



# The Ultimate Guide to Sparkrock Impact ERP for Nonprofits



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## THE CHALLENGE FOR NONPROFITS

Nonprofit organizations today are expected to do more with less—and to do it with absolute accuracy. Yet most teams still rely on a patchwork of disconnected systems for finance, HR, scheduling, payroll, and reporting. Each department ends up working from its own version of the truth, creating blind spots, duplicated effort, and constant concerns about data integrity.

Instead of supporting your mission, these siloed systems slow it down. Staff spend hours chasing information that should be at their fingertips. Reporting becomes a scramble of spreadsheets. Approvals stall. Small errors snowball into compliance risks. And leadership is left making decisions without reliable, real-time insight.

While ERP systems should solve these challenges, most solutions on the market were built for for-profit businesses, not mission-driven organizations. That means nonprofits are forced into costly, time-consuming customizations and workaround processes, all while competing for product support and roadmap attention against the commercial enterprises that dominate those platforms' user bases.

### Your organization deserves better.

Sparkrock Impact ERP brings everything together—purpose-built for nonprofits—so your people, processes, and data finally work as one.



## INTRODUCING SPARKROCK IMPACT ERP

Sparkrock Impact is ERP built for nonprofits, by people who have led nonprofits. Our team includes former nonprofit CFOs, CIOs, Directors of Finance, and Controllers who have lived and lead through the same challenges as our customers.

Sparkrock Impact ERP integrates finance, HR management, payroll, expense claims, and employee scheduling into one cloud-based application that is built on the robust foundation of Microsoft Business Central.

Sparkrock makes reporting stress-free, reduces multiple data entry time and risk, and restores confidence in your numbers.

## A Best-in-Class ERP

**\$3.2**

Billion/year

Nonprofit finances  
managed

**\$1.1**

Billion/year

Nonprofit payroll  
processed

**36k**

Employees/month

Nonprofit paystubs  
processed

**20+**

Years

Of nonprofit sector  
experience



SPARKROCK IMPACT ERP FOR NONPROFITS

## SPARKROCK FINANCE

Sparkrock Finance, part of Sparkrock Impact ERP, is built and backed by people who have actually worked in nonprofit finance. Sparkrock Finance gives you a single, secure system to manage project, fund, and grant accounting, budgeting, expense claims, fixed assets, and more—all while significantly reducing manual work and administrative stress.

- Balance grant requirements, shifting budgets, and board expectations in one place
- Reduce reliance on manual workarounds and disconnected tools
- Track multiple and restricted funding sources with clarity and ease
- Oversee program spending without losing sight of the bigger picture

## General Ledger with Analytical Accounts

Track every transaction with precision using Sparkrock's integrated General Ledger. Apply flexible custom dimensions like program, fund, department, project, or location to categorize transactions and gain deeper insight into how money moves through your organization.

With these dimensions, you can break down and analyze financial data in ways that make sense for your team. See spending by program across departments, understand how specific grants are being used, or compare project costs across locations. There's no need for manual workarounds or complex spreadsheets.

Built with public sector and nonprofit requirements in mind, Sparkrock supports real-time budget validation and makes it easier to stay aligned with funder expectations. Your team can report faster, stay audit-ready, and make confident decisions with the full picture in view.

## Project and Grant Accounting

Track every dollar tied to a specific project or grant, from initial funding through to final reporting. Assign expenses and revenues directly to the correct project or grant, with built-in rules to ensure compliance and reduce the risk of errors. You can view real-time balances, track commitments, and generate reports that clearly show how funds are being used.

When audit time comes, everything is already in place. Sparkrock makes it easy to produce detailed records, demonstrate accountability, and respond to funder requests without scrambling for data. It's designed to support the financial transparency your organization needs to build trust and secure future funding.

## Fund Accounting

Manage restricted, unrestricted, and designated funds with clarity and control. Sparkrock's fund accounting tools are purpose-built for organizations that need to track multiple funding sources while staying compliant with donor, board, or government requirements.

Each transaction is tagged to the appropriate fund, allowing your team to separate financial activity without maintaining separate ledgers or duplicating work. You can see how much is available in each fund, monitor how those funds are being spent, and ensure they're used according to the rules set by funders or internal policies.



