

# PAYROLL



The AccuFund Payroll component provides a complete payroll management solution.

Payroll utilizes an “enter and calculate” metaphor to let the payroll staff see the resulting pay calculations as the timesheets are entered. This allows immediate corrections if needed. Payroll includes complete support for payroll, employee labor distribution, benefit accruals and basic human resource information.

## OVERVIEW

Employees are set up in AccuFund, including all earnings rates, taxes, deductions and benefit accruals.

The AccuFund Payroll component tracks detailed timesheets for each employee for each payroll period including the earnings distributed by department or project, pre-tax deductions, taxes, post-tax deductions, non-payroll earnings, employer costs and accruals.

The payroll staff can check each employee’s net pay right on the screen without having to run any reports or calculation processes.

Because payroll is a full Windows application, the employee entry window can be opened, corrections made and saved, and then the user can switch back to the timesheet screen, click on “recalc” and immediately see the result of the employee record change.

Employee	103 - Grant, Foster I.		4/01/2018-4/15/2018		EFT	0.00		
Earnings	2,000.00		Taxes	379.00		Deductions	0.00	
						Net	1,621.00	
<input type="checkbox"/> Show period    ← Week 1 of 3 →								
Source	Earning	Position	Distribution	Account	4/1 Sun	4/2 Mon	4/3 Tue	4/4 Wed
Opr	Hourly	<none>	<none>	001 000 7010 00 Hourly		6.40	6.40	6.40
Opr	Hourly	<none>	<none>	002 000 7010 00 Hourly		1.60	1.60	1.60

*The timesheet entry screen includes labor distribution and recalculates the net payroll on the fly as the labor is being entered.*

## FEATURES

The AccuFund Payroll component is a complete payroll tool for the complex needs of government and nonprofit payrolls. Popular features include:

- Unlimited earnings codes
- Unlimited deductions
- Unlimited accruals
- Direct deposit may be split multiple ways and AccuFund allows a partial direct deposit with a net check
- Make adjustments on screen for changes. Run multiple payrolls per period for special pays
- Flexible report writer gives you choice of check formats and unlimited reporting capabilities
- Calculations may be based on calendar year, fiscal year and employee anniversary date
- Non-payroll taxable benefits may be recorded and tracked for W-2 purposes

*All the demographic and payroll information is readily available on one tab on the employee record.*

## COMPONENT INTEGRATION, AVAILABILITY & REPORTING


The Payroll component is integrated with the following other components:

- General Ledger - Like all AccuFund Accounting Suite components, Payroll updates the General Ledger on a real time basis.
- Reports/Forms Designer - All reports and forms for the component may be modified through the report designer.
- Employee Timesheet Entry - Enhances the Payroll component by adding direct employee timesheet entry and timesheet import from clock systems. Employees can be set up to have access to only this screen so they can see and enter their timesheets, but no other part of the system. Employees in this screen do not count towards the user count for the AccuFund Accounting Suite.
- Human Resources - This component provides unlimited tracking of personnel information in addition to that available in Payroll. Additionally it can track the history of changes to a record and multiple instances such as employee reviews, education, certifications and language skills.

The Payroll component is available as part of the Standard and Professional versions of the AccuFund Accounting Suite.

A number of report and form templates are included with the module to meet each organization's specific reporting needs. All reports can be modified or added to by the client. The Payroll component templates include:

- Payroll check form
- Payroll employee report
- Payroll time documents
- Payroll preliminary register
- Payroll final register
- W-2s
- Automatic generation of quarterly 941A and B
- ACA Tracking and reporting



**AccuFund Sample**  
55 Holmes  
Littleton, Colorado 80125

Bank of Anywhere  
100-1009999

Check:0000104


Check Date  
4/10/2003

Check Amount  
\*\*\*\*\*520.19

Pay: \*\*\*Five Hundred Twenty and 19/100 Dollars\*\*\*

To the  
Order of: **Munson, John T**  
123 Main Street  
Stillwell, OH

*Scanned Signature Here*



AccuFund Sample					4/10/2003 0000104		
Earning	Cur Hrs	Cur Amt	Ytd Hrs	Ytd Amt	Tax / Deduction	Cur	Ytd
Hourly	80.00	800.00	120.00	1,200.00	Retirement	8.00	12.00
					Colorado	21.00	23.31
					FIWT	43.00	46.25
					Fica	49.60	74.40
					FicalMed	11.60	17.40
					LocalTax	40.00	60.00
					EFT1	2.61	2.61
					Insurance	104.00	104.00
Current	800.00	221.36	118.61	520.19			
Y-T-D	1,200.00	221.36	118.61	860.03			

Add a text message here to be printed on all checks for a check run.