

WINPACCS® CLOUD
the integrated software solution for international aid organisations



Case study: WINPACCS at an NGO

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Workshop

09



Chantal Menjivar-White

Project Finance Officer



Block III (14:30-15:15)

Case study: WINPACCS at an NGO

Are you interested in how WINPACCS is employed in practice at an NGO? Then this is the workshop for you! Find out which groups of people at DAHW German Leprosy and Tuberculosis Relief Association are working with WINPACCS, and how it supports internal tasks and processes. Listen to the story of a well-known NGO using WINPACCS and ask your questions.

Agenda

1. Introduction DAHW
2. Why WINPACCS?
3. User Groups – DAHW International
4. User Groups – DAHW Germany
5. Practical uses of WINPACCS
 - Project Application/Approval
 - Funding
 - Budget Structures and Budgets
 - Project Implementation
6. Future Plans for the use of WINPACCS at DAHW

History of DAHW

1. Inception of DAHW in 1957
2. Focus on leprosy, then expansion to include tuberculosis and name change, now also Neglected Tropical Diseases (NTD) specialist
3. Areas of operation
 1. Medical and social work
 2. Research
 3. Humanitarian Aid
 4. Global learning

Why WINPACCS?

1. Previously used systems
 1. Banana – financial accounting software
 2. PROMIS – Project management system
2. Decision for WINPACCS
 1. Integrated software solution specifically for international aid organisations
 2. Comprehensive customizing functions
 3. User-friendly and uncomplicated
 4. Offline availability
 5. Support – quick, worldwide

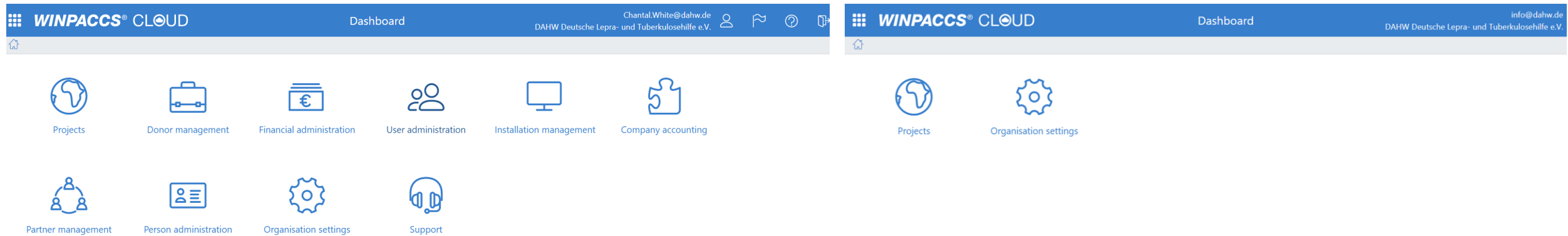
User Groups –DAHWA International

1. Regional Offices
 1. WP Cloud
 2. WP Cost Control
 3. WP Accounting
2. Program Offices
 1. WP Cloud
 2. WP Cost Control
 3. WP Accounting
 4. WP Cashbook

User Groups – DAHW Germany

1. Medical-Social Projects department
 1. WP Cloud
 2. WP Cost Control
 3. WP Accounting
2. Public Relations and Fundraising department
 1. WP Cloud

Rights and roles



Different kind of the dashboard based on the specific roles of the individual user, which are assigned according to the user's area of responsibility.

