

FUND ACCOUNTING

FMS II

FMS II's Fund Accounting system, from Mitchell Humphrey, is designed to address the management and reporting requirements of organizations such as yours. Our systems provide you with sophisticated budget and encumbrance controls, specialized grant and fund accounting features and the information you need to assess your fiscal performance.

BENEFITS

- Performs online available funds checking when encumbrances are entered/modified
- Interfaces with other systems, such as tax and license systems
- Meets the accounting requirements of FASB, GASB, NACUBO and other regulations

KEY FEATURES - GENERAL

- Allows you to specify the chart of accounts structure to meet your unique requirements
- Lets you view data in myriad combinations with the "roll-up" feature in the hierarchical reporting structure
- Makes management and regulatory agency reporting easy with the availability of multiple alternative roll-ups
- Supports statistical data such as citizens served, miles of road maintained, square footage occupied and miles traveled
- Stores 99 years of historical data by accounting period
- Maintains detail transactions in an independent database to support independent retention periods for summary and detail data
- Supports both fund and proprietary accounting functions in one system
- Automatically generates inter-fund and fund balance transactions
- Allows remote data entry and online inquiry from departments and agencies
- Supports direct interfaces to other systems, such as tax and license receipting systems
- Meets the accounting requirements of FASB, GASB, NACUBO and other accounting regulations

- Provides full account security
- Provides complete audit trails
- Performs various validations and edits to ensure data integrity

CUSTOMIZED INPUT SCREENS

- Allows you to create customized input screens quickly and easily for your budget and actuals. For example:
 - retrieve and display budget data as well as prior and/or current year actuals for review as you prepare your budget
 - automatically compute the budget based on a percentage change from one of the above amounts
 - create a five-year budget input screen
 - compute the cost value based on the actual hours for a grant
 - update other project, grant and employee data as you input actual or budgeted amounts
- Provides user-defined edits to ensure that required data is properly input (i.e. project or grant information)

BUDGET PREPARATION

- Supports:
 - multi-year budgets for continuing appropriations
 - multiple versions of each budget for multi-level reviews
 - monthly, quarterly and annual budgets
- Supports capital budgeting at the asset level and personnel budgeting at the employee level
- Automatically computes projected salaries and fringe benefits for each position
- Computes adjustments based on classification changes, merit increases and overall salary table changes

FMS II's Fund Accounting system has the ability to perform online matching and optional tolerance checking of invoice and encumbrance accounts; you have the option to override variances.

- Allows you to maintain more than 20 versions of the budget
- Stores budgets pending approval in a suspense file
- Automatically computes budgets; for example, an across the board five percent salary increase
- Optionally budgets by month or automatically spreads an annual budget amount across accounting periods based on prior year actual, prior year budget or other user-defined instructions
- Tracks budget revisions separately
- Allows individual approved budget changes to be logged together with reference to authorization document and other data
- Automatically computes actual to budget comparisons
- Projects revenue and spending patterns for a full year based on partial year patterns (comparing actual to budget)

ENCUMBRANCES

- Performs online available funds checking when encumbrances are entered or modified
- Automatically liquidates encumbrances when invoices are entered into accounts payable
- Allows you to automatically create and authorize accounts when encumbering funds
- Checks available funds by:
 - a line item
 - a total department, fund, division or other summary level
 - an individual account which is not budgeted (if funds are available at a higher level or override is allowed)

FUND ACCOUNTING

- Allows you to perform available funds checking for invoices which have no corresponding purchase orders
- Performs online matching and optional tolerance checking of invoice and encumbrance amounts; you have the option to override variances
 - Features a history file for each encumbrance document segregated by period and year, allowing you to "bring forward" individual encumbrances from a prior period and year
- Displays the balance of all encumbrance transactions by individual account or group of accounts
- Performs exception reporting of variances between invoice and encumbrance amounts which have been overridden
- Provides "one-step" liquidation of variances between invoice and encumbrance amounts which have been overridden
- Automatically rolls budgets forward to cover prior year encumbrances
- Identifies encumbered amounts and displays amounts during invoice processing

CASH AND INVESTMENT MANAGEMENT

- Features comprehensive cash flow budgeting
- Tracks the status and history of investments and fund managers
- Compares market value to cost online
- Projects investment maturities, cash receipts and potential earning and loss figures
- Allocates pooled investment revenue to participating funds