## Budget Planning and Management

Build and manage budgets with the confidence that comes from having accurate, real-time data at your fingertips. You can set up multiple budget versions, compare scenarios, and adjust forecasts as new information becomes available. Because everything ties back to your general ledger and analytical dimensions, you get a clear view of how your budget aligns with your operational goals.

Built-in controls help you monitor spending against budget in real time, reducing the risk of overages and helping managers make informed decisions before issues arise. Whether you're planning for a new program, evaluating funding impacts, or preparing board reports, Sparkrock makes budgeting a more strategic, less reactive process.

## Cash Management

Stay on top of your cash position with real-time visibility into your inflows, outflows, and available balances. Sparkrock gives you the tools to monitor cash across all your accounts, so you can make informed decisions and avoid surprises.

With integrated bank feeds and reconciliation tools, your team can track transactions as they happen and ensure records stay accurate and up to date. Built-in forecasting helps you project future cash flow based on budget, historical data, and upcoming commitments, giving you a clear picture of what's ahead.



## Requisition Management

Make it easier for staff to request what they need while keeping full control over spending. Staff can submit requests through an intuitive interface, with built-in prompts that ensure the right information is captured up front. Approvers are notified automatically, and each step is tracked so there's no confusion about status or next steps.

Every request is checked against available budget in real time, helping prevent overspending and making sure purchases align with financial priorities. Whether it's for supplies, services, or travel, Sparkrock gives you full visibility into the process from request to purchase.

## Purchasing

Track vendors, contracts, and purchase orders in one place so nothing falls through the cracks. You can see which vendors are approved, what terms are in place, and how spending compares to previous periods or budgets. Built-in rules ensure that purchases follow your organization's approval paths and spending limits.

With full visibility into the procurement process, finance teams can reduce delays, avoid duplicate purchases, and maintain stronger vendor relationships. Sparkrock helps you stay compliant, control costs, and make better decisions with accurate purchasing data at your fingertips.



## Accounts Payable

Invoices can be matched against approved purchase orders and receipts, with built-in validations that catch discrepancies before they become issues. Approvals are routed automatically based on your organization's rules, so nothing gets held up or missed.

With everything tracked inside Sparkrock, finance teams get real-time visibility into outstanding liabilities, payment status, and vendor history. You can reduce manual effort, minimize errors, and pay vendors on time—without chasing down paperwork or status updates.

## Accounts Receivable

Create and send invoices based on predefined templates, track due dates, and monitor payment status in real time. You can easily sort by customer, fund, or project to understand where money is coming from and where follow-ups are needed.

With built-in reporting and aging summaries, it's easier to stay ahead of overdue accounts and improve overall cash flow. Sparkrock helps you reduce delays, avoid missed payments, and maintain stronger financial oversight across the organization.



## Expense Management

Give staff a faster, easier way to submit expenses while maintaining full control and compliance. Receipts can be uploaded on the spot, and expenses are automatically routed for approval based on your organization's policies. Approvers can review and respond quickly, with full visibility into the request and how it aligns with budget and fund restrictions.

Finance teams gain back valuable time with fewer errors, reduced back-and-forth, and centralized tracking. From submission to reimbursement, every step is logged, auditable, and visible in real time—so you can close the books faster and ensure expenses are always under control.

## Inventory Management

Track items across multiple locations, assign inventory to specific programs or departments, and set thresholds to trigger restocking. Whether you're managing office supplies, technology, or other essentials, everything is recorded in one system connected to your financial data.

With real-time visibility into quantities on hand and usage trends, you can reduce waste, avoid shortages, and make informed purchasing decisions. Sparkrock gives you the tools to manage inventory efficiently while supporting accountability across your organization.



## Fixed Assets

Sparkrock makes it easy to track the full lifecycle of fixed assets, including purchase details, depreciation, maintenance, and disposal. Each asset is recorded in the system with key information like purchase date, location, responsible department, and funding source. Depreciation is calculated automatically based on your accounting rules, helping you stay compliant and reduce manual work during audits or reporting cycles.

You can also schedule and track maintenance activities to extend asset life and plan for replacements. With everything in one place, your team can plan more effectively, manage assets responsibly, and generate accurate reports when they're needed.

## Financial Analysis

Turn your financial data into actionable insight. With Sparkrock, your team can access real-time reports and dashboards that go beyond static spreadsheets to give you a clear, up-to-date view of your organization's financial health.

Filter and analyze data by fund, department, program, project, or any custom dimension to understand where you're performing well and where attention is needed. Dashboards highlight key trends, variances, and performance indicators, making it easier to support leadership decisions with accurate and timely information.



