CHAMINADE NONPROFIT FINANCIAL SEMINAR

Technology & Tools for Financial Analysis and Reporting

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Speaker Introductions

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Experience includes University of Hawai’i at Mānoa, Hawaiian Airlines, UH Foundation, and Catholic Charities of Hawai‘i

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KMH LLP, Solutions Manager

Currently serving social service and investor not-for-profit clients.

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Currently serving fraternal benefit society and early education not-for-profit clients.

Session Goals

By the end of this session, you should be able to:

01 **Identify pain points**
What processes or systems keep you up at night?

02 **Know your options**
Build awareness of finance tech that can support or improve your processes.

03 **Weigh the trade-offs**
Evaluate the pros and cons of finance tech options.

04 **Plan next steps**
Improve your own tech stack.

A Reminder Before We Dig In

Doing More With Limited Resources

Most not-for-profit finance teams are lean. One small team may be responsible for:

- Accounts payable
- Payroll
- Grants management
- Financial reporting
- Budgeting
- Audit support
- Board reporting

Manual Processes & Spreadsheet Dependence

Many not-for-profit finance teams rely heavily on:

- Excel spreadsheets
- Email approvals
- Manual data entry
- Separate systems that don’t communicate

Lack of Real-Time Visibility

Answering questions like the ones below may require a lot of effort to research and respond confidently:

- How are we performing against budget?
- Which grants are running low in funding?
- Do we have enough cash?
- Can we afford to hire additional staff?
- Are we in compliance with our grants?
- Have we reported our grants in a timely and accurate manner?

Managing Restricted Funds & Grants

Not-for-profit finance teams aren't managing one organization—they're often managing dozens of mini-organizations within the same accounting system:

- Multiple grants
- Different reporting requirements
- Various funding periods
- Donor restrictions
- Program-specific budgets

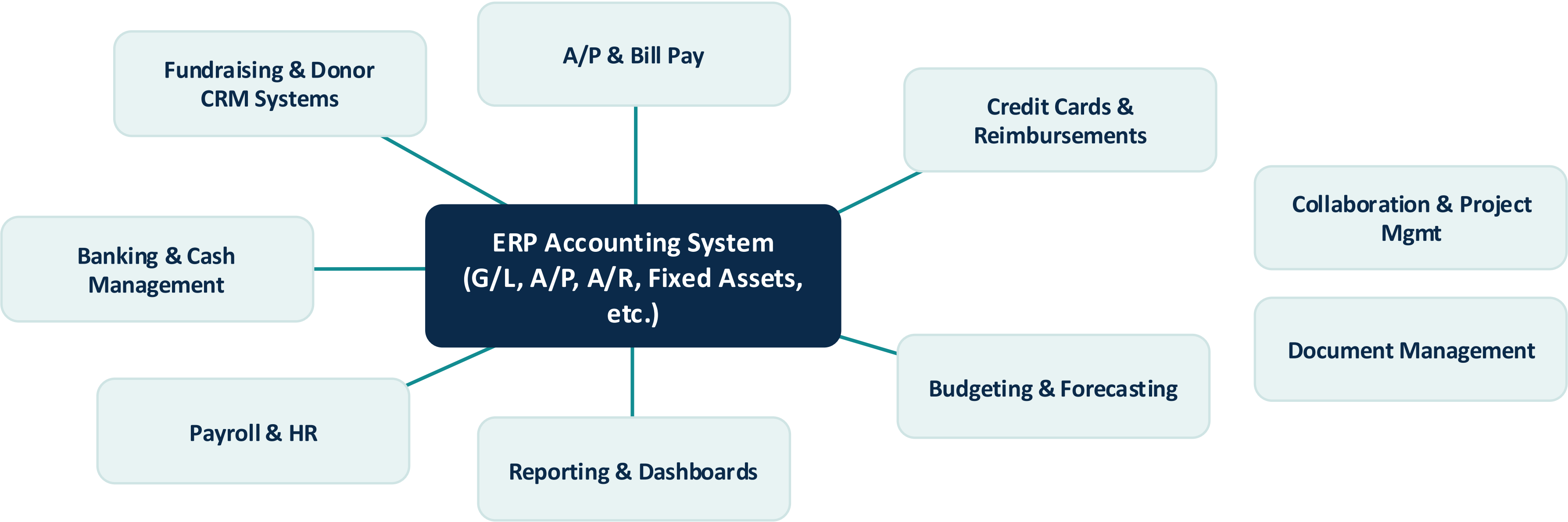
The Reporting and Compliance Burden Keeps Growing

