Fund Planning

Management Framework

Key features:

- Extensive income planning features up to & over 5 years, including:
  - Clear & detailed summary card
  - All Income plans grid
  - All income team forecasts,
  - Funding targets by Team and by Cost Centre
  - Full income plan/team forecast archive
  - Full breakdown of each and every grid entry
- Detailed expenditure planning tools (up to & over 5 years), including:
  - Clear & detailed summary card
  - All expenditure plans grid
  - Allocate overhead recovery to plans, choose by year/region/cost centre/amount
  - Full breakdown of each and every grid entry
- All income/expenditure plans adhere to strict workflow to ensure accuracy and validity of data (e.g. only income plans with status of 'in progress' can be added to or modified)

- Easy import & validation of data from external financial system(s) - must conform to a standard format
- Ability to reconcile any unrestricted funds
- Manage all restricted funding & associated proposals using:
  - 'Restricted Fund Management' grid - individual proposals appear in nested grids under each project/ cost centre row entry
  - 'List All proposals' grid
  - 'List New proposals' grid
  - 'List Projects' grid
- Allocate & manage unrestricted funding/earmarked funds using:
  - Earmarked fund maintenance with simple update procedure
  - Clear grids of all earmarked funds & fund applications
  - Summary of all earmarked funds for each FY
  - Unrestricted Allocation organised by Cost Centre
- Interactive drill-down dashboards including:
  - Organisation Dashboard - Summary of the funding target achievement(s), performance breakdown by team/country.
  - Planning & Performance Calendar – Dynamic calendar function to input deadlines and targets.
  - Planning Process Timeline – Alternative visual representation of calendar for financial year.

- Detailed reporting features for up to/over 5 years, including:
    - ◊ Overview by individual year
    - ◊ Income & Expenditure Plans
    - ◊ Management Costs
    - ◊ Income Plans, Contributions and Monthly expenditure Forecast by Team
    - ◊ Currency Hedging
    - ◊ Expenditure by Theme and Account Group
- System Snapshots – view & create detailed snapshots of the system from any specified point in time. These include:
    - ◊ Income & Expenditure Plans
    - ◊ Team Forecasts
    - ◊ Funding Module
    - ◊ All Created Reports
    - ◊ Allocate Unrestricted Funds
- View & create exportable flat grid files for:
    - ◊ Full income details
    - ◊ Programme Costs (expenditure plan)
    - ◊ Management Costs (expenditure plan)
    - ◊ Funding Module
- Audit Logs – track all changes made in system—also features year-to-date audit logs.

- Simple information management tools such as:
  - Create, manage & group staff members including system access and contact details.
  - Send mass emails to grouped contacts
  - Clear & editable hierarchy of cost centres
- Detailed grids with user definable settings
- Integration with Microsoft Active Directory, Ex-change Email and Calendar, SharePoint™, Sage™ accounting system, payroll systems & more.
- Advanced filter functions & saveable grid preferences
- Self-service system maintenance/admin features including:
  - Exchange Rates
  - Year End Rates
  - Account Codes (including acct. types & names)
  - Manage Year End - change status & create entries
  - Opening Reserves – simple detail entry
  - Dropdown Lists
  - Calendar
  - Hints/Tips/Notifications
  - Full planning timeline

If you want to get in touch with us for a free quotation, drop an email to enquiries@intouch-business.com.

You can also get in touch with us by phone on +44 (0)190 388 5900