SERVICES OVERVIEW

Grant-ready. Audit-ready. *Mission-ready.*

Managed accounting, finance, payroll, Medi-Cal billing, and data operations — built exclusively for nonprofits.

This overview covers what Bookr does, how we're accountable to you, and the operational standards every engagement is built on.

15-day CLOSE
Average month-end close, every month.

60-day ONBOARDING
From kickoff to audit-ready operating rhythm.

$1–25M RANGE
Annual nonprofit budget sweet spot we serve.

01 · WHO WE ARE

A fully managed back-office, built for *mission-driven* organizations.

Most nonprofits are running their finances with a patchwork of tools, not enough specialist staff, and disconnected processes. **Bookr is built differently.** We provide managed accounting, finance, payroll, grant management, and data operations exclusively for US-based nonprofits — every client gets a dedicated team with named owners, defined deadlines, and real-time dashboards.

15 days	60 days	$1–25M	100%
AVERAGE MONTH-END CLOSE	TO FULL AUDIT READINESS	ANNUAL BUDGET SWEET SPOT	NONPROFIT-EXCLUSIVE PRACTICE

Named owners, not anonymous teams.

Every engagement has identified, accountable leads — not a ticket queue or rotating bench. The same assigned staff on every close, every funder report, every audit.

Flat monthly subscription.

No hourly billing, no surprise invoices. Pricing is based on scope, not time. You know what your support costs before the month begins.

System-agnostic, no forced migrations.

QuickBooks, Sage Intacct, Xero, NetSuite, Blackbaud, Salesforce, Rippling, Gusto, ADP — we integrate with the stack you already run.

Built-in transparency via Pebble.

Every transaction your Bookr team processes is visible in real time — close progress, grant invoice status, board pack delivery — without sending a single email.

SECTORS WE'RE ALREADY SERVING

Arts & Culture · Disability Services · Workforce Development · Youth & Child Services · Environmental Justice · Community Advocacy & Civil Rights · LGBTQ+ Rights & Services · Health & Wellness · Maternal & Reproductive Health · Domestic Violence Prevention · Affordable Housing · Food Access & Security · Immigrant & Refugee Services · Racial Equity & Economic Development

02 · CAPABILITY 1 OF 5

Nonprofit Accounting

Fund accounting that closes on time, every time — with workpapers built daily so the annual audit becomes routine.

15-Day Month-End Close

01

Multi-fund reconciliation, allocation review, and variance commentary delivered within 15 business days — every month.

Functional Expense Allocation

02

Program, management & general, and fundraising expenses classified continuously — not rebuilt at year-end for your Form 990.

Continuous Audit Readiness

03

Audit workpapers, filings support, and compliance monitoring embedded in daily work — so your annual audit becomes routine.

Grant Fiscal Compliance

04

Restricted grant balances tracked by cost category in real time. Funder invoices reconciled, documented, and submitted before every deadline.

> *Every nonprofit deserves clean books, on-time financial reporting, and zero audit surprises. If that's not your reality today, here's what it should look like.*
>
> THE STANDARD WE HOLD OURSELVES TO — BOOKR OPERATING PRINCIPLE

03 · CAPABILITY 2 OF 5

Strategic Finance & CFO

Grant budgets, board reports, and forecasts — delivered from live numbers, with clear narrative and supporting documentation.

Board & Funder Reporting

01

Board reports and funder reports delivered early — built from live numbers with clear narrative and supporting documentation.

Budget Planning & Forecasting

02

Cash flow forecasting and burn-rate analysis with scenario planning across programs and grants.

Grant Budget Management

03

When a grant trends off-budget, Bookr flags it early — reallocation, budget mod, or funder conversation — before it is too late and the contract closes out with dollars on the table.

Nonprofit Capital & Advisory

04

Loan structuring, refinancing, and capital planning — built around restricted funds, board governance, and long-term sustainability.

POWERED BY PEBBLE AI

"Ask a question in plain language. Pebble AI pulls the right contract, reads the terms, layers in real-time performance data, and gives you a decisive answer — no folder digging, no waiting."

04 · CAPABILITY 3 OF 5

Nonprofit Payroll

Compliant, accurate, allocation-ready — defensible payroll built for audits, grant invoicing, and Form 990.

Payroll & Tax Compliance 01

On-time pay runs, correct withholding, Form 941 and state filings, W-2s and 1099s.

Program & Grant Allocations 02

Defensible program and grant allocations for payroll and fringe benefits — built for audits, grant invoicing, and Form 990 reporting.

Benefits & Exceptions 03

Benefits administration, stipends, reimbursements, garnishments, retro and off-cycle pay runs, terminations, and multi-state compliance.

Payroll System Integrations 04

Seamless integration with Rippling, Gusto, ADP, and your HRIS — no forced migrations or duplicate data entry.

