



My **G** iving .Online

For recording all your donations and submitting claims directly to the HMRC

My **M** embership Manager .Online

Easy to use membership system with rotas, groups, families, emails and much more

My **F** und Accounting .Online

Designed for users of all experiences to produce your accounts with ease

# MyFundAccounting.Online

A brief outline of the features

# MyFundAccounting.Online

Is designed for all users, those who have never done any accounts before to accountants and auditors - different facilities for different users

- ✓ The software does all the heavy lifting for you
- ✓ Easy to setup with income and expenditure categories already setup by Salisbury diocese for you.
- ✓ Create as many funds as required
- ✓ Budgets are easy to setup and tracked automatically - just produce the report when needed
- ✓ The software can remember previous entries to use over again when needed
- ✓ Use template transactions to ease entering information
- ✓ Import directly from bank statements
- ✓ Easy to use bank reconciliation
- ✓ Reports available at the click of a button INCLUDING the Return of Parish Finance
- ✓ Support and training available for you, if needed
- ✓ Plus much more...

# Cloud based software

This has a number of benefits over software installed on your computer

- ✓ Remote access - from anywhere there is internet access
- ✓ No software to install on your computer
- ✓ Always using the most up to date software
- ✓ Backups are done automatically for you
- ✓ Share the work - multiple people can be given access to and work on it at the same time
- ✓ Can be used on all sorts of devices - PC's, Apple Macs', iPads, Tablets etc
- ✓ Link to our free mobile apps
- ✓ Highest level of security maintained at all times
- ✓ Systems externally tested regularly by an independent security company

# Consolidation

The structure of our software is designed for consolidating at the click of a button.

Whether it is MyFundAccounting and you need to

- ▶ Produce a set of financial reports for one church
- ▶ Consolidate a parish to produce reports
- ▶ Consolidate a benefice to produce accounts

Or if it is our MyGiving and you need to

- ▶ Submit a claim to the HMRC for one church
- ▶ Submit a claim to the HMRC for the parish
- ▶ Send Thank you letters out

Or our MyMembership software

- ▶ You want everyone within the parish grouped under one GDPR policy
- ▶ With individual churches maintaining their own membership, with subsets for Youth groups etc

Access to the relevant information is all maintained by the Parish user



No consolidation  
- one church only

**St Lukes**  
**Balance Sheet detailed**

		As at 31/12/2022	As at 31/12/2021
<b>Fixed assets</b>			
	6420: Investment shares	5,600.00	-
	6430: Multimedia sound system	10,000.00	-
	<b>Total Fixed assets</b>	<b>15,600.00</b>	<b>-</b>
<b>Current assets</b>			
	6501: Bank current account	102,377.00	105,282.00
	6505: Bank deposit account	31,330.00	31,090.00
	6590: Cash in hand	100.00	100.00
	6600: HMRC Gift Aid	500.00	-
	Z05: Accounts Receivable	120.00	-
	<b>Total Current assets</b>	<b>134,427.00</b>	<b>136,472.00</b>
<b>Liabilities</b>			
	6601: Loans received	3,000.00	3,000.00
	6699: Agency collections	100.00	-
	<b>Total Liabilities</b>	<b>3,100.00</b>	<b>3,000.00</b>
	<b>Net Asset surplus (deficit)</b>	<b>146,927.00</b>	<b>133,472.00</b>
<b>Reserves</b>			
	Excess/(deficit) to date	12,855.00	33,370.00
	Z01: Starting balances	133,472.00	100,102.00
	Z02: Gains/(losses) on investment assets	600.00	-
	<b>Total Reserves</b>	<b>146,927.00</b>	<b>133,472.00</b>

**Represented by Funds**

General (Unrestricted)	21,886.00	17,217.00
Designated	7,306.00	7,250.00
Restricted	112,735.00	104,005.00
Endowment	5,000.00	5,000.00
<b>Total</b>	<b>146,927.00</b>	<b>133,472.00</b>

Consolidation -  
at the click of a  
button

Report Settings Data Developments Training (1/1/2020/1/1/2021)

Settings Name:  Recall Saved Settings

Group/Branches:

Financial Year Range:

- [Select all]
- The Parish of Data
  - Data Developments (01/2020 - 12/2020)
  - St Lukes (01/2021 - 12/2021)
  - St Marks (01/2021 - 12/2021)
  - St Matthews (01/2021 - 12/2021)
- The Parish of Developments
  - St Davids (01/2021 - 12/2021)
  - St Johns (01/2021 - 12/2021)
  - St Peters (01/2021 - 12/2021)

