

	Oversight	Growth	Scale
	<i>Goshen keeps your books in standard compliance mode while you handle the bookkeeping.</i>	<i>This is collaborative effort between you and Goshen. You do half the work and we take care of the rest.</i>	<i>Goshen becomes your full accounting department to take care of everything.</i>
ACCOUNTING SERVICES	Starting at \$675 to \$975 monthly	Starting at \$975 to \$3,675 monthly	Starting at \$3,675 to \$7,675 monthly
SERVICES / SCOPE OF WORK FEATURES	QuickBooks Online Plus Paid By Client	QuickBooks Online Plus or Advanced Paid By Client	QuickBooks Online Advanced Paid By Client
Accounting Software Subscription Level	QuickBooks Online Plus Paid By Client	QuickBooks Online Plus or Advanced Paid By Client	QuickBooks Online Advanced Paid By Client
Quick tune-up of existing chart of accounts, classes, products/services, and location tracking	✓	✓	✓
Revenue and Receivable Management			
Recurring revenue import/coding from online donor databases to QBO	X	✓	✓
Recurring customer invoicing and payments assistance with classes and job costing tracking	X	Up to 50 per month only using QBO invoicing	Up to 100 per month using both QBO invoicing or custom tailored to send via email.
Accounts receivable reviewing and analysis	X	✓	✓
Accounts Payable (Bills, Expenses, and Receipts) Management			
Expenses management and credit card spending using Divvy and Ramp	X	✓	✓
Bill and Bill Payment Assistance using Bill.com or Relay Pro with multi-level approvals	X	Up to 25 bills per month*	Up to 50 bills per month*
Accounts payable analysis including vendor follow-ups to resolve billing discrepancies	X	✓	✓
Accounts Reconciliation / Month-End Closing / Others			
Monthly Credit Card Reconciliation	✓	Max 1 account*	Max 2*
Monthly Bank, PayPal, Stripe, Authorize.net , and Investments Reconciliations	✓	Max 4 accounts*	Max 8 accounts*
Monthly accounting adjustments of prepaid expenses, deferred revenue, liabilities and net assets	✓	✓	✓
Restricted grants and funds management with monthly adjustments	✓	✓	✓
Monthly standard financial reports with commentary for analysis	✓	✓	✓
Annual organizational budget development and maintenance	✓	✓	✓
Fixed Asset Management with Schedules	✓	✓	✓
General Support & Advisory Meetings			
1-hr business health review and financial review meeting with the executive team	Semi-annual	Quarterly	Monthly
Custom form with approvals to submit accounting requests to the Goshen team	✓	✓	✓
Access to Goshen's Learning Hub	✓	✓	✓
Asana space for everyday communication, requests, and questions to our firm	✓	✓	✓
Goshen support email for customers & vendors/suppliers' collaboration	✓	✓	✓
Goshen Shared Drive portal for documents archival and unlimited access	✓	✓	✓
Goshen Engagement Team	Controller with 1 bookkeeper	Controller with 2 bookkeepers	CFO, Sr. Accountant, and 2 bookkeepers

OPTIONAL ADD-ONS	
Catch-up Bookkeeping with QuickBooks Online Setup and Customization	Custom priced
File year-end 1099s that meet the IRS threshold of \$600 or more (Email & Mail)	Custom priced
Recurring Full-Service Payroll and Benefits Management with Multiple states including registrations	Custom priced
Recurring grants management that consists of reviews, budget development, and spending tracking	Custom priced
Recurring events tracking and budget development	Custom priced
Ad-hoc meetings with grantors and funders	Custom priced
Custom ad-hoc/special reports/financial dashboards based on your request	Custom priced
Annual audit and tax preparation support including liaison with external CPA firm	Custom priced
Virtual attendance to up to 4 board meeting or finance committee meeting to present finances	Custom priced
Other consulting work such as staff training, governance policies reviews, fundraising advice, strategic plans, etc.	Custom priced

Complete the short questionnaire on our website at www.goshenaccountingsvcs.com to get started with getting your books in top shape or call us at 678-408-1283.