Each stakeholder needs information reported differently:

- Reporting to internal management and executive leadership
- Reporting to board and committees
- Reporting to grantors and donors
- Reporting to government agencies (single-audits, Form 990)
- Reporting to banks and financial institutions

Visualizing a Tech Stack to Address Pain Points

Think in connected functions — not isolated point solutions.



Accounting System Considerations

Think of your accounting system is the foundation of your tech stack.

- Fund & account structure
- Dimensional reporting
- Grant & program tracking
- Integration capability
- Scalability
- Reporting flexibility
- Audit trail
- Approval workflows
- Cloud and role-based access

Common Accounting Systems for Nonprofits

QuickBooks Online | Sage Intacct | NetSuite | Blackbaud | MIP

BENEFITS

- Fund and grant accounting with restriction tracking
- Program- and donor-level dimensional reporting
- Board-ready statements that ease Form 990 and audits
- Cloud access with role-based approval workflows
- Integrations with payroll, AP, expense management, FP&A, and donor/CRM systems
- Connect bank feeds

WATCH-OUTS

- Entry-level tools mimic fund accounting with classes or tags
- Costs climb with users, modules, and add-ons
- Data migration and chart-of-accounts cleanup take effort
- Grant and allocation setup needs upfront design for compliance
- Match the system to your size — avoid overbuying
- Required level of change management (user adoption/training)

A/P & Bill Pay Solutions

Bill.com | Ramp | Brex | In-system modules

PROS

- Digitization of accountable documents
- Electronic approvals
- Payment visibility
- Clear audit trail
- Vendor management
- Remote approval capability

WATCH-OUTS

- Integration setup effort
- Vendor onboarding
- Approval design
- Fees
- Don’t let convenience weaken controls
- Impact on 1099 reporting
- Potential manual payment process

Credit Card & Employee Reimbursement Solutions

Bill.com | Ramp | Brex | Expensify | In-system modules

PROS

- Leverage AI
- Faster receipt capture (digital)
- Card controls
- Spend visibility
- Coding at the transaction level
- Easier and faster month-end close
- Rebates on expenditures

WATCH-OUTS

- User adoption
- Incomplete receipts
- Integration with accounting system
- Reimbursement policy alignment
- Cardholder training
- System management

Reporting Tools

Excel | Power BI | Fathom | Solver | Sage Intacct reporting | LLM's (Claude, Chat GPT, Co-Pilot)

PROS

- Dashboards (financial, performance, KPIs)
- Better visibility
- Board & management reporting
- Program-level reporting
- Less manual report prep
- Dynamic reporting

WATCH-OUTS

- Reconciliation to actual accounting data
- Data quality
- Chart of accounts design
- Dimensions / classes / programs
- Ongoing report maintenance
- Reliance on reports users don't understand

Collaboration & Project Management Tools

Microsoft Teams | Planner | SharePoint | Asana | Monday.com | Smartsheet

- Not accounting systems — but they drive accountability
- Close checklists and audit PBC lists
- Implementation projects and budget timelines
- Recurring, repeatable finance tasks

Budgeting & Forecasting

Excel budgets

Accounting budget modules

Budgeting / forecasting platforms

Program templates

- Balance flexibility with structure
- NFP budgets need program, grant, department & funding-source views
- A good process matters as much as the software

Vetting Finance Tech Vendors

Things to consider when researching technology solutions.

