

# MIP Fund Accounting™ and MIP Advance™ Modules

Community Brand's true fund accounting systems – **MIP Fund Accounting and MIP Advance** – are configurable fund accounting solutions that allow you to report and track information most important to you, your board, and your supporters.

Each of these solutions gives you the freedom to build a customized system to meet your specific needs while maintaining the flexibility to add modules as your organization grows.

## Core modules

### General ledger

Track financial information in a way that works best for your organization using a flexible, segmented chart of accounts. General Ledger is the foundational module that tracks cash receipts, cash disbursements, journal vouchers and other financial transactions with an easy-to-use report writer directly within the application.

### Accounts payable

The Accounts Payable module is used to centralize all vendor information and automate Form 1099 production. To help create a streamlined process, your Accounts Payable transactions will simultaneously update vendor accounts and the General Ledger. Reporting is easier, because you can pay vendors from multiple cash accounts.

### Accounts receivable reporting

Accounts Receivable Reporting allows you to track all revenue streams while managing their information.

### Bank reconciliation

Improve cash management by closely monitoring bank balances and transactions using the Bank Reconciliation module.

### Budget

Create an unlimited number of customized budgets for any timeframe, including cross-year budgets; enforce budget control with a single click; and activate warnings when at risk of overspending. Forecast and create “what-if” scenarios to ensure a strong financial position for your organization in the future. See how transactions will affect your outstanding budget in real time, as they are created with a budget view available directly within transaction entry.

### Data import/export

Use the Data Import/Export module to eliminate time-consuming duplicate entry and reduce errors from manual data entry.

Users can also facilitate the transfer of information into MIP Fund Accounting, such as general ledger entries from outsourced payroll or other systems and accounts receivable information from specialized billing systems.

### Forms designer

Make each document coming from your organization look professional, such as billing statements, check stock and purchase orders.

Create custom preferences, such as manager signatures, automatically included on checks under a defined value.

## Payroll and employee management modules

### Payroll

Produce timely and accurate pay for the employees who keep your organization moving forward. Generate fully allocated accounting entries and keep comprehensive employee records using the Payroll module. Stay fully tax compliant with paper and e-filing options for both state and federal forms.

### Direct deposit

Give your employees the convenience of electronically deposited pay, including the option to deposit their pay into multiple accounts automatically with each paycheck.

### Human resource management

Streamline your payroll process by making updates and changes to employee information directly within the Human Resources module. Integration between your payroll and MIP provides quick and easy HR reporting (including ACA, FMLA and EEO) and tax form population. Employee data, including certification, education, review dates and benefit plan adjustments is easily and efficiently tracked.

### Employee Web Services (EWS)

Streamline timesheet entry and provide employees and managers 24/7 web access to their paystub, benefit information and important employee messages. Many timesheet entry preferences are available, including the option to record hours by multiple cost centers. Allow Human Resources teams to focus on managing employees rather than handling mundane information requests.

### Benefit enrollment

Enable your employees to make benefit selections by providing them access to review current benefits and easily make future elections through a self-guided process directly from your Employee Web Services portal.

## Purchasing modules

### Electronic requisitions

Improve the availability of information for pre-purchase decision making with Electronic Requisitions. Review the impact of current requests with our one-click budget checking tool.

Receive notifications via email of status changes to requisition requests. Approve or reject requisitions directly from your mobile device, such as an iPhone or Android device.

### Encumbrances

Easily reserve funds for planned expenditures or commitments and improve your tracking and compliance for reporting. Include encumbrances on financial reports and within the MIP budget-checking tools to measure true budget performance.

### Fixed assets

Track assets, calculate depreciation and automatically generate depreciation and disposal entries in the General Ledger.

Quickly enter new assets using Quick Asset Entry, when recording purchases in Accounts Payable, cash disbursements or Purchase Order.

### Purchase order

This module provides easy-to-use purchase order entry and robust reporting, and is seamlessly integrated with Accounts Payable and Receiving.

## Additional modules

### Advanced security

Promote accountability and reduce fraud risk with Advanced Security organization audit. Simplify the audit process with comprehensive reporting capabilities and protect sensitive information with database encryption. When multiple users access MIP, administrators can limit confidential information, like employee salaries or other department budgets.

### Allocations management

Perform complicated allocations in a single mouse click with accuracy and consistency. Flexible reporting allows you to view the impact of your allocations prior to accepting them into your General Ledger.

### Accounts receivable reporting with billing and sales order entry

Account Receivable Reporting with Accounts Receivable Billing helps create invoices, request payment, manage prepayments and create customer statements. Invoice as often as needed with the flexibility to create custom billing cycles. Sales Order Entry allows you to streamline your entry process and easily record sales transactions.

### Dashboards

MIP Fund Accounting dashboards enable quick transformation of your financial data into useful and readily understood information. With this tool, you can design and run dashboards, charts and reports from your PC, Mac, tablet or phone. You can also print and export data to several formats including Microsoft Word, Microsoft Excel and Adobe PDF. Data from other systems can be included in MIP dashboards.

### DrillPoint reports

DrillPoint Reports enables you to produce custom, high-quality financial statements for delivery to your board and external advisors. In addition, DrillPoint Reports allows you to manipulate your data, add formulas, graphs and other more advanced Excel features to maximize the value of the information you're presenting to others.

### Electronic funds transfer

For Accounts Payable users, this module allows you to improve cash management. Control when vendor payments are drafted from bank accounts and reduce costs associated with postage and check stock.

### Executive view license

Collaborate in the budget preparation process and free your accounting staff from running and distributing reports - all without the cost of purchasing full software seats.

### GASB reporting

Specifically designed for government organizations, the GASB (Governmental Accounting Standards Board) Reporting module includes the tools needed to easily create GASB-compliant reports.

### Multicurrency

Maintain and report on an unlimited number of active currencies, rates and rate types to create and process transactions. Enter invoices in one currency and pay in another and produce translated financial statements using this FAS 52-compliant module.

### Scheduler

Automate the reporting process with the Scheduler module. Set extended reports to run when it's convenient, even outside of office hours. Bind groups of reports together and set them to run when needed or on a recurring basis.

### Data consolidation

Consolidate information from local chapters or field offices to create organization-wide aggregate financial reports. Data Consolidation also serves as a tool to help create comparative reports for different offices.