Save & Continue

# Consolidation - on a Parish

## The Parish of Data

### Balance Sheet detailed

	As at 31/12/2022	As at 31/12/2021
<b>Fixed assets</b>		
6440: Sound an projector system	8,500.00	8,500.00
6430: Multimedia sound system	10,000.00	-
6420: Investment shares	5,600.00	-
<b>Total Fixed assets</b>	<b>24,100.00</b>	<b>8,500.00</b>
<b>Current assets</b>		
6501: Bank current account	637,108.00	639,338.00
6505: Bank deposit account	35,950.00	33,210.00
6590: Cash in hand	200.00	200.00
6510: CCLA(CBF) deposit account	67,000.00	67,000.00
Z05: Accounts Receivable	120.00	-
6600: HMRC Gift Aid	500.00	-
<b>Total Current assets</b>	<b>740,878.00</b>	<b>739,748.00</b>
<b>Liabilities</b>		
6601: Loans received	3,000.00	3,000.00
6699: Agency collections	1,500.00	1,000.00
<b>Total Liabilities</b>	<b>4,500.00</b>	<b>4,000.00</b>
<b>Net Asset surplus (deficit)</b>	<b>760,478.00</b>	<b>744,248.00</b>
<b>Reserves</b>		
Excess/(deficit) to date	15,630.00	182,903.00
Z01: Starting balances	744,748.00	561,845.00
Z03: Gains/(losses) on reval of fixed assets	(500.00)	(500.00)
Z02: Gains/(losses) on investment assets	600.00	-
<b>Total Reserves</b>	<b>760,478.00</b>	<b>744,248.00</b>

#### Represented by Funds

General (Unrestricted)	456,787.00	449,468.00
Designated	13,746.00	13,690.00
Restricted	233,945.00	225,090.00
Endowment	56,000.00	56,000.00
<b>Total</b>	<b>760,478.00</b>	<b>744,248.00</b>

# Consolidation - on a Parish with details

## The Parish of Data Balance Sheet detailed

		As at 31/12/2022	As at 31/12/2021
<b>Fixed assets</b>			
St Lukes	6420: Investment shares	5,600.00	-
St Marks	6430: Silver	-	-
St Lukes	6430: Multimedia sound system	10,000.00	-
St Marks	6440: Sound an projector system	8,500.00	8,500.00
<b>Total Fixed assets</b>		<b>24,100.00</b>	<b>8,500.00</b>
<b>Current assets</b>			
St Matthews	6501: Bank current account	113,963.00	113,963.00
St Marks	6501: Bank current account	420,818.00	420,143.00
St Lukes	6501: Bank current account	102,327.00	105,232.00
St Lukes	6505: Bank deposit account	31,330.00	31,090.00
St Marks	6505: Bank deposit account	4,520.00	2,020.00
St Matthews	6505: Bank deposit account	100.00	100.00
St Marks	6510: CCLA(CBF) deposit account	67,000.00	67,000.00
St Marks	6590: Cash in hand	100.00	100.00
St Lukes	6590: Cash in hand	100.00	100.00
St Lukes	6600: HMRC Gift Aid	500.00	-
St Marks	Z05: Accounts Receivable	-	-
St Lukes	Z05: Accounts Receivable	120.00	-
<b>Total Current assets</b>		<b>740,878.00</b>	<b>739,748.00</b>
<b>Liabilities</b>			
St Lukes	6601: Loans received	3,000.00	3,000.00
St Marks	6699: Agency collections	1,400.00	1,000.00
St Lukes	6699: Agency collections	100.00	-
St Marks	Z04: Accounts Payable	-	-
<b>Total Liabilities</b>		<b>4,500.00</b>	<b>4,000.00</b>
<b>Net Asset surplus (deficit)</b>		<b>760,478.00</b>	<b>744,248.00</b>

and this also includes the Return of Parish Finance which can be printed individually or by the parish

## Return of Parish Finance January To December 2021

Parish ref:  
Parish :  
Central Wolverhampton

If this form is NOT completed on behalf of the entire parish, please list below the churches included.  
Wolverhampton: St Chad, Wolverhampton: St John, Wolverhampton: All Saints, Wolverhampton: St Peter

