



THE FOURSQUARE CHURCH

Selecting an accounting software

Weeding through the options

There is no shortage of options regarding accounting software for churches. There are many church-specific software packages available that incorporate various functions, including: church specific software packages available that incorporate various functions including:

- Membership contact info
- Attendance tracking
- Child check-in
- Contributions tracking
- Facility planning

These integrated software packages are generally called church management systems (CMS) and are recommended for every church. Many CMS systems also offer an integrated accounting module. While this can provide a few benefits, including cost, church leaders should ask the following questions before opting to use these accounting modules:

1. How long has the software and company been in existence?
2. Can the company keep up with rapidly evolving technology and changes in financial regulations?
3. What kind of tech support is provided?
4. How many other churches use this software, and can they be a support network?
5. How proprietary is the software? Is it easy for new volunteers or staff members to learn?
6. How often is the software upgraded, and what is the cost?

Important note: While some software packages boast benefits such as streamlined integration of contribution tracking and deposit entries, these integrations are not big time savers, and having some separation between systems can help improve internal controls. Generally, the accounting module in the church management system is not as efficient as accounting software, which is specially designed for financial management.

Recommended Software

Every church should utilize accounting software to record all financial transactions. Accounting software will track all receipts and disbursements of the organization and automatically organize this information into financial statements and other helpful reports to help church leadership make financial decisions.

While churches are free to use any accounting software, Foursquare recommends [APLOS](#) for its affordability, restricted fund tracking, ease of use and the extensive resources and support available within the Foursquare network.