



**NC A&T University Foundation Transition to Banner Finance
Advancement-Foundation-University Partnership, New Process Flows, Revised Forms**

On July 1 the University and University Foundation completed the next phase of a progressive partnership to move us significantly closer to our goal of Preeminence 2020. This has been achieved by

- Integrating the Foundation into the Banner financial system,
- Eliminating duplicate or overlapping processes by creating a Foundation accounting unit within the University Accounting Office and a Foundation receipting function in our Treasurer's Office,
- Utilizing our Human Resources/Payroll system to manage Foundation staff – who have now become state employees, and
- Creating a single donor gifts processing unit that will manage all Foundation and University gifts.

This implementation allows the Foundation to focus on its new mission as a real estate foundation managing the Alumni-Foundation Events Center and student housing and facilitating the search, purchase and development of properties around the University compatible with the University's master plan. Having its own Banner chart of accounts offers a robust system that can provide both Foundation-related financial information and reports that consolidate Foundation and University information, such as for donor inquiries.

The University community will also benefit greatly in numerous ways:

- 1) University business processes that are familiar to campus users will be used for all funds, while maintaining separation of University and Foundation governing policies. Foundation funds use will continue to have flexibility not always available under state policies.
- 2) Centralized contacts are available for quicker response to campus users, donors, and vendors.
- 3) A single accounting system (Banner) that is robust and reliable will provide the technical infrastructure for increased real estate activity, major capital campaigns, endowment growth, etc.
- 4) Efficiency – the integration reduces duplication of processes such as payroll, accounts payable, bank deposits, donated gifts processing, tracking of endowment and scholarship information.
- 5) Donor relations functions are enhanced, allowing quick response time to thank donors and answer donor inquiries, and the ability to provide accurate, consolidated donor account information.
- 6) More comprehensive endowment and scholarship management capabilities are enabled:
 - Foundation and University reporting can be consolidated for better overview of funds.
 - Potential for reduced endowment investment fees by pooling funds.

See attachments for guide to process flow changes and contacts to help with your operational needs, or refer to the Foundation Transition Workbook located on both the Business and Finance and Foundation web pages.

Important Quick Notes:

- The Foundation now has a completely different set of Banner funds. Use the "Crosswalk of Foundation Funds" to determine the funds you should now use.
- Purchase and check requests for your Foundation funds should now be routed to the Foundation Accounting unit in the University Accounting Office. Please use the new forms.
- Donor gifts will now be processed and receipted through a new Gifts Processing Unit comprised of Advancement, University Accounting, and Foundation Accounting staff members, located within the University Accounting Office, 2nd floor Dowdy Building.
- For additional assistance, contacts are listed in the Workbook.