> *Our staff have the security in knowing payroll will be accurate and on-time due to their phenomenal work. Bookr is an essential piece of our operations.*
>
> TI'ESH HARPER, SENIOR DIRECTOR OF PEOPLE OPERATIONS — THE ARC SAN FRANCISCO

05 · CAPABILITY 4 OF 5

Nonprofit Medi-Cal Billing

The revenue stream your mission can count on — end-to-end Medi-Cal billing for behavioral health, case management, and community-based services.

PAVE & NPI Enrollment 01

PAVE applications prepared and submitted, NPI and taxonomy codes registered, revalidation deadlines tracked, and holds or rejections resolved.

Managed Care Plan Credentialing 02

The right MCPs identified for your service area — contracting, credentialing, and plan-administrator deadlines managed alongside state enrollment.

Claims, Denials & Appeals 03

Eligibility verified before every claim. Denials, resubmissions, and appeals worked to resolution, with stalled balances followed up.

Revenue Cycle Reporting 04

Regular reporting on billed, paid, and outstanding claims — full visibility into where every dollar of Medi-Cal revenue stands.

THE REVENUE CYCLE WE MANAGE

ENROLL	PAVE · NPI Registration · Taxonomy Codes · Revalidation
CONTRACT	County MCPs · Credentialing · Rate Schedules · Documentation Standards
BILL	Eligibility Checks · Claim Submission · Denials & Appeals · Balance Follow-Up
REPORT	Billed · Paid · Outstanding · Claim Status

06 · CAPABILITY 5 OF 5

Data & Integration

Secure, connected data infrastructure — one source of truth across every system your nonprofit runs.

Integrations & Data Infrastructure 01

Automated sync across CRM, donor platforms, accounting, payroll, billing, and case systems — one source of truth.

Data Governance & Quality Controls 02

Standardized definitions, de-duplication, validation rules, and full audit trails — so every number is traceable to its source.

Privacy, Security & HIPAA Readiness 03

Role-based access controls, encryption, data retention policies, and PHI safeguards — built into the operating model.

Validated Pipelines 04

Monitored refresh cycles with named owners on every integration — pipelines you can rely on, not just connect.

SYSTEMS WE INTEGRATE WITH

ACCOUNTING	QuickBooks Online · Sage Intacct · Xero · NetSuite · Blackbaud Financial Edge
CRM & DONOR	Salesforce · Bloomerang · DonorPerfect
PAYROLL	Rippling · Gusto · ADP
CASE MANAGEMENT	Apricot · CommCare · Compyle · Casebook · Salesforce

07 · OUR PROCESS

From onboarding to *audit-ready* in 60 days.

When clarity matters, our partners rely on Bookr to move with confidence. Here's how every engagement is structured — three milestones, one disciplined cadence.



BASELINE & PLAN

Map & align

We map your current month-end close, grant workflows, and approval processes — then align on the operating standard you need: timelines, owners, reporting expectations.

CONTROLS & CADENCE

Build the rhythm

We implement a repeatable monthly rhythm: approvals, documentation, and review checkpoints. Compliance is built into every workflow, not bolted on afterward.

AUDIT-READY RHYTHM

Operate predictably

Month-end close lands on time, grant reporting and invoicing are funder-ready, and every number is supported by traceable documentation visible in real time.

THE STANDARD WE HOLD OURSELVES TO

- **Audit ready, always**
  US GAAP and OMB Uniform Guidance workpapers maintained continuously — not reconciled at year-end.
- **15-day month-end close**
  Multi-fund reconciliation and variance commentary — every month, no exceptions.
- **Board packs on time**
  Financial narratives and program P&Ls ready days before every board meeting.
- **Restricted funds, tracked live**
  Every restricted grant tracked by cost category in real time, with live fund balances.
- **Grant invoicing on schedule**
  Reconciled, documented, and submitted before every funder deadline — without reminders.
- **Variance flagged early**
  Grant burn rates tracked against approved budgets by cost category, with early-warning flags.

08 · CLIENT VOICES

Why nonprofits trust Bookr with their *core operations*.

> *Bookr transformed The Crucible's finances — turning inaccurate, inconsistent reporting into reliable monthly statements we could trust. In months, they corrected errors, ensured audit readiness, and aligned us with nonprofit standards.*
>
> **Seth Steward** / Former Executive Director — THE CRUCIBLE

> *Bookr provided preservation and stabilization strategies to support and sustain Black-led anchor institutions in San Francisco. They helped build financial sustainability, accountability, and diligence to build capacity in these organizations.*
>
> **Shakirah Simley** / Executive Director — BOOKER T. WASHINGTON CSC

> *Working with the Bookr team has been such a positive experience. They've helped us implement smarter systems and automations that give us a much clearer picture of our financial health.*
>
> **Sydney Zetune** / Co-Executive Director — FEAST

We serve nonprofits nationwide across workforce development, environmental justice, arts & culture, health services, housing, and community advocacy.

BOOKR

LET'S TALK

Ready to put your nonprofit's core operations on *autopilot?*

See how Bookr keeps your accounting, payroll, and reporting audit-ready — so your team can stay focused on the mission.

Book a Free Consultation →

BOOKR.INC/CONTACT-US