



# Not-for-Profit



## *Solutions for improving operational control*

Microsoft Dynamics GP offers integrated capabilities for financial management, project accounting, human resource management, business analytics, and customer relationship management. By delivering deep access to decision-driving information, a rapid return on investment, and expert, dedicated customer service, Microsoft Dynamics GP helps you improve operational efficiency and manage your organization more effectively.

Not-for-profit organizations can also take advantage of Microsoft Dynamics GP integration with industry-specific solutions that help reduce the paperwork and administrative overhead for business processes.

### **Interfund Accounting**

Fund accounting can be a daunting challenge for not-for-profit organizations—transferring balances across accounts is error-prone, and staff can spend too much time juggling manual entry and reconciliation processes. Microsoft Dynamics GP offers Interfund Accounting functionality within Microsoft Dynamics GP InterCompany, ensuring easy management of interfund transfers and the assurance that account balances stay accurate and up to date.

- Get started fast with easy, one-time setup of transfer defaults. Integration across your financial system and automated processes minimize the need for accounting staff to track all related accounts.
- Efficiently transfer funds across accounts, divisions, and companies without the stress of manual entry and reconciliation processes.
- Eliminate worry about missing transactions or posting errors with automatic transaction analysis that confirms fund accounts are balanced. If unbalanced fund entries are found, Interfund Management makes the necessary adjustments that ensure funds have been reconciled.
- Seamlessly integrate with Microsoft Dynamics GP General Ledger to ensure your financial information and processes work in concert and provide you with a complete view of your business.

### **Control Account Management**

When your organization is equipped to manage payables control accounts by segments, you not only save valuable time, but also gain a detailed picture of your finances that lets you meet demanding reporting requirements. Control Account Management functionality within Microsoft Dynamics GP Payables Management enables you to monitor payables at a granular level and eliminate the need to manually reconcile reporting segments.

- Work within a single setup window to select the account segment that will serve as the main reporting segment.
- Define each report segment to represent a cost center, division, program, or fund, and quickly display a breakdown by segment values for your central payables control accounts.
- Eliminate the need to manually reconcile reporting segments with automatic distribution of Accounts Payable to multiple control accounts.
- View a true picture of amounts owed by segment value with the ability to generate Control Account Summary Reports and drill down to segment details.
- Ensure accurate month-end reporting and reduce errors with automatic generation of journal entries that redistribute the balance of the default control account to predetermined segments.

## Encumbrance Management

Manage your budgets more proactively by streamlining reporting processes, reducing the risk of overspending. Create encumbrances to ensure funds will be available when key payments become due.

- *Gain more control over finances:* Flexible checks and balances combined with automatic alerts give you the control you need to manage your organization's specific requirements. Budgetary accounting, combined with encumbrance accounting, helps ensure that your actual expenditures and related commitments do not exceed funds available.
- *Set up encumbrances to suit your organizational needs:* You have the freedom to set up budget validation based on varying criteria such as year-to-date, fiscal period, or yearly budgeted amounts.
- *Increase reporting efficiencies:* Make it easier for your organization to plan ahead and stay on track in your day-to-day transactions. Smooth integration with Microsoft Dynamics GP Purchase Order Processing means you can easily locate and track budget information.
- *Track historical data precisely:* From any point in time, you can access an accurate view of your encumbrances. Track outstanding encumbrances and encumbrance liquidations.
- *Maintain automatic budget checks and balances:* Enter tolerance levels for specific amounts over budget, conduct mass encumbrance approvals, reserve encumbrances, and require passwords for approvals that are more than specified amounts.
- *Utilize budget alerts:* Set up automatic messages to alert designated managers when a purchase order will result in over-commitment of a certain line item.
- *Stay informed with tracking capabilities:* Upon entering transactions, you can immediately trace numbers. You can also track encumbrances on an annual, period, or year-to-date level, with summary or detailed information easily available across a range of accounts.
- *Integrate purchase order approvals:* Approve POs based on the purchase amount, validate the budget available, and encumber purchases for reporting purposes. Provide an additional encumbrance authorization for those purchase order lines that exceed available funds.