Deanery:  
WOLVERHAMPTON  
Diocese:  
Lichfield

INCOMING RESOURCES	UNRESTRICTED (nearest £)	RESTRICTED (nearest £)
<b>Voluntary income/receipts</b>		
01 Regular giving	120445	17810
03 Collections at services	24623	-
04 All other giving and voluntary receipts, including special appeals (recurring and one-off)	7270	27940
06 Gift Aid recovered	-	-
07 Legacies received (capital value)	1040	-
08 Grants (include recurring and one-off)	150	22300
<b>TOTAL Voluntary income</b>	<b>153528</b>	<b>68050</b>
<b>Activities for generating funds</b>		
09 Gross income from fundraising activities	33635	8020
<b>Income from investments</b>		
10 Dividends, interest, income from property etc	41100	480
<b>Church activities</b>		
11 Statutory fees retained by the PCC (weddings, funerals etc)	3120	-
12 Gross income from trading (e.g. hall lettings, magazine, bookstall)	83340	-
<b>Other incoming resources</b>		
13 Other incoming resources / receipts not already listed	-	-
<b>TOTAL INCOMING RESOURCES (from Financial Statements)</b>		
A Unrestricted	314723	
B Restricted	76550	
C <b>TOTAL</b>	<b>391273</b>	
<b>Planned givers and legacies</b>		
14 Number of regular givers	56	
16 Number of new legacies received		

Your diocese can supply notes to explain what section is. These are consistent with the guidance provided in PCC accountability, 2013.

Looking back across 2021, were there any ex...

RESOURCES EXPENDED	UNRESTRICTED (nearest £)	RESTRICTED (nearest £)
<b>Costs of generating income</b>		
17 Fund-raising activities (costs and payments)	295	300
<b>Church activities</b>		
18 Mission giving and donations	2185	-
19 Diocesan parish share contribution	58640	-
20 Salaries, wages and honoraria	17500	-
21 Clergy and staff expenses	6140	-
<b>Church expenses</b>		
22 Church expenses: Mission and evangelism costs	3340	-
23 Church running expenses	53760	18450
24 Church utility bills	32540	-
25 Costs of trading	8750	-
<b>Major capital expenditure</b>		
27 Major repairs to the church building	6470	-
28 Major repairs to the church hall or other PCC property, including redecoration	-	-
29 New building work to the church, church hall, clergy housing or any other PCC property	-	-
<b>SUB-TOTAL for Church activities &amp; expenses</b>	<b>189620</b>	<b>18750</b>
99 Other outgoing resources / payments	-	-
<b>TOTAL RESOURCES EXPENDED (from Financial Statements)</b>		
D Unrestricted	189620	
E Restricted	18750	
F <b>TOTAL</b>	<b>208370</b>	
<b>Cash and investment balances</b>		
34 Cash and deposit balances as at 31st December	45458	22000

## Return of Parish Finance (Church of England)

Data Developments Training (Organisation)

The report is the annual report required by the Church of England

This report is dependent on you having entered transactions into the correct nominal codes.

If you go to Accounts assistant, Nominal accounts, Income or Expenditure, you can set the section for each code.

It is most important that you ensure you have each income/expenditure code assigned to the correct section. Please see the manual or on-line help for more information.

Please note that each section's totals will be displayed as whole pounds. The main totals will then sum these rounded amounts together

Select the financial year for the report

2021

Separate recurring & non-recurring (Newcastle diocese)

Use a comma as 1000s delimiter

Refresh

The RPF has supplementary questions which you must complete by clicking on the button below. The answers you enter will be retained for future use so you only need to click the button again if any of the answers need modification. Upload your data to the central on-line system you will need the church code, parish code and parish password. Contact your diocesan office for these.

RPF Supplementary questions

Preview & Export

Preview XML

Submit to Church of England

Analytics Graphs & Charts

In fact, there are a wide range of reports available at the click of a button including...

