

# QuickBooks®

## Premier: Non-Profit Edition

**QuickBooks Premier: Non-Profit Edition** includes tracking features for funds (by individual program), membership, donations, grants and pledges. In addition, you can create a monthly budget based on your actual QuickBooks data and use customised reports to see how you're doing.

### Software simplifies fundraising accountability and reporting

In 2007, non-profit organisations faced several challenges related to financial controls over program spending.

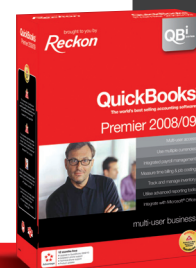
A key issue today is whether legislative controls are introduced to disclose the fundraising ratio. There is currently no requirement under the Corporations Act to disclose marketing expenditure compared with fundraising receipts and there are reported inconsistencies between the Fundraising and Collection Acts of the states and territories.

Non-profit organisations don't always have access to sophisticated financial software systems and may leave themselves vulnerable to questions from clients, donors, members or the media as to how funds are being spent. With this in mind, Reckon has released a special edition of QuickBooks, part of the new QuickBooks QB<sup>i</sup> series, designed specifically for the non-profit sector. The software enables organisations to track different funds, memberships, donations and fundraising activities.

Non-profit organisations often require sophisticated reporting for different locations or services. For example, neighbourhood centres need to report separately on every different community project or service they provide; housing co-operatives need to report separately on every house; women's health centres need to make a distinction between medical and community outreach services. With QuickBooks Premier Non-Profit edition, users can create separate budgets, Profit & Loss and Balance Sheet reports for each cost centre. This not only facilitates accountability but helps to secure funding for future years.

These increased demands for detailed reporting are often made without considering that most of the 380,000 incorporated non-profit organisations in Australia are relatively small and entirely dependent on volunteers. Bookkeepers and treasurers are often untrained and need a system which makes accounting as easy as possible.

The Non-Profit edition of QuickBooks Premier simplifies accounting by grouping key activities and reports together. Coupled with the new technology of the QuickBooks QB<sup>i</sup> series, which streamlines navigating around the software so that no function is more than two mouse-clicks away, the result is software that serves Australia's non-profit section consummately well.



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### Key Features

Non-Profit Menu	The Non-Profit menu lists the most commonly used tasks that a non-profit organisation needs to perform in an average working day. Think of this menu as a short-cut to those activities you do most often. Using it will save you time!
Set up funds for individual programs	Keep track of fund balances regardless of how many bank accounts actually contain the money. If you want to track one or more funds, QuickBooks classes give you a convenient way to separate income and expenses for each fund including your general fund.
Set up donors or members in QuickBooks	Keep track of your organisation's donors or members by entering them in the Donor/s Members List. You can even enter them while you're recording a donation or membership payment.
Enter donations or membership payments and issue receipts	It's easy to enter new or existing donor or membership payments, and to provide printed receipts.
Enter pledges and receive payments against them	QuickBooks enables you to enter pledges and then record the actual payments made against those pledges.
Record donations made in kind	You record donations made in kind in the same way you record other donations, simply enter the fair market value of the donation on the donation receipt.
Non-Profit Reports	Reports are specifically designed to give you greater insight into where you're making your money, and where there are opportunities for growth! Reports include: <ul style="list-style-type: none"><li>• Biggest Donors/Grants</li><li>• Donors/Grants Report</li><li>• Programs/Projects Reports</li><li>• Statement of Financial Income and Expense</li><li>• Statement of Financial Position</li><li>• Statement of Functional Expenses</li></ul>