencies with this comprehensive FAS 52 compliant Multicurrency module. Revalue Cash, AP, and AR as often as needed. Enter invoices in one currency and pay in another, and you can produce translated financial statements.

Payroll

Track employee service efforts, easily produce timely and accurate pay, generate fully allocated accounting entries, and keep comprehensive employee records with the Payroll module. The Payroll module facilitates full tax compliance through paper and eFiling options, tax worksheets, summary tax reports, and detailed tax accumulation histories. A range of labor reports let you track, view, and report labor hours. Garnishment functionality is also available utilizing the Human Resources and Payroll modules.

Purchase Orders

The Purchase Orders module combines easy-to-use purchase order entry with strong reporting, integration with Accounts Payable, and seamless receiving functionality for a complete purchasing solution. Speed purchase order entry by using item codes to facilitate the storage of item descriptions, standard quantities, pricing, and account coding. Stay within your budget using the one-click budget check within the system before issuing a purchase order. Flexible processing allows you to print a single purchase order on the fly or process multiple orders simultaneously as a batch.

Scheduler

Automate the reporting process with the Scheduler module. Easily batch reports for board packets and other routine distribution. Print your recurring reports on demand, delivering report data into your choice of file type and e-mail to stakeholders. Now, additional email scheduling capabilities give you the flexibility to automatically email your board reports out without even lifting a finger! The Scheduler also sends you e-mail notifications when it completes scheduled tasks.

Visual Analyzer

With financial dashboards, you have immediate access to the data you need to make tactical and strategic decisions. The Visual Analyzer module provides a graphical, interactive approach to financial data analysis. You can drill up, down, and across accounts to fully analyze cash balances, trends, budgets, and spending ratios in real-time and share visual representations of financial data, making it simple for everyone to understand your financials. This business intelligence tool allows you to identify risk, develop effective strategies, and make timely, informed decisions to keep your organization in the black.

The modular structure in Sage Fund Accounting gives you the freedom to build a system that is customized to your organization's specific needs.

SFAMOVR SPK11-01640/1111

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