- Receipts and payment reports
  - Bank reconciliation reports
- Fund Movement
  - Fund analysis
  - Monthly income and expenditure
  - Statement of Financial Activity
- Budget reports - including actual against budget
  - General ledger
- Trial balance
  - Balance sheet
- Transaction analysis
  - Comparison to previous years
- Statement of Assets and liabilities

# MyGiving.Online

Is designed for all recording ALL of your donations including Gift Aided, non-Gift Aided, GASDS, PGS, Donate Now buttons etc. And submitting eligible claims to the HMRC directly

- ✓ Enter all of your donors (or import them) with their declaration details
- ✓ Enter donations:
  - ✓ Directly - for example envelope donations, loose plate or GASDS donations
  - ✓ Enter and claim on Aggregate donations - a great time saver
  - ✓ Import directly from bank statements
  - ✓ Import from PGS statements
  - ✓ Automatic entry from our Donate Now buttons
  - ✓ Standing order or recurring entries
- ✓ Seamlessly integrates with MyFundAccounting to save duplicating entries
- ✓ Setup as many Purposes / Funds as required
- ✓ 'Copy and Paste' Donate Now buttons onto your website or ACNY page to enable online donations
- ✓ Submit Gift Aid and GASDS claims directly to HMRC in seconds
  - ✓ Claims on all eligible donations for the last four years (GASDS last two tax years)
- ✓ Design, email or post Thank You letters to donors
- ✓ A variety of reports available at the click of a button
- ✓ Support and training available for you, if needed
- ✓ Plus much more...

Claims made at the click of a button

MyGiving will report on any donations it can't claim on

Preview the claim first...

**Preview of Claim 19 May 2022 including donations dated on or before 19 May 2022**

<b>Data Developments</b>					<b>X12345</b>
Data Developments					

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<b>Gift Aid</b>				<b>Earliest Gift Included: 01/01/2020</b>
<b>Donor</b>	<b>Reference</b>	<b>Overseas?</b>	<b>Last Gift Date</b>	<b>Amount</b>
01/01/2020 to 31/12/2020				
Miss Sophie Baxter	010	No	01/01/2020	£ 25.00
Mr Adam Blue	005	No	22/01/2020	£ 70.00
Mrs Phoebe Croft	009	No	01/01/2020	£ 50.00
Mr James Davies	008	No	01/01/2020	£ 100.00
Mr Leroy Frasier	011	No	20/01/2020	£ 60.00
Mrs Renee James	012	No	20/01/2020	£ 25.00
Miss Lyn Short	013	No	20/01/2020	£ 30.00
<b>Gift Aid Total</b>				<b>£ 3419.60</b>

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<b>Gift Aid Small Donations Scheme</b>					
<b>Charity / Building</b>	<b>Tax Year</b>	<b>Eligibility</b>	<b>Given</b>	<b>Previous Claims</b>	<b>This Claim</b>
Hope Online	2020 / 2021	£8000	£3172.00	£2797.00	£375.00
Hope Online	2021 / 2022	£8000	£3250.00	£0	£3250.00
Hope Online	2022 / 2023	£8000	£300.00	£0	£300.00

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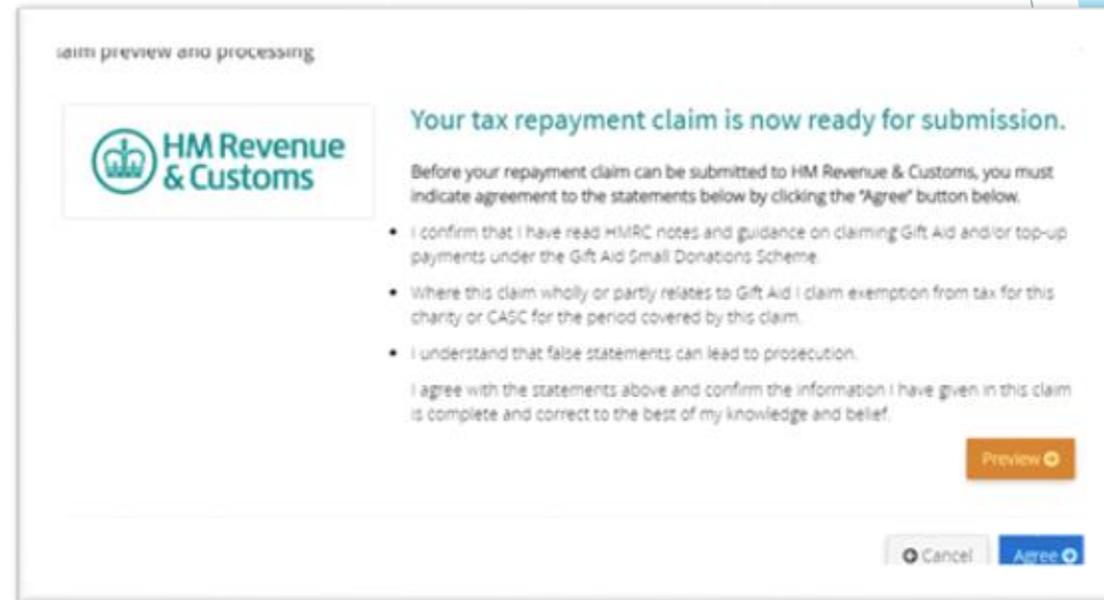
<b>Claim Totals</b>	<b>Gift Aid</b>	<b>Other Income</b>	<b>GASDS</b>	<b>Totals</b>
<b>Donations</b>	£3419.60	£0.00	£3925.00	£7344.60
<b>Claim</b>	£854.99	£0.00	£981.25	£1836.24
<b>Adjustment</b>	£0	£0.00	£0	£0
<b>Adjusted claim</b>	£854.99	£0.00	£981.25	£1836.24

