



With increased emphasis on compliance and reduced budgets, non-profit organizations are looking to outsource back office functions to allow them to better focus on their mission. Some of the common challenges facing non-profits are:



Grant/Fund Accounting

Ensuring that their employee's hours and earnings are being accurately captured and applied to the respective funding source. This includes both hourly and salaried employees.



Reporting

Non-profits have to provide their funding sources reliable and timely justification on how their grant is being used. Many non-profits are also required to provide Time and Effort Reports to certain government agencies detailing where actual employee time and earnings were spent on a grant/fund each pay period.



Soliciting New Grants/Funds

Attracting funding is core to a non-profit. Organizations that demonstrate they have systematic controls and automated systems for tracking time, grants, reporting are more appealing candidates for funding sources and government agencies.

Pre-Evaluation Questions:

1) How do manage your time capture and allocation of grants/funds for your salaried and hourly employees?

Many non-profits still rely on Excel or manual timecards which are unreliable and time consuming to manage.

2) How accurate and timely are your time and effort reports to your funding sources or government?

By relying on Excel or manual processes, oftentimes the data in the reports are “estimates” of time spent on grants and difficult to justify in case of audit.

3) How much time is your payroll person/group spending on the above tasks each pay period?

Retaining talent at a non-profit is another challenge. Requiring staff to spend hours on manual processes is very time consuming and demotivating.

How IDI Extends Your HCM Workforce Management System:



- Automates allocation of salaried earnings
- Automates allocation of hourly employees' overtime and non-worked time
- Provides payroll with the accurate details needed for reports to government and funding sources.

Financial Impact on P&L:

- **Time/cost savings** with automated accurate allocation of salaried earnings to grants & funds.
- **Time/cost savings** with more reliable and timely reports to funding sources.
- **Secure more funding** with automated systems (vs manual or Excel).