



# GOVERNMENT

Building trust and creating confidence in government

*More effective services, greater accountability. Government organizations at all levels are being asked to provide detailed, timely information about how every public dollar is spent. Constituent service expectations are on the rise, but enhancing services and ensuring fiscal responsibility can be extremely challenging. Every day, Microsoft Dynamics™ products and solutions are being used by government offices to help do just that.*

## **Financial management solutions tailored to government needs**

To ensure accountability, government organizations need financial systems that work the way they work. Microsoft Dynamics solutions can help all forms of government manage their expenditures and appropriations by allowing employees to easily see and analyze the costs and activities under their control. Microsoft Dynamics applications provide detailed, up-to-the-minute financial reports that allow employees to make informed purchasing decisions, help your department comply with reporting requirements, and ensure financial integrity and accountability. Accurate and timely reports tailored to the information needs of the user can help increase confidence in your organization's financial management skills. Tighter controls help improve cash flow and tie spending directly to programs, fund sources, and objectives.

Solutions from Microsoft and our partners allow more time to be spent on your core mission by streamlining government administration functions, including utility billing, permitting, tax assessments and collections, payroll, fixed assets, and other core financial functions, including:

**Fund Management:** To help government organizations adhere to increasing reporting and compliance requirements, Microsoft Dynamics offers fund management applications that can accommodate the special regulations, restrictions, and limitations needed to manage multiple funds across multiple projects. By automating fund management, these solutions can help reduce errors associated with manual entries and manual reconciliation of funds. Most importantly, it makes reporting easier and more accessible to management, helping you meet your reporting guidelines in a timely fashion.

**Grant Management:** Managing grant resources through all phases of acquisition and management can help your organization remain accountable for spending and comply with regulations throughout the process. Microsoft Dynamics helps track grant funds and the projects to which those funds need to be applied, helps monitor expenditures, and helps deliver timely reports for full disclosure. With up-to-date information about successful budgeting and grant performance, you can focus your time and energy on the management and allocation of grant funding rather than spending time tracking allocations. Integrated applications created by Microsoft certified development partners provide tools that can automate the processing of applications, making awards, and administering and closing grants.

**Encumbrances and Commitments:** Effectively tracking impending purchases and requisitions against budget allocations is essential to helping your organization protect against overspending and ensuring that administrators know how much of their budget has been accounted for at any given time. With Microsoft Dynamics, managers can easily set aside funds for future contracts, as well as plan and stay on track for using the allocated funds. All this helps ensure that funds will be available when payment is due even as it reduces the time it takes to track expenses.





## *Supply chain management helps track purchases, stock, and distribution*

Many governmental organizations need strong systems to manage a broad variety of purchasing, stock control, and distribution activities. Microsoft Dynamics has a comprehensive lineup of applications that can assist in all aspects of supply chain management. Inventory tracking across multiple facilities, warehouses, and other sites help ensure proper levels of stock are on hand where they are needed, and purchase management systems help establish control over the entire purchase process. It eliminates paperwork and ensures that there are more efficient purchase contracts with vendors. For organizations that distribute materials to their constituents or to other governmental departments, Microsoft Dynamics helps manage orders, track usage, and ensure materials are properly accounted for, completing the supply chain management circle.

## *Integrated HR management and payroll*

An effective human resource management solution can help government organizations track all aspects of their employee relations, from application and hiring to compensation and benefits, certification and education tracking, and much more. Microsoft Dynamics offers systems for managing employee data, processing payroll, tracking benefits, and managing performance. Comprehensive reporting capabilities help comply with employment eligibility and injury reporting requirements. Browser-based portals give managers and employees the tools to access user-appropriate human resource and payroll data. And because Microsoft Dynamics is an integrated business management solution, information can be entered and accessed from one system, reducing IT complexity, eliminating data re-entry into multiple systems, and reducing overhead costs.

## *Relationship management solutions can increase satisfaction and improve productivity*

Every day, government organizations must manage rising constituent demands for services. Recent budget cuts and reductions in spending have forced government organizations to cut all but the most essential services.

