



For any organisation that processes donations, memberships, bookings, payments or grant applications, the Finance module is the engine of thankQ, including the functionality to manage:

- donations, memberships and subscriptions
- Gift Aid
- trading payments and event bookings
- pledges and committed giving
- direct debits and standing orders
- invoices
- integration with accounts



payment processor

Approve
Batch

The thankQ Payment Processor allows you to enter income in manageable batches, automatically prompting the user where the donor has outstanding pledges or payments.



New / Edit
Payments

Regular payments such as standing orders and direct debits can be automatically loaded and matched to the appropriate donor. All income is linked to an appropriate source (appeal) code and allocated to a destination (fund) code.



Load Due
Payments

intelligent Gift Aid management



Receipt This
Batch

Gift Aid management is a painless process with thankQ. Gift Aid claims can be calculated in a matter of seconds and the R68 produced at the click of a button. Trawling old donations couldn't be easier; when gifts are entered their tax claimable status doesn't depend on the donor having a GAD, thankQ simply needs to know whether the nature of the donation is eligible. This means that once the donor does sign and backdate a GAD all their old income will automatically be claimed upon, without the need to revisit each donation record.



Produce
Paying In Slip



Generate
BACS file



Set BACS
Payments...

Legislative changes are automatically available as part of our support agreement with you, so when the tax rate changed and Transitional Relief was introduced we made sure that the Gift Aid module kept pace. We have also implemented the

best practice guidelines from HMRC for managing reversed payments.

pledges and committed giving

Pledges or committed giving can be set up and easily viewed against the contact profile, along with all bank and payment information. This allows 'expected' payments to be loaded automatically and a BACS file generated to claim direct debits. Unfulfilled pledges are easily identified and escalation letters generated to remind the donor of their commitment.

paperless direct debit

thankQ includes all the tools to allow you to process paper-based and paperless direct debit, including the ability to submit AUDDIS and BACS files and process rejection reports.

Standing Orders can automatically be extracted from bank statement files and matched against existing pledges in thankQ.

multi currency

Batches can be entered in foreign currencies, and either converted 'en masse' to the standard system currency or remain within the system in that currency. This means donors can be thanked in their currency, but analysed using a consistent system currency. In addition, should the UK see a currency change, thankQ will adapt.

audit trail and accounts integration

A strict workflow process is integral to all income processing to ensure that only the appropriate options are available for the appropriate staff. Once a batch has been posted to the finance system, no changes can be made without generating a full audit trail.

thankQ can be configured to pass financial data into a wide range of accounting packages including Sage, Dynamics, Sun, Horizons, Access Accounts, PS Financials and more