

Do you need help to manage the finances of your community group, charity or social enterprise? If so, Voluntary Action North Lanarkshire (VANL) can help!

VOLUNTARY
ACTION
North
Lanarkshire

VANL provides a professional, low cost and secure Digital Community Accountancy Service (DCAS) for community groups, charities and social enterprises of all sizes, to help them manage their finances effectively and efficiently.

DCAS uses the respected online accountancy software Xero, which allows a real-time bank feed to be linked into customers' digital accounts, making financial management and reporting easy and accurate. Xero software is easy to use and is compatible with Microsoft and Apple computing software.

DCAS also supports smaller to medium sized organisations that do not require an audit to maintain adequate financial records and to have their annual statement of accounts ready for independent examination (also known as an Independent scrutiny) to be completed for them by VANL.

DCAS is designed around customers' needs and is user-friendly. Key benefits of DCAS are:

compliance with all relevant legal requirements

review of financial policies and controls, with improvements identified and supported

ability to create an unlimited number of cost centres

accurate financial record-keeping

ability to track income and expenditure in real time and review financial position instantly

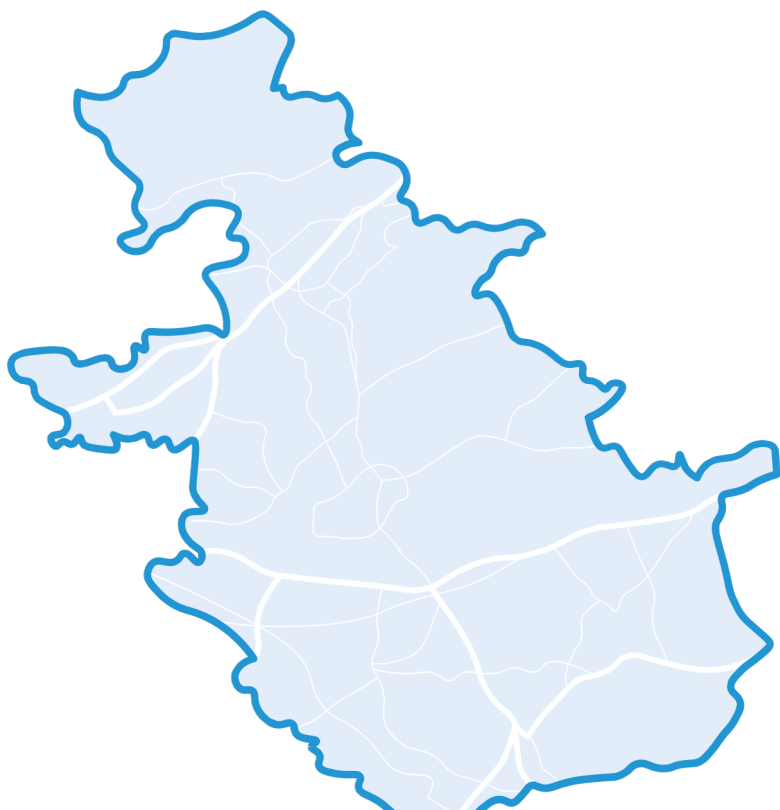
ability to produce accurate and timely financial reports for trustees and funders with ease

time-saving compared to paper-based systems

secure digital, remote storage and access to your financial information - Xero uses industry-standard data encryption, so your financial information is always protected

access to professional financial support at low cost

In addition, if required, VANL can prepare annual accounts and provide an Independent Examination of accounts as part of the service.



VANL provides three levels of core service as set out below for a modest annual fee.

Service Provided	Tailored Service	Level Two: £650 a year	Level One: £1,300 a year
Xero Cloud Accounting Subscription	Yes	Yes	Yes
Review of financial transactions and accounting entries	Yes - Tailored	Yes – 12 hours a year	Yes – 24 hours a year
Year-end accounts preparation (within 12 weeks of year-end date)	Yes	Yes	Yes
Year-end Independent Accounts Examination (within 12 weeks of year-end date)	Yes	Yes	Yes
Monthly payroll VANL can also provide a stand-alone payroll service if required – please contact us for more information.	Yes - Tailored	Not included	Up to 1 staff member within this subscription rate. With an additional fee for each additional member of staff if required.

VANL is also able to discuss bespoke quotes based on groups' particular needs and circumstances.

Supplementary Costs if required	
Setting up accounting system if required. This would be a one-cost in addition to annual subscription. This can be provided remotely or in person.	£50 an hour, plus travel costs if required (Will require between three and six hours maximum).
Training if required. This can be provided remotely or in person.	£50 an hour, plus travel costs if required.
Secure postage costs if required as part of initial set up where customer is moving from a paper-based systems.	Recharged at cost.

If you are interested in DCAS, please contact VANL to discuss at DCAS@vanl.co.uk