GRANT AND FUND ACCOUNTING

- Allocates indirect cost
- Supports multiple fiscal and grant years
- Maintains and tracks supplemental data about each fund such as funding source, fiscal year and fund type
- Accommodates subsidiary ledgers
- Transmits accounts payable, receipt, general ledger, budget and other data to central agency

- Accommodates the special requirements of warrant processing

PURCHASING INTERFACE

- Allows you to pre-encumber funds upon requisition
- Provides you with the option to liquidate encumbrances upon receipt
- Displays the following for your review:
 - transaction history by document
 - account distribution by document
 - purchasing activity by general ledger account
- Allows you to optionally update encumbrances online

WORKFLOW

- Provides a powerful rules engine that gives you flexibility in establishing work events, routing, roles and rules processing
- Provides automatic approval processing and notification of approval status
- Enables you to perform easy inquiry into approval history
- Allows you to inquire into the status of an item in the queue
- Allows you to automatically re-route documents according to predetermined time limits for items remaining in the queue
- Gives you the ability to disapprove a document and route back to the sender with a message
- Lets you route items for approval to different people not defined in the routing path; for example, you request computer equipment and the item goes to your supervisor for approval, and your supervisor may choose to route the requisition to the IT Manager to approve the type of equipment
- Allows you to attach user-defined edits and system updates to any FMS II screen

DRILL AROUND

- Gives you the ability to automatically link to word processing functions for unlimited descriptive data
- Enables you to build inquiry links to external

FMS II's Fund Accounting system features a workflow function that provides automatic approval processing and notification of approval status, as well as the ability to route items to different people for approval.

systems for complete integration with these systems

- Allows you to attach images of external documents to invoices and other internal processes
- Lets you retrieve an imaged invoice at the click of the button right from an accounts payable inquiry or invoice entry screen

FUND ACCOUNTING MANAGEMENT

Accurate and meaningful data are critical components in the effective fiscal management of your organization. Mitchell Humphrey's FMS II accounting systems give you comprehensive reporting and inquiry capabilities essential to informed decision-making.

- Retrieves actual, budget, encumbrance and forecast information
- Performs online execution reporting; for example, retrieve all accounts for which the budget is over 90 percent spent and encumbered
- Allows you to inquire into a specific account or an entire group of accounts
- Performs full cross-column computations on retrieved data
- Enables you to compute actual and budget variance while reviewing budget data, as well as percentage of budget expended and committed
- Lets you view detail transactions for any range of accounting periods, dollar values or posting dates, and drill down to the source documents in purchasing or accounts payable

- Gives you the ability to look up all documents encumbering an account
- Allows you to review the net change between actual and budget for any time period
- Lists all liquidated documents for a given fiscal year
- Enables you to create custom reports using the English language report writer; for example, produce a report showing all departments for which expended and committed funds exceed 90 percent of budget
- Lets you customize reports with unlimited user-defined data
- Allows you to send inquiries and reports to a screen, PC file or printer you designate
- Supports online analytical processing with FMS-ONRAMP, a multidimensional analysis and reporting tool
- Enables you to upload and download data directly to a spreadsheet with FMS-EXEC, an ad hoc reporting, analysis and budgeting tool

THE RIGHT SOLUTION FOR YOUR ORGANIZATION

No matter what industry you're in or what function you perform, FMS II can have a positive impact on time, money and decision making. For more information about how FMS II can meet your organization's needs both now and in the future, call (800) 237-0028 or e-mail us at sales@mitchellhumphrey.com. More information is also available at www.mitchellhumphrey.com.

FMS II

Founded in 1977, Mitchell Humphrey is the leader in developing and supporting flexible, feature-rich accounting software.

Our experience and expertise have attracted organizations from almost every industry and all levels of government, education and not-for-profit institutions. Each looks to us as the source for leading-edge solutions to their accounting needs.

But we prefer to measure our success by the satisfaction of our clients, which is why we devote a significant portion of our resources to providing the most responsive support in the business.

And it is why we feel comfortable inviting you to talk to our customers. You'll find they'll tell you that we run our business as if our very existence depends on their success. Because it does.

MITCHELL HUMPHREY

*LARGE ENOUGH TO DELIVER;
SMALL ENOUGH TO CARE*



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