### **Commitments**

Track online purchase requisitions as commitments with Microsoft Dynamics GP Requisition Management. Web-based capabilities give you the flexibility you need to tighten budget controls without halting purchase order processes.

- Provide users who generate and authorize online requisitions with automatic alerts when requisitions exceed budget tolerance levels.
- Reduce processing time between submission and approval of online requisitions that fall within tolerance levels.
- Streamline transfer of outstanding online requisitions into a commitment budget.
- Automate the process of adding committed purchases to any of your financial reports.

### **Grant Management**

Accurately track grant costs, remain accountable to your sponsors, and meet specific guidelines and regulations. Microsoft Dynamics GP Grant Management helps ensure budget integrity for every dollar spent and helps you increase your chances of future awards from new and existing sponsors.

#### **Meet the challenges of tracking and reporting grant costs**

Grant Management helps eliminate manual entry processes, reduces the potential for errors, and ensures compliance with automated cost tracking and streamlined transaction processing.

- Reduce manual entry and reconciliation processes with automatic tracking of expenditures to specific grants and programs.
- Receive automatic warnings when you exceed budgets or when transactions are allocated outside of grant timelines.
- Streamline transaction entry and gain flexibility with multiple distribution paths for a single transaction.
- Monitor daily expenditures and specific budgetary controls with inquiry and reporting capabilities.
- Control transactions by General Ledger account, user, project, or by grant start and end dates.



Microsoft Dynamics GP offers integrated capabilities for financial management, project accounting, human resource management, business analytics, and customer relationship management.

#### **Manage budgets with pinpoint accuracy**

By enabling you to manage multiple budgets across grant life cycles, Grant Management helps prevent overspending and frees your organization to focus on the strategic decisions that ensure successful project outcomes.

- Work with flexible capabilities that let you assign multiple projects to a grant or multiple grants to a project.
- Accurately track costs for the entire life cycle of a grant with centralized, easily accessible information.
- Validate transactions against budgets on a period-by-period, grant-to-date, or grant life basis.
- Know your budget status at all times with automatic updating of grants and projects at the time of transaction entry.
- Improve transaction control and decision making with access to online, real-time cost accounting information for managing grants in summary or detail format.

#### **Stay accountable to your sponsors**

The detail and frequency of sponsor-requested reports can tax the resources of any not-for-profit organization. Grant Management delivers the information you need to assure sponsors you are putting funds to the best possible use and complying with regulations.

- Deliver up-to-date grant status information with variance reports that span multiple fiscal periods.
- Choose from standard reports or create specialized reports that summarize information based on grant inception date or ending date.
- Keep summary or detailed grant ID information at your fingertips with fast, easy inquiries.
- Address market-specific budgetary control requirements with advanced reporting capabilities.

## **Microsoft**

© 2006 Microsoft Corporation. All rights reserved. This document is for informational purposes only. MICROSOFT MAKES NO WARRANTIES, EXPRESS OR IMPLIED, IN THIS SUMMARY. Microsoft, Microsoft Dynamics, and the Microsoft Dynamics logo are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.

0306 Part No. XXX

Microsoft Dynamics is a line of integrated, adaptable business management solutions that enables you and your people to make business decisions with greater confidence. Microsoft Dynamics works like familiar Microsoft software such as Microsoft Office, which means less of a learning curve for your people, so they can get up and running quickly and focus on what's most important. And because it is from Microsoft, it easily works with the systems your company already has implemented. By automating and streamlining financial, customer relationship, and supply chain processes, Microsoft Dynamics brings together people, processes, and technologies, increasing the productivity and effectiveness of your business, and helping you drive business success.

Worldwide (1) (701) 281-6500

U.S./Canada Toll Free (1) (888) 477-7989

[www.microsoft.com/dynamics](http://www.microsoft.com/dynamics)