



# HR Automation with Abila MIP Fund Accounting™

Manage Your Modern Workforce from  
One Integrated Accounting System and HR Solution

Using our comprehensive Human Resource Management suite, automate your HR processes directly from Abila's true fund accounting™ systems, MIP Fund Accounting™ and MIP Advance™. These tools are designed specifically for the unique tracking and reporting challenges nonprofit and government organizations face every day.

## STREAMLINE KEY HR PROCESSES

The foundational **Human Resources module** provides quick and easy reporting (including, ACA, FMLA, and EEO), tax form population, and complex benefit and leave calculations. Create and streamline workflows, schedule payroll changes, and track comprehensive information on employees. Information tracked within HR, such as benefit plan groups and employee/dependent specific data, is seamlessly integrated into your employee enrollment process, managed via the **Benefit Enrollment module**.

## ENABLE EMPLOYEES WITH SELF-SERVICE TOOLS

Employees are guided through a convenient, Web-based solution to manage a variety of HR-related needs. For example, they can easily access pay stubs, update biographical information, and manage timesheets via the Web portal, powered by the **Employee Web Services (EWS) module**. Managers have extended capabilities to approve employee changes and provide key messages to their teams.

The **Benefit Enrollment module** further enables your employees to make benefit selections by providing them access to review current benefits and easily make future elections through a self-guided process directly from your EWS Web portal.

## HELP EMPLOYEES MOVE FORWARD

Using the **Payroll module**, produce timely and accurate pay for employees who propel your organization's mission forward.

With native integration within Abila MIP Fund Accounting, generate fully allocated accounting entries and easily retain comprehensive employee records for both state and federal forms.



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## Abila MIP Fund Accounting™: HR Management Suite

With the Abila MIP Fund Accounting HR Management suite, gain access to the tools and complimentary features you need to manage your organization, eliminate costly duplicate entries of employee information between multiple solutions, and automate employee HR activities with a self-service Web-based solution.




### HR MANAGEMENT

- Maintain and store employee history
- Manage benefits, leave, and default timesheets
- Integrate with training and recruiting tools
- Generate reports and filing forms




### PAYROLL

- Process pay
- Offer direct deposit
- Integrate with GL distribution and multiple funds
- Calculate and file Form W-2s



### EMPLOYEE WEB SERVICES

- Gain access to time entry, scheduling, and leave calculation tools
- Offer guided benefit enrollment
- Access Form W-2s and pay stubs
- Provide managers with review, approval, and messaging capabilities



### BENEFIT ENROLLMENT

- Oversee enrollment process with approval and review workflows
- Establish multiple plan groups and a variety of options
- Query, report, and export data

## Additional Functionality:



### Tax Forms

- Prep for federal and state taxes with built-in reporting
- Receive online tax services and e-filing



### Records Management

- Generate ACA compliant reporting and filing
- Ensure data is auditable and secure



### Printing

- Print physical paychecks and stubs
- Print Form W-2s and 1099s
- Access pre-printed forms

## LEARN MORE

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