SPARKROCK IMPACT ERP FOR NONPROFITS

## CASE SNAPSHOT: DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

### The Challenge: Outdated Tools, Rising Costs

DNSSAB was using an outdated and costly system that made them rely on Excel spreadsheets to complete most tasks. With more than 75 funds to manage, the organization was searching for a solution that catered to their specific needs and could handle complex reporting to 4 different government funders.

### The Solution: Purpose-Built ERP

After implementing Sparkrock, DNSSAB reduced immediate accounting costs by \$20,000 and virtually eliminated human error. Reporting became a breeze.

Their month-end report – which used to take 3-4 weeks to prepare, trapping the team in an endless reporting cycle – can now be ready in 2 days.

“

It took two finance officers to handle the many workarounds we developed. The system was not user-friendly and delayed the simple process of retrieving financial information.

*Sara Tonks, Director of Finance and Administration*

”

**DNSSAB estimates saving about \$50,000 per year thanks to Sparkrock, which can be reallocated back into their services.**

“We deal with many different government funders and Sparkrock Finance gives us the flexibility to get the required information reported properly, accurately, and fast. **It's wonderful and liberating to be confident that our information is correct.**”

*Sara Tonks, Director of Finance and Administration*

## SPARKROCK IMPACT ERP FOR NONPROFITS

## SPARKROCK IMPACT HRP

Human capital management at nonprofits is anything but simple. Between tracking time, managing onboarding, staying compliant with policies, and ensuring payroll accuracy, HR and Payroll teams are pulled in multiple directions—often without the tools or time they need. When systems don't speak to each other, admin work piles up, and strategy takes a back seat.

Sparkrock brings these moving parts together in one place. With connected tools for employee data, leave management, and payroll, your HR and Payroll teams can move faster and with more confidence. Approvals are easier. Records are cleaner. New hires get up and running without the usual delays. Sparkrock gives you the visibility and control you need to lead your people well and keep your organization running smoothly.

-  Make proactive decisions that support both staff and strategy
-  Track qualifications, performance, and milestones from one secure system
-  Align staffing decisions with budget and funding requirements
-  Get real-time visibility into vacancies, turnover, and leave trends
-  Support compliance with union rules and internal policies

## Human Capital Management

Manage your entire workforce in one secure, centralized system.

Sparkrock's HCM functionality gives you full visibility into employee records, certifications, union details, and employment history, all in one place. This helps eliminate disconnected systems and keeps your team focused on people, not paperwork.

Built for nonprofit and public sector needs, Sparkrock supports secure access controls and integrates with scheduling, payroll, and benefits. This reduces manual data entry and helps departments stay aligned across the employee lifecycle. You gain efficiency and confidence while staying ready for audits and funding reviews.

## Position Management

Create and manage positions separately from individual employees to support better planning and control. Sparkrock's Position Management tools let you define roles with key attributes like job type, funding source, union group, salary band, and location. This structure makes it easier to understand your organization's staffing needs at-a-glance.

Track vacancies, forecast hiring requirements, and align staffing with your budget. HR and Finance teams can collaborate more effectively when each approved position is tied to programs, grants, or organizational priorities. It also helps you avoid overstaffing or exceeding approved headcounts.



## Employee Onboarding

Sparkrock's onboarding functionality includes automated workflows, task checklists, and employee self-service to keep everything organized. New hires—including permanent, seasonal, and grant-funded staff—can complete forms, upload documents, and access key resources from day one.

HR teams save time by eliminating paper forms and one-off email reminders. Managers can track progress in real time and ensure nothing is missed during the onboarding period. This creates a more welcoming experience for new hires and helps everyone stay on the same page.

## Benefits Tracking

Track benefit eligibility, enrollment, and coverage details in one organized and accessible system. Sparkrock makes it easy to manage plan participation, key dates, and changes across your entire workforce. HR teams can quickly view who is enrolled, what plans they have, and when updates were made. Staff can access benefit details through self-service, cutting down on routine HR inquiries.

Designed with nonprofit needs in mind, Sparkrock supports union-specific entitlements, multiple plan types, and funding-based benefits. Whether your organization manages one plan or several across departments, you can stay organized and compliant.