- Internal controls and security
- Integration with your subsystems
- Workflow flexibility
- Training and customer support (vendor and/or implementor)
- Scalability
- Pricing (recurring costs—fixed or transaction based, implementation cost)
- Contract length (single vs multi-year)
- Ease of use
- Frequency of new application development and features (continuous improvement)
- Integration of AI
- User base

Integrations: Helpful, But Not Magic

- Integrations can cut manual entry — but they are not magic
- They require mapping, testing, ownership, and monitoring
- A failed integration can create more cleanup than manual entry

Paul’s Perspective: Selecting Sage Intacct for CCH

A practical decision process — start with mission, transparency, and the challenges, not the software.

1. **Define** — The problems to solve
2. **Prioritize** — What matters to leadership & users
3. **Align** — Features and solutions
4. **Evaluate** — Cost/benefit from available options
5. **Advise** — Best solution: Sage Intacct

Why it fit: Integration, cloud-based system, flexibility, delivered functionality and reporting, scalability, and continuous support and application development.

Start with your mission and the transparency and compliance problems you need to solve, now and in the future.

Rebecca’s Perspective: When More Dimensions Meant More Work

A NetSuite implementation that solved reporting pain — then created new friction.

THE PAIN POINT

A monthly reporting drain

Running on QuickBooks Online, Bill.com, and Expensify, the team had to manually rework stock QBO reports every month to report to the board and stakeholders — costing hours of work each cycle.

THE SOLUTION

NetSuite — and a bigger COA

They implemented NetSuite for board-ready reports out of the box. During rollout, they expanded the chart of accounts from 3 segments (location, class, G/L) to 13 — expecting more reporting flexibility — and made most of them required.

THE TRADE-OFF

New dimensions broke the sync

Expensify and Bill.com cap at 4 dimensions, so they can no longer sync to the accounting system. Staff now turn required fields off and on for every Expensify-to-NetSuite sync and manual entry in NetSuite after Bill.com sync to capture missing fields — trading old manual work for new.

Takeaway: Balance solving pain points with practicality — added flexibility only helps when it fits how your tools actually work.

Kelly's Perspective: Bill.com Implementation

Before-to-after workflow shift, with practical lessons from implementation.

Manual A/P Process

- Invoices received primarily by mail
- Invoices entered and checks printed manually from QuickBooks
- Voucher prepared for each check
- 6 board members physically signed each voucher; 2 officers physically signed each check
- Invoices and cancelled checks kept onsite

Updated A/P Process with Bill.com

- Invoices emailed directly to Bill.com inbox
- Invoice and payment approvals routed electronically based on workflow
- Voucher listing prepared for payables for the week
- Board members and officers approve invoices and initiate payment electronically
- Invoices and payment details available in Bill.com

Lessons Learned

1. **Check timing**
   Mainland check mailing takes longer for Hawaii vendors.
2. **Workflow design**
   Trial-and-error setup was needed to satisfy by-law approvals.
3. **User training**
   More investment in training would improve adoption and confidence.

Implementation Lessons Learned

01 Avoid recreating old system, process before software

02 Clean up master data

03 Design dynamic COA & dimensions (avoid static designations)

04 Involve end users early & document workflows

05 Implement “out-of-the-box” native pre-built features and functionality

06 Test all processes before go-live

07 Train users

08 Plan post-implementation support

09 Change management

10 Keep new system dynamic and open for growth

Practical Evaluation Framework

Seven questions to ask before adopting any tool.

01 What problem are we solving?

02 Who owns the process?

03 What controls are required?

04 What data must flow between systems?

05 What reporting is needed?

06 What will it cost — dollars & staff time?

07 How will we know it worked?

Key Takeaways

01 **Serve the mission**
Technology should make finance more accurate, efficient, and transparent.

02 **Complexity isn't the goal**
The best system is not always the most complex one.

03 **Fit beats features**
The right tool fits your needs, controls, staff capacity, and reporting.

Questions & Discussion

Q&A

A few prompts to get us started:

- What system pain points are you dealing with now?
- Where are you using spreadsheets the most?
- Which reports are hardest to prepare?
- What approvals still happen by email or paper?