**Other Info.**

Claims made at the click of a button

If all is well, click to submit the claim

MyGiving will then inform you that the claim has been submitted to the HMRC



Charts and graphs provide a useful snapshot



Data Developments  
Data Developments Wolverhampton Science Park Glaisher Drive Wolverhampton O1902 714030  
WV10 9TG



Mr Adams  
531 Stafford Road,  
Wolverhampton,  
United Kingdom,  
WV10 6QE

19 May 2022

Dear Adams

Thank you for your kind donation.

We really appreciate the fact that you think of us and care for the work that we do. If you would like to keep up to date with the work that we do why not join our Facebook group [Data Developments](#)

The details of your donations for the relevant tax year are listed below. Please note that each claim figure is +/- 1p because of the way that HMRC calculates the claim amount on the total given by everybody and not just the total given by each individual.

Purpose	Claim tax	Date	Given	Tax claimed +/-1p	
Foodbank	No	09/11/2021	25.00	0.00	
Foodbank	No	19/01/2022	10.00	0.00	
General Purpose	Yes	19/01/2022	100.00	0.00	
General Purpose	Yes	02/04/2022	50.00	0.00	
<b>Total for period</b>			<b>185.00</b>	<b>0.00</b>	<b>Total 185.00</b>

If you have any queries concerning the donations you have made, or indeed about any other matter, please do not hesitate to get in touch.

Also if currently have a Gift Aid declaration in place with us and you **no longer pay tax** please let us know as soon as possible so that we can update our records.

With best wishes

Stephen

and Thank you  
letters can be  
easily designed  
and sent

What help  
and support is  
available?



We have a variety of help, training and support available for you

- ✓ Our full range of online training videos for MyFundAccounting and MyGiving is available to you 24/7 with the Salisbury diocese package
- ✓ Our technical support is included
  - ✓ Telephone support Mon-Fri 9am-4pm
  - ✓ Email support tickets
- ✓ A range of in-program help videos and guides
- ✓ Our free Treasurer and Gift Aid webinars
- ✓ Our free monthly newsletter
- ✓ Our NEW Treasurer Support Group on Facebook

# Our new Treasurer Support Group on Facebook Group

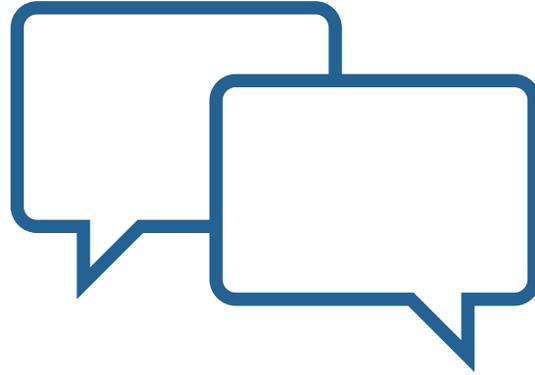
The aim of the group is to help and support new and existing treasurers through positive help and practical support.

At some point we were all new to church and charity accounting and so no question is too small or too simple to ask.



It's free and to join simply search:

"Treasurer Support Group"  
on Facebook



# 12 years ago we started publishing a monthly email newsletter:

Originally it started as a way for us to be able to inform our customers about:

- ❖ Upcoming training courses
- ❖ Open day events
- ❖ Conferences that we were attending
- ❖ New products
- ❖ And program updates

Overtime is has evolved into much more with information and resources from...



CHARITY COMMISSION  
FOR ENGLAND AND WALES



HM Revenue  
& Customs