## Leave Management

Track vacation, sick time, and other leave types with clear balances, automated accruals, and built-in approval workflows. Sparkrock gives employees and managers real-time visibility into available time off and pending requests. Accrual rules are applied automatically based on union agreements, employment contracts, or organizational policies.

Managers can review and approve leave requests with ease, helping reduce bottlenecks and scheduling conflicts. Employees stay informed about their entitlements without relying on HR for updates. This reduces administrative burden and supports better planning across teams.

## Self-Service Portal (Managers and Employees)

Empower employees and managers to access what they need without relying on HR for every request. With Sparkrock's self-service tools, staff can view pay stubs, update personal details, submit time off or change requests, and track approvals from any device. Managers can review team information, approve requests, and stay on top of workflows in just a few clicks.

This level of access reduces back-and-forth communication and frees up HR and Payroll teams to focus on higher-value work. Employees get quick answers and transparency into their records, which improves trust and engagement. Managers stay informed and responsive without waiting on manual updates.



## Automated HR Change Requests

Automate common HR updates like job changes, salary adjustments, and employment status changes using built-in workflows. Sparkrock routes each request through the correct approval path based on your organization's structure and policies. Every action is documented and easy to track, reducing the chance of delays or errors.

HR no longer needs to manage updates through emails or spreadsheets, and managers get clear visibility into where each request stands. This keeps processes moving and ensures changes are completed on time. It also improves accountability by creating a full audit trail for every decision. Sparkrock supports multiple approval levels, funding rules, and position types.

## Time Keeping and Schedule Management

Track hours worked, manage schedules, and monitor exceptions from a single, centralized system. Sparkrock helps employees enter time, view schedules, and flag issues, while managers can quickly approve submissions and monitor attendance trends. Integration with payroll and reporting ensures accurate data flows across your organization.

This functionality is ideal for nonprofit teams juggling multiple shifts, locations, and union agreements. It reduces the risk of errors, prevents overscheduling, and keeps everyone aligned with real-time updates. Managers gain control over staffing, and HR gets the insights needed to support compliance and planning. Built for organizations with complex scheduling needs, Sparkrock supports configurable rules, shift patterns, and exceptions.



## Payroll

Run payroll with confidence whether you're processing in-house or using a third-party provider. Sparkrock supports compliant payroll for both US and Canadian teams and ensures data flows accurately from HR, scheduling, and time entry. This reduces the risk of duplicate entries, late payments, and manual corrections.

You can calculate earnings, apply deductions, and manage benefit contributions based on union rules, funding sources, or employment types. Payroll cycles run more smoothly with accurate inputs and fewer last-minute surprises. Built for nonprofit complexity, Sparkrock helps you manage split-funded roles, grant-specific payroll reporting, and cross-border compliance.

## Reporting and Business Intelligence

Access real-time dashboards and reports that give HR and leadership teams instant visibility into workforce trends, costs, and operational metrics. Sparkrock's reporting tools allow you to track headcount, turnover, leave balances, compensation, and more, all with configurable filters and drill-down capabilities. You can build reports by department, funding source, union group, or location to answer questions quickly and accurately.

These insights support data-driven decisions around staffing, budgeting, and compliance. Whether you're preparing a board report, responding to a funder request, or identifying patterns across teams, the information you need is always up to date. HR leaders can act faster and with more confidence, backed by accurate and accessible data.

Built into Sparkrock's integrated system, Power BI reports pull directly from HR, payroll, scheduling, and finance data. There's no need to export to spreadsheets or chase down numbers from different teams. Your organization gets a clear picture of where things stand and where to focus next.



SPARKROCK IMPACT ERP FOR NONPROFITS

## CASE SNAPSHOT: ACTION GROUP

### The Challenge: Buried in Admin, Distant from Clients

Action Group was processing over 600 timesheets by hand every two weeks. There was no efficient way to cross-reference information to get a complete view of employees, time, and schedules. All of their payroll data had to be manually coded and keyed into their finance system. Frontline staff were frustrated, supervisors were burnt out, and payroll staff were churning.

### The Solution: Systems That Click, Teams That Talk

Sparkrock's Online Employee Scheduling and Relief Bidding Modules took the pain out of scheduling—no more frantic last-minute phone calls to fill shifts. Plus, integrated finance and payroll software meant that Action Group's days of spreading 600 timesheets out on a table for manual reconciliation and entry had finally come to an end.



“Because 95% of our staff work in remote locations, they used to be so disconnected from the agency it was almost like they didn’t work for us at all.

