

Contributions Year-End Procedures

The ACS Contributions module maintains complete giving records for all contributors. These records include both regular contributors with and without pledges and one-time givers.

The Contributions module integrates with the individual records of the ACS People module, eliminating the need to enter contributor records twice. You can also configure the Contributions module to post your general ledger distributions directly to the ACS General Ledger module, and you can enter pledges at any time during the year.

- You can enter future contributions at any time.
- You don't need to clear posting or close the year. Instead of closing the year, you can [summarize contributions data](#), which is much like summarizing data in the Financial Suite.

Note



Make sure your batches only include transactions with dates in 2017.

Transactions with a posting date for next year must go in a separate batch. So, your 2018 batches should not have any 2017 contributions.