



Intacct Webinar

Allocation Groups to streamline your month end allocations

June 29, 2021

WEALTH ADVISORY | OUTSOURCING | AUDIT, TAX, AND CONSULTING

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Learning Objectives

- Define the difference between Transaction Allocations and Dynamic Allocations
- Identify how to set up multiple transaction allocations to automate month-end entries
- Recognize how Dynamic Allocations automates the entire allocation process





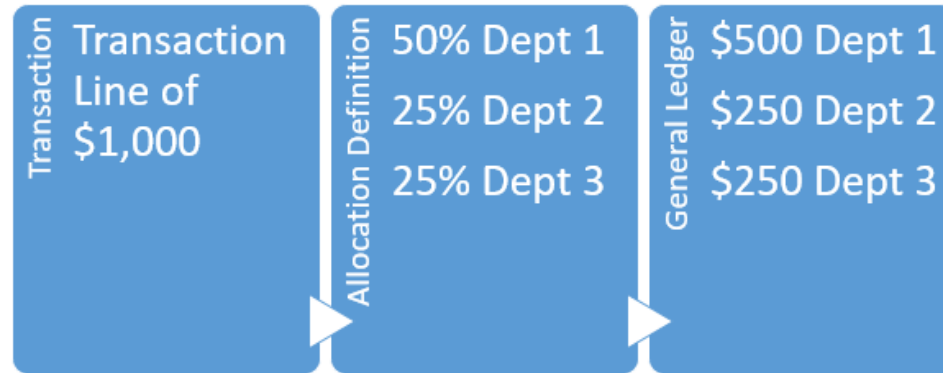
Transaction Allocations vs Dynamic Allocations

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Transaction Allocations

- Allocate *transaction amounts* across multiple dimensions for standard allocation combinations at the time of transaction entry
- Pre-defined allocation templates used when allocation percentages or amounts and dimensions are known at the time of transaction entry
 - Example: Utility expenses are always allocated across multiple departments



Transaction Allocation Uses & Types

- Transactions that utilize transaction allocations are:
 - Accounts Payable: Bills and Recurring Bills
 - Accounts Receivable: Invoices and Recurring Invoices
 - General Ledger: Journal Entries and Recurring Journal Entries
 - Purchasing: Invoice template transactions only (i.e., Vendor Invoices)
- Three types of Transaction Allocations:
 - Percentage Allocation
 - Exact Amount – Absolute
 - Fixed Amount with Over/Under logic



Dynamic Allocations

- Allocate *general ledger account balances* across multiple dimensions at regular intervals (monthly, quarterly, yearly)
- Used when allocation percentages or amounts are not known at the time of transaction entry



Dynamic Allocation Uses

- Dynamic Allocations are designed to automatically pull source balances and distribute them across dimensions according to the calculation method set as the basis and dependent on how you want them generated:
 - Manual: manually generate your allocations on a monthly, quarterly or yearly basis by clicking the Generate Allocation within the General Ledger
 - Group Allocations: if you have multiple dynamic allocations and need the ability to control the order that you want them to be processed or for convenience at period end
 - Recurring: take the manual step out and setup an individual allocations or allocation groups to run automatically per month, quarter or year





Automate all allocations with Intacct Dynamic Allocations

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Dynamic Allocation Process

- Perform Dynamic Allocations in four steps within the Account Allocation Definition:
 - Define dimension treatments and source pool
 - Define the distribution of the allocation
 - Determine the target entry for allocated amounts and reversal
 - Generate or schedule the allocation



Dynamic Allocation – Account Allocation Definition

- Dimension Treatment:
 - Set which dimensions are the allocation focus, not in focus or which dimensions need to be preserved
- Source Pool = Amount to Allocate
 - Group GL accounts or query individual GL accounts to determine the amount you need to allocate
 - Filter queries by dimension so only specific account balances are allocated
 - Determine the dimensions the source pool is pulling from



Dynamic Allocation – Account Allocation Definition

- Allocation Basis = determines how the amount is allocated
 - Dynamic Allocations can use general ledger, statistical accounts, budget values or employee timesheet activity to calculate allocation percentages
 - Key percentages directly into the allocation definition or setup for percentages to be defined by dimension or GL account



Dynamic Allocation – Account Allocation Definition

- Allocation Target Entry = where would you like the allocation posted
 - Post the Allocation to an Allocation book and Journal
 - Post the Allocation to a specific Target account
- Generate Allocation = Journal Entry
 - Uses calculation to allocate balances from source pool
 - Post reversing entry with rock solid audit trail





Streamline Month End with Allocations

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Dynamic Allocation Groups

- Allocation groups provide the ability to:
 - run several allocations on the same interval
 - process several allocation in a specific sequence

☰ Allocation Group

▼ Allocation group

Add a name and description for your new allocation group.

Group name *	Description *	Status
<input type="text" value="Month End Allocation"/>	<input type="text" value="Automated Month End Allocations"/>	<input type="text" value="Active"/>

Group error processing method *

Stop if a group member in the sequence fails

Skip and continue if a member in the sequence fails

▼ Allocation group members

Add members to your account allocation group.
The order here determines the order in which members are processed in the allocation.

	Member	Source pool time period	Basis time period	Posting journal
☰ 1	Fringe allocation	Current Month	Current Month	ALLO--Allocations
☰ 2	OtherBenefits	Current Month	Current Month	ALLO--Allocations
☰ 3	<input type="text" value="Member"/>	--	--	--



Recurring Allocation Groups

Recurring allocation plan

Plan Name *
Month End Allocations

Schedule

Journal entry start date *
01/31/2021

Ending on *
End Date

End on
12/31/2021

Repeat by period *
Months

Every
1

Months
Email Address *
ashley.klapperick@claconnect.com

Allocation ID

Select the allocation to be processed.
These will be processed on the GL posting date selected above.

Allocation run type

- Individual allocation ID
 Group allocation

Allocation group ID *

Month End Group

Allocate through period end

	Member	Source pool time period	Basis time period	Posting journal	Last posted date
1	Fringe allocation	Current Month	Current Month	ALLO--Allocations	--
2	OtherBenefits	Current Month	Current Month	ALLO--Allocations	--

- Recurring Allocations automate the allocation process by:
 - Creating a recurring schedule for an individual allocation
 - Create a recurring schedule for an allocation group



Streamlined Transaction Allocations

- Not using Dynamic Allocations, or feel that the application is not necessary at this time? Don't worry there's still ways you can try and automate the process as much as possible:
 - Create Transaction Allocation Templates
 - Create Recurring Journal Entry or Memorized Journal Entry templates
 - Apply Transaction Allocation to entry line that will be the allocation entry
 - Create pre-filtered memorized General Ledger Report





Intacct Resources

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Intacct Standard Allocations

September 15, 2016 | by Kathy Jastrzebski

What factor do you use to allocate utility costs across dimensions? You can't very well allocate all of the phone bill expenses to the Sales Department (even though they likely are the ones most frequently using the phone!). Do you run the General Ledger for a set account (or range of accounts and dimension filters) and then take that aggregate monthly amount and allocate by a percentage? OR do you enter the allocation at the time that you enter your AP bill? Therein lies the answer to whether you should use Intacct's Standard Allocations or CLA's Allocation Management. Today's post will cover the topic of Intacct's Allocation setup and use.

[Read More](#)



Thank you!



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