*David Williams, Communication and Technology Director*

Action Group was able to reallocate 1.5 FTE back to strategic duties thanks to Sparkrock's connected nonprofit ERP.

“With our new system we've reduced the need for 1.5 full-time (payroll) employees and have been able to reallocate these resources from data entry into more strategic duties.”

*David Williams, Communication and Technology Director*

## SPARKROCK IMPACT ERP FOR NONPROFITS

## BUILT ON MICROSOFT, BUILT FOR NONPROFITS

Sparkrock Impact ERP, powered by Microsoft Business Central, brings together the strength of Microsoft's cloud platform with features built specifically for nonprofits, human services, and public sector organizations. You get trusted technology with tools designed for the real work you do; like managing funding, staying audit-ready, and making reporting faster and easier.

Over 375,000 nonprofits worldwide use Microsoft Cloud solutions, and for good reason. Microsoft is the world leader in productivity and business management software, and recognized the important role that nonprofits play. In 2024, Microsoft awarded \$4.7 in grants and discounts to nonprofit organizations.

## MICROSOFT PROVIDES:

-  Scalability and flexibility to grow with you
-  Trusted cloud security and compliance
-  Integrations with Outlook, Teams, Excel, Power BI, and more
-  A modern, always-up-to-date solution
-  AI-powered tools through Microsoft Copilot

## SPARKROCK ADDS:

-  Features tailored to the realities of nonprofit operations
-  Deep knowledge of sector regulations and reporting
-  A support team who knows your world firsthand
-  Tools that give you a real operational advantage
-  The reassurance that you'll always get our "A" team, because we *only serve nonprofits and public-sector organizations*

Sparkrock Finance and Sparkrock Impact HRP are built on the robust foundation of Microsoft Dynamics 365 Business Central. Our users enjoy the same security, longevity, and innovation that Microsoft customers expect from their products—plus the exclusive, nonprofit-specific features built in to the system by Sparkrock.

### Finance & Procurement

Project & Grant Accounting	Commitments / Encumbrances	Accounts Payable	Accounts Receivable
Fund Accounting	Expense Claims	Fixed Assets	Inventory Management
Requisition Management	General Ledger	Budget Management	
Financial Analysis	Purchasing	Cash Management	

### HR Management

Position Management	Employee & Manager Self-Service	Seniority Management
Benefit Management	Training & Qualification Management	Employee Management
Compensation Management	Collective Agreement Management	Absence & Leave Management

### Scheduling & Time Entry

Time Entry	Time Clock	Shift Trading	Employee Scheduling
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### Payroll Administration

Payroll Administration	Optional Functionality
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### Sparkrock Capabilities

 Sparkrock-Exclusive  
(100% built by Sparkrock)

 Sparkrock-Led  
(>50% built by Sparkrock)

 Sparkrock-Enhanced  
(<50% built by Sparkrock)

## SPARKROCK IMPACT ERP FOR NONPROFITS

# Introducing Sparki™ AI

Sparki™ AI brings powerful intelligence into your ERP, making it easier for your team to ask questions, uncover insights, and act with confidence. Whether it's searching for information, analyzing data, or making faster decisions, Sparki AI is designed to support the people behind the work.

With natural language tools and built-in intelligence, you don't have to dig through reports or wait on IT. Sparki AI helps staff across finance, HR, and payroll find what they need, when they need it.

From flagging issues before they become problems to answering tough questions during budget season, Sparki AI helps your organization stay focused, responsive, and ready for what's next.



## SPARKROCK IMPACT ERP FOR NONPROFITS

## mySparkrock: The Mobile ERP That Puts People First

Meet mySparkrock, the mobile ERP solution that gives your team direct access to critical tools whether they're in the office, out in the field, or working remotely. From submitting expenses to managing schedules and viewing pay information, this mobile ERP makes everyday tasks faster and easier.

No more backlogs caused by mobile access issues. Employees and managers can take action in real time, lightening the load on HR and Finance teams.

mySparkrock works hand-in-hand with Sparkrock Impact ERP, keeping data connected across departments for better accuracy, stronger decision-making, and smoother operations.

