

Project Accounting Software

Solutions for Government Contractors

Software built for Government Contractors – By Government Contractors

At PROCAS, we understand that in order for government contractors to thrive, or even survive, they need pinpoint accuracy and accountability for every facet of their operation – from every hour worked by every employee, to every dollar spent on every project. We know because we've been there – as former CFOs and controllers for government contractors and as an industry-leading software provider for more than a decade.

PROCAS Software was Specifically Designed to:

- Comply with Federal Acquisition Regulation (FAR) Part 31
- Satisfy the audit requirements of the Defense Contract Audit Agency (DCAA)*

Accounting, Timekeeping and Expense Reporting Software

Our mission is to support government contractors by providing DCAA compliant* project accounting software that is easy to use, affordable and supported by industry specialists. That's why companies across the country have chosen our solutions. PROCAS was the first to offer a hosted solution and has been doing so since the year 2000.

- Indirect rate calculations, job cost ledger, project status reports and automated billing
- Automatic drill down from high-level summary information to transaction-level details
- Employee timekeeping and expense reporting
- More intuitive; significantly easier to implement and operate than other systems
- Safe and secure information transmission
- Cost-effective and easily scalable from start-ups to multi-segment organizations
- Implemented and supported by specialists in government contract accounting and information systems

*While the Defense Contract Audit Agency (DCAA) does not support, endorse or approve accounting software from any vendor, PROCAS clients report that they consistently pass DCAA audits.

PROCAS Accounting™ Features

Automated Billing

Cost plus, time & materials and fixed price contract types are supported by the billing system, and invoices can be produced in a number of different formats including the government standard forms 1034 and 1035. Billing amounts for Direct, Fringe Benefits, Facilities, Material Handling, Subcontract Admin., Overhead, G&A, Fee, Retainage and T&M rates by labor category are calculated automatically.

Indirect Rate Calculations

Indirect rates can be calculated automatically for Fringe Benefits, Facilities, Material Handling, Subcontract Admin., Overhead and G&A. The indirect rates can be further segregated by division, location and work-site.

Budgeting

Budgeted hours and dollars can be recorded by date, general ledger account, project, task, CLIN, subtask, option year, cost center, employee, vendor or client and labor category. An unlimited number of budgets can be entered into the system, and actual costs can be reported against any one budget or span any range of budgets.

Projects

Project and task information is maintained within the system including: customer, contract number, contract date, period of performance, funding, etc. Direct labor and direct cost reports are available with selection criteria to filter ranges of dates, projects, tasks, employees, vendors, labor categories, general ledger accounts, etc.





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Project Status Report

Project Status Reports allow the user to compare amounts earned to amounts funded to determine the backlog in both hours and dollars. Reports can be displayed at various levels of detail, allowing users to manage their contracts more easily.

Job Cost Ledger

Job cost ledger reports allow the user to compare revenue to fully-burdened direct costs at various levels of detail to determine profitability by project and task. Indirect rates for Fringe Benefits, Facilities, Material Handling, Subcontract Admin., Overhead and G&A are applied to the direct costs in order to calculate the fully-burdened cost of the projects. Provisional, budgeted and actual indirect rates are all simultaneously applied to the direct costs, and the user can choose which set of indirect rates to include when generating job cost reports.

Accounts Payable

Vendor records are maintained and vendor invoices are recorded in the system. Open vendor invoices are selected for payment, and checks are generated. Accounts payable aging reports display open vendor invoices aged up to 30, 60, 90, 120 and over 120 days old. The system prints 1099s for consultants at the end of the year.

Accounts Receivable

Customer records are maintained and invoices to customers are recorded in the system. Accounts receivable aging reports display open customer invoices aged up to 30, 60, 90, 120 and over 120 days old.

Bank Reconciliation

Items that have cleared the bank are marked in the bank reconciliation module. The remaining open items are reconciled to the accounting records and displayed on the bank reconciliation report. The bank reconciliation reports can be printed for any historical period at any time.

General Ledger

Numerous versions of balance sheet, income statement, statement of cash flows, general ledger, trial balance and aging reports are available. General ledger reports include selection criteria to filter ranges of dates, projects, tasks, employees, vendors, labor categories, general ledger accounts, etc.

Purchase Orders

Purchase orders can be created to establish orders for items from vendors and/or labor hours from subcontractors and consultants. Invoices from vendors can be matched to purchase orders, and open quantities/hours can be tracked by purchase order.

Personnel

Personnel records are maintained within the system to record address and contact information, employment and review dates, pay rates and default expense and liability information. Direct labor, indirect labor and employee labor reports are available with selection criteria to filter ranges of dates, projects, tasks, employees, vendors, labor categories, general ledger accounts, etc. Labor utilization reports that display the percentage of labor expended by person on each type of activity are also available.

System Setup and Security

The system setup screens have been organized in the order that they should be completed, and most of the setup screens include default values. Security groups are maintained within the system, and each user is assigned to the appropriate security group to establish access rights within the system.

Online Timesheet Software

Employees, subcontractors and/or consultants can enter time from anywhere. Completed timesheets are submitted and approved electronically and then pulled into the accounting system for job costing, billing and financial reporting.

Online Expense Report Software

Employees, subcontractors and/or consultants can enter expenses from anywhere. Mileage rates for privately owned vehicles as well as daily per diem rates for lodging and meals & incidentals are maintained by the system and applied to expense reports. Completed expense reports are submitted and approved electronically and then pulled into the accounting system for job costing, billing and financial reporting.

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