

Financial Services through CAMEO's Shared Services Center

<u>Services</u>	<u>Services</u>
<u>Fractional CFO</u> <ul style="list-style-type: none"> • Advise on financial strategies • Report financial performance to senior leadership, Finance Committee and Board of Directors • Establish or review/update investment policies, financial policies, procedures and internal controls • Review and analyze monthly/quarterly/annual key financial statements and historical trends • Train finance staff that are new to the CDFI industry • Data visualization • CECL compliance 	<u>Tax Return Support</u> <ul style="list-style-type: none"> • Liaise and coordinate with CPA • Prepare and transfer files to CPA • Review 990 draft and advise staff
	<u>Financial Audit Turnaround</u> <ul style="list-style-type: none"> • Liaise and coordinate with audit firm and Audit Committee • Prepare and transfer files to audit firm • Review audit draft and advise staff
	<u>Grant Proposals and Reports</u> <ul style="list-style-type: none"> • Create budgets for grant proposals • Create financial reports for funders
<u>Budgeting and Forecasting</u> <ul style="list-style-type: none"> • Create annual operating budget • Multi-year forecasting and modeling of lending capital needs and loan deployment, cash flow, income and expenses, asset management, and debt repayment schedule and future allowance for loan losses 	<u>Group Trainings & Templates</u> <ul style="list-style-type: none"> • Training on topics such as CECL compliance • Tools and templates for cash flow projections, financial health score matrices, key ratios, dashboards
<u>Accounting, Bookkeeping, Period Close</u> <ul style="list-style-type: none"> • Ongoing bookkeeping • Reconcile monthly bank statements • Process and track accounts receivable and accounts payable • Create monthly, quarterly, and annual financial report packages • Track ongoing grant expenses and revenues • Create quarterly donor restricted funds reports • Process payroll 	<u>Project-Based Tasks (including but not limited to):</u> <ul style="list-style-type: none"> • Finance assessment written report • Accounting software research & implementation • Year-End accruals/corrections • Asset capitalization/Impairment/Write-Off • Procurement services (PO policy)

Have questions? Please contact Adriana Williams at
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