### KEY MOBILE FEATURES INCLUDE:

**Expenses and Claims**  
Submit, track, and approve while on the move.

**Pay and Tax Access**  
View and download pay stubs and tax forms.

**Financial Insight**  
Compare budgets and trends from any device.

**Training and Qualifications**  
Register for sessions and track certifications.

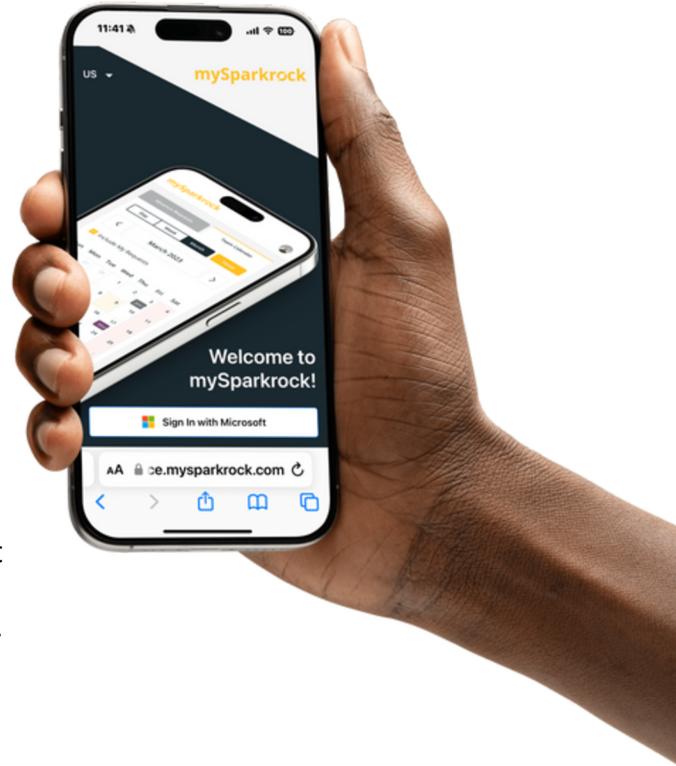
**Task and Absence Management**  
Handle leave requests and tasks from anywhere.

**Scheduling and Time Entry**  
View shifts, track hours, and manage schedules.

**Manager Self-Service**  
Monitor performance and approve requests from your phone.

**Multi-Language & Sign-In Options**  
Use Microsoft or Google login and select your preferred language.

**Device Compatibility**  
Access the platform on virtually any smartphone, tablet, or browser.

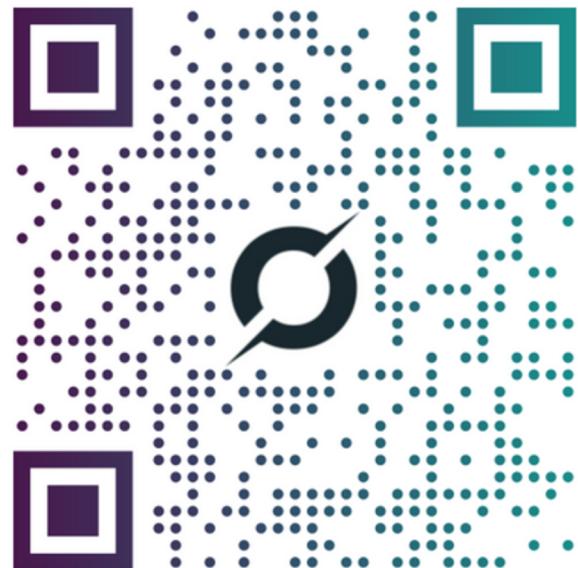


SPARKROCK IMPACT ERP FOR NONPROFITS

## ARE YOU READY TO SPARK CHANGE IN YOUR NONPROFIT?

With Sparkrock Impact ERP for nonprofits, you'll have the tools to manage your finances and workforce more efficiently so you can focus on what you do best. Go from paper-based processes to intelligent online workflows and access the data you need to make a real difference in your community.

**Scan the QR code to book your Sparkrock demo!**



### ABOUT SPARKROCK

Sparkrock provides purpose-built enterprise software for nonprofits, school boards, and public sector organizations across North America. Founded in 2003 with a simple goal—to help mission-driven teams do more good, with less stress—our roots are in nonprofit finance, and our passion is community impact.

Our ERP solution is built on the secure Microsoft Dynamics 365 Business Central platform and designed to reduce manual work, improve oversight, and support smarter decision-making. From fund accounting to payroll to procurement, we help organizations gain the clarity and control they need to serve their communities with confidence.