Microsoft constituent relationship management (CRM) solutions help government organizations to improve delivery of information and increase the efficiency and effectiveness of government services. With Microsoft Dynamics CRM, your organization can quickly and accurately respond to internal and external demands, and improve information sharing. It can also help reduce operational costs by automating business processes, improving staff productivity, lowering labor costs, and freeing time for other government business. Centralizing and automating the intake of constituent requests creates an audit trail that enables analysis of service delivery speed and costs. Management can study the number, type, and timing of requests to measure performance and adjust budget priorities. Often, government departments find that adopting a Microsoft Dynamics CRM solution can immediately help improve constituent communication and satisfaction with government services—even before efficiencies or process improvements can be implemented. Providing multiple channels to interact with government, automating services, and personalizing information gives constituents—both individuals and business—more choices and greater control.

## *Optimal performance with Microsoft Dynamics*

Microsoft Dynamics offers a set of strong applications that deliver a compelling suite of technologies for government offices. Microsoft Dynamics has worked closely with

government bodies to understand the challenges and offer effective solutions for the complex needs of this industry. Our solutions can help transform government effectiveness, efficiency, and accountability by giving you greater access to financial information and tighter control over spending priorities.

Our technology platform will enable your organization to assemble a complete, integrated set of leading-edge business applications. These integrated applications can be deployed quickly and inexpensively without complicated customizations and drawn-out implementation projects.

## *Innovative integration*

Reducing complexity is a vital goal for government organizations, and deploying systems that conform to interfaces that users already recognize can be one way to remove barriers to adoption, reduce training needs, and increase efficiency and effectiveness.

Many users are already proficient in using Microsoft applications, such as Microsoft® Word, Excel®, and Outlook®, to capture, analyze, and communicate information. Microsoft Dynamics tightly integrates with other Microsoft applications and technologies, which enables your organization to extend the value of your existing Microsoft investment, streamlining processes and allowing employees to work more efficiently and effectively. For example, budget data can be exported from Microsoft Dynamics to Microsoft Excel and distributed to administrators and other budget managers for updates, which can then be reviewed, approved, and imported back into your general ledger system. Form letters to constituents can be created in Microsoft Word and populated with data from Microsoft Dynamics. Financial reports can be generated in Microsoft Dynamics and shared through Microsoft Outlook with community members, administrators, and other departments, providing an easy and effective way to deliver progress reports and budget information. And Microsoft

# COMMUNICATION

Windows® SharePoint® Services can be used to create a centralized system for sharing process documents, financial information, meeting notes, and other office-oriented information, enabling your people to stay organized and share knowledge across the organization.

By integrating the applications your users already know and use with your financial system, government organizations can simplify processes, increase access to information, and reduce the complexity for all parties involved.

## *Partners with industry expertise*

Microsoft Dynamics solutions are delivered by a network of partners with expertise in government. They can provide local, personalized service—from planning and implementation, to customization, to ongoing support and education. That means you get world-class business solutions from professionals who understand government and will be there as conditions change.

## *Plan for growth*

Organizations need systems that can deliver a strong return on investment (ROI) in meeting current needs, while providing for the opportunity to scale dramatically to account for organic growth, acquisitions, changes in business focus, and other foreseeable future changes to the business. Microsoft Dynamics, along with Microsoft server technologies and productivity solutions, offers tremendous flexibility and scalability to implement the solution to meet today's requirements and to allow for substantial future growth and change.

To learn more about how integrated, affordable Microsoft Dynamics capabilities can help your government organization, visit [www.microsoft.com/dynamics/government](http://www.microsoft.com/dynamics/government)



## **Microsoft**

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Microsoft Dynamics is a line of integrated, adaptable business management solutions that enables you and your people to make business decisions with greater confidence. Microsoft Dynamics works like familiar Microsoft software such as Microsoft Office, which means less of a learning curve for your people, so they can get up and running quickly and focus on what's most important. Built to work with Microsoft technologies, it works easily with the systems your company already has implemented. By automating and streamlining financial, customer relationship, and supply chain processes, Microsoft Dynamics brings together people, processes, and technologies, helping increase the productivity and effectiveness of your business, and helping you drive business success.

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