

# DATABASICS Time + Expense for Government Contractors™

DATABASICS Time + Expense for Government Contractors™ is the complete employee reporting solution for USAID and government contractors, simplifying timesheets and expense reporting while empowering organizations to streamline processes and control costs. DATABASICS is global, mobile, and fully integrates into your ecosystem of business applications, giving you real-time visibility to save time and money across all of your critical departments.

DATABASICS Time + Expense for Government Contractors™ provides an easy-to-use application that captures all dimensions of government contractor labor and expenses all within a single mobile app or web interface. The result is an all-in-one time/expense/leave system with grant/project tracking that opens communications between business systems and is DCAA-compliant.

*DATABASICS delivers on your most demanding requirements:*

## Fast & Simple

- ➔ One App that Easily Captures Time and Expenses
- ➔ Per Diems with Automatic GSA Rate Calculations
- ➔ Web and Mobile Solution
- ➔ Clean User Screens

## Streamline Processing

- ➔ Seamless Accounting, HR, Travel, and Payroll Integration
- ➔ Support for Global & Local Policies/Taxes & Multiple Languages
- ➔ Semi-Monthly/Monthly Timesheets
- ➔ Leave Request and Accrual Tracking
- ➔ Fast Reimbursements via Direct Deposit

## Gain Control & Compliance

- ➔ Audit Trails with DCAA Compliance
- ➔ Multi-Tiered Approval Workflows
- ➔ Floor Check Reports

## Increase Visibility

- ➔ 100% View of Costs
- ➔ Real-time Customizable Dashboards with Drill Down
- ➔ Built-in Canned Reports & Report Writer
- ➔ Real-Time Ad Hoc Queries
- ➔ Report Scheduling with Email Broadcasting

## Industry Leading Support

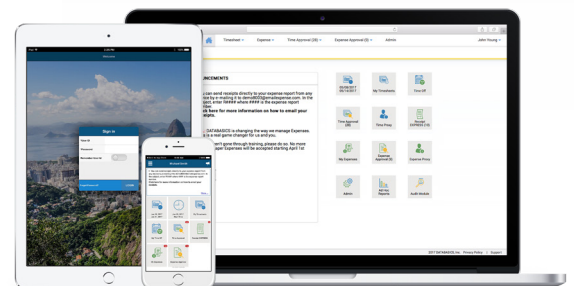
- ➔ Award-winning Customer Service Team
- ➔ 24/7 Customer Support

## Key Features

- Project/Grant Tracking
- Mobile Apps & Web Access
- Receipt Capture with OCR
- State and Federal Payroll Calculations
- Workflows & Business Rules Enforcement
- Standard Reporting
- Project/Cost Allocations
- Global Functionality
- Clock-In & Clock-Out
- Geo-fencing
- Integrated Reporting and Audit Module
- 24/7 Customer Support
- Partnerships with Leading Accounting, HR, Payroll, and Travel Companies

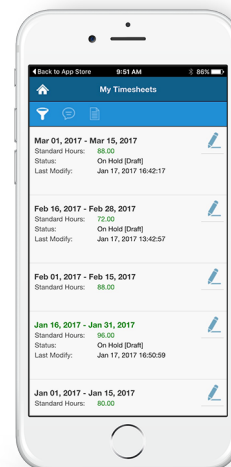
## How it Works

- Private Cloud-based System
- Works on All Browsers
- Single Sign-on with SAML
- Automated GL/HR/Project/Payroll Mapping
- Role-based Security
- Data Encryption
- Certifications: SSAE 18 (Financial Reporting), PCI (Credit Card), GDPR (Privacy), and EU-U.S. Privacy Shield (Privacy)



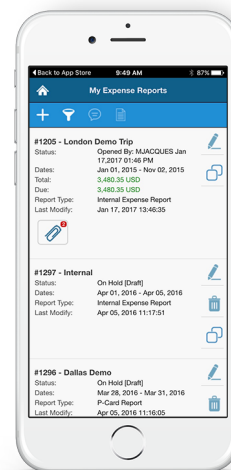
## Timesheet Entry | My Timesheets

The screenshot displays the 'Timesheet Entry' screen in the DATABASICS web application. At the top, there's a navigation bar with 'Timesheet' selected. Below it, a table lists time entries with columns for ID, Notice, Time Code, Project, Task, Department, and dates from Sat Sep 23 to Fri Sep 29. The table shows entries for 'ST Regular' and 'BT' tasks. On the left, a sidebar has sections for 'Notes', 'Attachments', 'Favorites (8)', and 'Validation'. At the bottom left, a summary box shows 'Standard Hours: 80.00', '13.00 TOTAL HOURS', and '0.00 INDIRECT HOURS'. The bottom right shows a 'View Leave Balance' link.



## Expense Entry | My Expense Reports

The screenshot displays the 'Expense Entry' screen in the DATABASICS web application. At the top, there's a navigation bar with 'Expense' selected. Below it, a table lists expenses with columns for Dates, Description, Expense Type, Business, Due, Note, and Reference Number. The table shows entries for 'Meals', 'Taxi', 'Airfare', and 'Parking'. On the left, a sidebar has sections for 'Cover Page', 'Expenses (4)', 'Attachments (3)', 'Credit Card Charges (19)', 'Advance (2)', and 'Validation'. At the bottom left, a summary box shows '393.00 USD TOTAL', '393.00 USD TOTAL BUSINESS', '0.00 USD ADVANCE', and '67.80 USD DUE EMPLOYEE'. The bottom right shows a 'Details' link for the selected expense.



"Our organization works with a number of government contracts in which we are required to be compliant in time & expense reporting. DATABASICS was chosen to replace our time & expense reporting systems, for it's ease of use and DCAA compliancy. The DATABASICS staff utilized their extensive knowledge and were able to provide us with a smooth implementation. Not only did Time & Expense prove easy to use for our staff, but it also helped us save time & money through streamlining our processes." - T. B., Accounting Manager, TechSolve, Inc.

Contact us at **800.599.0434** or for more information or visit us at [www.data-basics.com](http://www.data-basics.com).

### About DATABASICS

DATABASICS provides cloud-based Expense Reporting, Timesheet Management, and Invoice Processing automation. Providing global solutions in more than 140 countries, DATABASICS provides web-based and mobile business solutions to a broad spectrum of industries. For over 20 years, DATABASICS has solved problems in expense reporting and time tracking for leading organizations around the world. Headquartered in Reston, Virginia, the company also has offices in Montreal, Quebec.