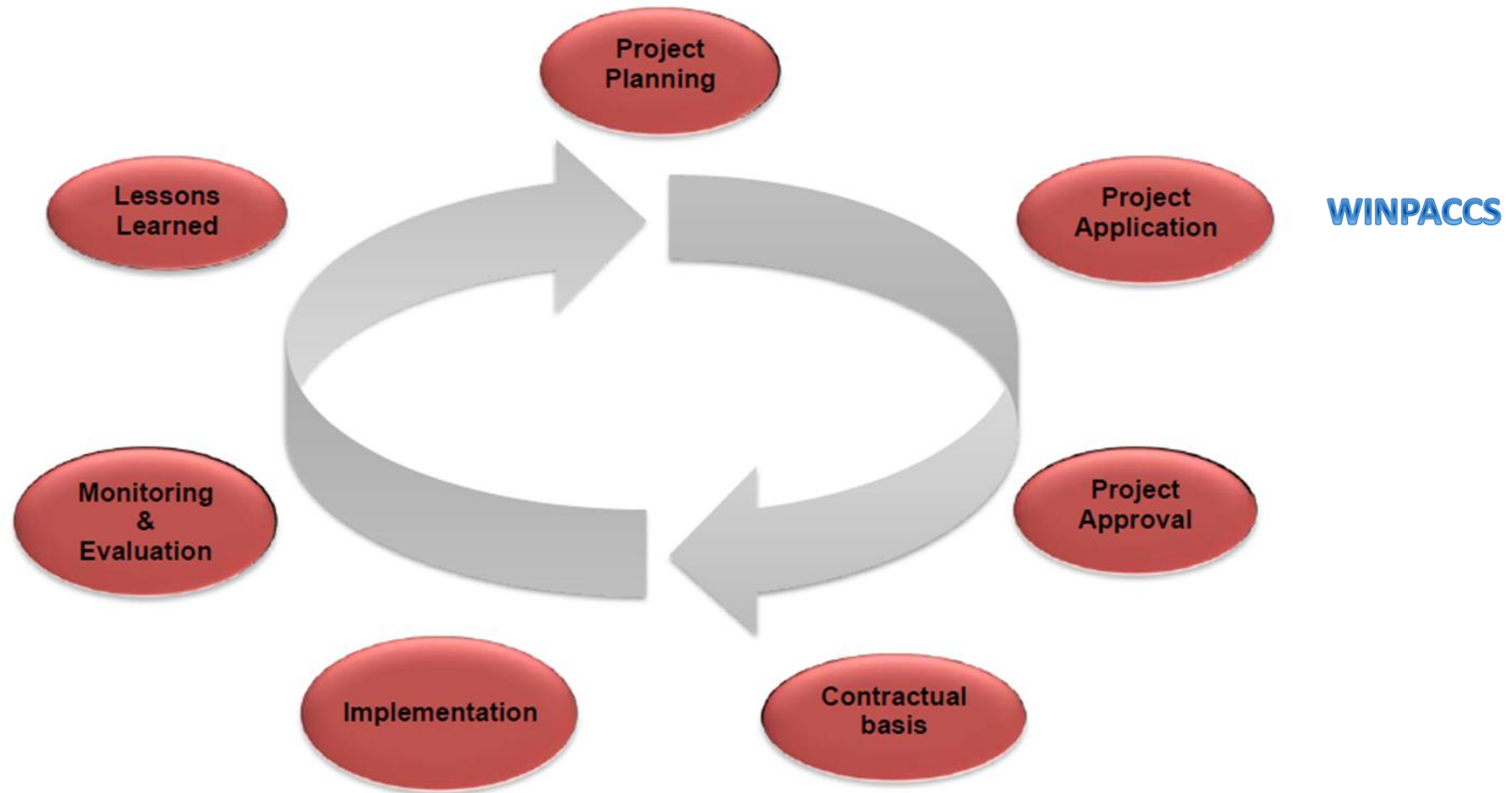
Project Cycle @ DAHW

The use of WINPACCS begins with a project proposal.

Once the project proposals are submitted, the projects are entered in WP Cloud.

Currently WP is used for all parts of the project cycle, except Monitoring and Evaluation and Lessons Learned.

With the newly developed project monitoring and planning tool we can go full circle.



Project Application/Approval

Depending on the status of the project, additional fields are available in the project master data.

The Organisation Unit at DAHW is used to show in which office the project management is based.

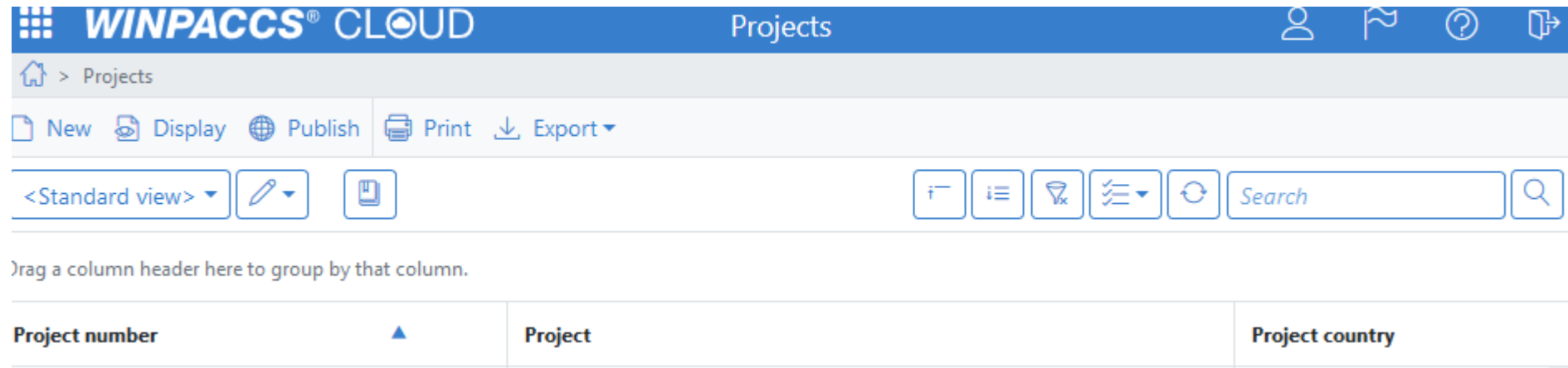
Project master data	
Project number	<input type="text"/>
Project (German)	<input type="text"/>
Project status	<input type="text" value="In planning"/>
Supra-regional	<input type="checkbox"/>
Project country	<input type="text" value="<No selection>"/>
Organisation unit	<input type="text" value="<No selection>"/>
Project start	<input type="text"/>
Project end	<input type="text"/>
Head of project	<input type="text"/>
Project address	<input type="text"/>
Project goal	<input type="text"/>
Brief description	<input type="text"/>

Individual fields	
DAHW desk officer	<input type="text"/>
Region	<No selection> ▼
DAHW Obligation at project start	<input type="text"/>
Beneficiaries	<input type="text"/>
Age	<input type="text"/>
Gender	<No selection> ▼
Sector of Intervention	<input type="text"/>
Service Delivery Areas	<input type="text"/>
Type of Partner Organization	<input type="text"/>
Total Budget in EUR	<input type="text"/>
Type of project	<No selection> ▼
Type of funding	<No selection> ▼

Individual fields provide the possibility to add detailed information about the project according to the organization's needs.

This data then enables the users to filter for specifications in the project.

Example of the use of individual fields



Within the functional area ,Projects', users can set up specific views:

- Public views
- Views for user

Filter options:

- All data contained in the project master data can be selected, including ,individual fields'.

Funding

Specifications about the contract and total funding are entered in the project in the functional area ‚Funding‘.

Individual fields allow for additional information to be displayed (customizable per the organization’s needs).

Reporting requirements and deadlines

WINPACCS® <i>software for development</i>		Funding		
Projekt mit Standardvorlagen (9.99.18.20)				
General				
Funding	Basket Funding 2018 - 2020	Funding period		
Contract number,	-	Overall project period		
Contract number,	-			
Consent date	10/1/2017	Contract status		
Grand total	1.00 EUR	In planning		
Comment	-			
Individual fields				
DAHW desk officer	-			
Partner’s total budget and sources of funding	-			
Signed Agreement of Allocation/Partner Agreement	No			
Form of funding				
Type of funding	Miscellaneous	Comment		
Donor	Basketfunding	-		
Title of donor	-			
Requirements for money	No requirements			
Supply of funds in the	Supply of funds from head office			
Reporting				
-				

General | **Income**

Income postings of the project accounting

Grand total funding 1.00 EUR

Total income 0.00 EUR

Vouch...	Vouch...	Voucher date	Posting date	VC :
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◀ ◀ 0 ▶ ▶ 10 ▾ Entries per page

✓ Post ✕ Cancel ⚙ New subsequent posting 🗑 Delete subsequent posting

TRANSACTION

Transaction category: 1 Supply of funds

Transaction type: 1 by Head Office

VOUCHER INFORMATION

Voucher number: <new>

Posting text:

Amount in voucher currency: 0,00 USD

ACCOUNT ASSIGNMENT

- 1 by Head Office
- 2 due to currency exchange
- 3 by external project
- 4 local own project
- 5 local own project AR
- 6 local external project
- 7 local external project AR

Possibility to set up the funding in a way that creates an overview of local donations.

All Supply of Funds from local external project will be displayed.

Budgets



#	Budget structure
1	Fighting NTD Budget Structure
2	Budget Structure - Salaries
3	Salaries Detailed

Budgets are based on budget structures (DAHW specific or donor defined).

Allows for comparison of plan/actual figures.

Budgets can be in various currencies.

Budget line code	Budget line
01.	Salary - 001
1.	Net Salary - 001
2.	National Health Insurance Fund Contributions -001
3.	Workers Compensation Fund Contributions - 001
4.	National Social Security Fund Contributions - 001
5.	NMB PAYE Contributions - 001
6.	Public Service Social Security Fund - 001
02.	Salary - 002
1.	Net Salary - 002

Project Implementation

1. Daily entries in WP Accounting
2. Tracking of financial standing through WP Cost Control
3. Digital Vouchers
 - Roll-out to all countries
 - Time savings
 - Reduced search efforts
4. Any changes/ adjustments to project duration, budgets, staff or funding are added in WP Cloud

Future plans for the use of WINPACCS at DAHW

1. Switch to new WP Accounting module and Project Controlling
2. Fund transfer
3. Project planning, monitoring and evaluation through WP

Your questions?