Workday Human Capital Management for Nonprofits

Sweeping changes are reshaping the nonprofit workforce, and it has become more important than ever for HR to streamline processes; empower workers, managers, and leaders; collaborate across the organization; and align teams with strategic initiatives.

Organizations should be able to rely on their systems to guide them through these changes, but many are challenged by inflexible legacy on-premise systems. And third-party bolt-on solutions call for complex and costly integrations, yet offer limited functionality and require data synchronization across applications.

Workday Human Capital Management (HCM) is fundamentally different, with a single source for data, a single security model, and a single user experience. This configurable enterprise management cloud application evolves to meet the needs of nonprofits in a rapidly changing world.

Built for whatever comes next.

The adaptable foundation in Workday HCM is designed to address the challenges you face today and prepare your organization for whatever the future brings.

- **Unified data core:** When your information comes from one unified source, it's always up to date and available—anytime, anywhere. With a unified suite of applications, you can ensure consistency, gain visibility, and accommodate your organization's unique operational requirements.
- **Flexible framework:** Use multidimensional criteria so your HR and finance teams both get what they need. Workers can be grouped logically by function or reporting hierarchy and organized to align with financial structures such as division, cost center, or location.
- **Agility:** Innovative technology enables you to easily configure, adapt, and automate your applications to meet your evolving needs. This all happens without having to rely on IT or consulting resources, reducing delays and costs often associated with process changes.
- **Actionable insights:** Reporting and analytics are native to Workday HCM and inherit the security configurations you set up around data. Reports, dashboards, and scorecards are easy to configure, change, update, and publish. With transactional and analytical data in the same system, you can drill down into data and take action on it from anywhere within Workday HCM, enabling you to manage your organization in real time and with full confidence in data integrity.

Key Benefits

- Empower employees, managers, and leaders through self-service
- Gain a more complete picture of your employee base
- Easily configure the system for your specific business needs
- Take action at the point of decision
- Benefit from a predictable cloud-delivery cost model

Key Features

- A 360-degree operational view of real-time data, personalized dashboards, and analytics
- More than 500 delivered business processes built on industry best practices

Results

- 56% improvement in benefits time spent on strategic work
- 52% improvement in compensation time spent on strategic work
- 62% reduction in late time corrections
- 23% reduction in time to onboard new hires
- 11% reduction in payroll cycle time

- **Innovative security methodology:** Security is a core part of what makes Workday HCM flexible and easy to use. Set up security once and it governs the data across Workday HCM no matter how it's accessed—via browser or mobile app.
- **Mobile-first design:** A single application provides access to all of Workday HCM. It's always in sync, so changes made on the mobile app instantly appear in the browser version and vice versa, making it possible to move fluidly between mobile and desktop.
- **Proactive compliance monitoring:** Workday features always-on audit functionality, and all compliance-related updates are rolled out to customers at the same time and maintained by a team of experts.
- **Machine learning:** Delivered as part of the Workday foundation, machine learning capabilities produce personalized experiences and enable smarter and faster decision-making.
- **Workday Skills Cloud:** Workday offers a business-centric approach to skills management with a skills count and an ontology of more than 55,000 skills, providing an enhanced experience to streamline skills reporting. Armed with analytics and insights, you can highlight top skills, perform gap analysis, and empower leaders to help develop internal talent or focus recruitment efforts externally.

Manage a global workforce.

Focusing on a singular model of people, organizations, assignments, and business events, Workday ensures global consistency while allowing for localized variation. With this global perspective, Workday can provide meaningful business insights across borders and business processes.

Operate locally, manage globally.

Workday provides tools that help customers comply with the General Data Protection Regulation (GDPR) and includes a robust configurable security model. Processes such as contracts and offers, collective agreements, and apprentice management are all delivered as native functionality. Workday even provides a delivered intersection point with works councils for appropriate staffing events (terminations, job changes, and so on) as well as a user role for recruiting agencies that are heavily used outside of North America.

Get a complete view of your global workforce.

Employee profile support for more than 200 countries, territories, and regions incorporates country-specific diversity and compliance-related features, and enables you to track appropriate data locally or globally.

Manage all worker types.

Workday makes it easy to manage workers of all levels across the organization, including contingent workers, employees, contractors, and retirees.

Workday Applications

- Human Capital Management
- Payroll Management
- Recruiting
- Compensation
- Benefits
- Learning
- Talent Optimization
- Expenses
- Time Tracking
- Absence Management
- Workforce Planning
- Journeys
- Help
- Cloud Connect solutions

People at the center.

Workday HCM is intuitive and easy to use. Processes flow throughout your organization so each person involved has access to just the right information and actions. Machine learning capabilities provide a personalized experience for all employees by making recommendations, surfacing the most relevant tasks, and providing assistance along the way to empower them to do their best work.

- Access data, reports, and tasks from the workspace of choice, including Slack and Microsoft® Teams
- Take care of everyday tasks, such as requesting time off, through conversational interactions with Workday Assistant
- Quickly get answers to commonly shared questions across the organization
- Follow curated Workday Journeys designed to guide workers through transitions and critical moments, such as onboarding, crisis response, job changes, health and well-being, and more

Elevate human resources.

Workday offers intuitive, self-service capabilities through human resource management and talent optimization that help you manage the full hire-to-retire lifecycle in an increasingly dynamic environment.

- Enable all stakeholders to participate and gain insight into transactions via employee, manager, and executive self-service from a browser or mobile device
- View a 360-degree profile of each employee with one-click visibility into worker history, benefits, leave, compensation, performance, and pay
- Report on and drill down into positions, headcount, turnover, and other demographics for the entire employee base
- Define the appropriate staffing model and budgets (position, headcount, or job management) for the entire entity or individual operating unit
- Budget for and track specific positions and view funds that are budgeted for, committed to, and available for each position
- Assign workers to multiple organizational types, including departments, cost centers, regions, projects, committees, teams, and custom organizations
- Easily restructure organizations and reporting relationships as needs change

Compensation.

With Workday you can design, manage, and adjust compensation programs—including base pay, variable pay, activity-based pay, and allowances—to meet your diverse requirements.

- Deliver graphical total compensation statements directly to employees, with the ability to drill down into all elements of compensation
- Set compensation budgets based on funding availability, with real-time balances updated based on allocation of the budgeted pool
- Benchmark against external salary survey data to ensure all constituencies, including bargaining units, are appropriately compensated

Benefits.

Workday enables you to define, manage, and adjust benefits plans to meet your unique requirements.

- Track employee data changes within Workday HCM and update benefits providers automatically through Workday Cloud Connect for Benefits
- Manage insurance plans, spending accounts, health savings accounts, retirement savings plans, flex plans, and additional benefits from a single unified system
- Use dashboards and reports to help implement provisions related to the employer mandate portion of the Patient Protection and Affordable Care Act

Engage your workforce.

Workday Talent Management gives you the tools to improve how you manage, develop, align, and reward your employees. With Workday, you can create and manage meaningful goals that align with and focus on your workforce.

- Reduce costs and welcome newcomers with streamlined onboarding
- Engage and motivate employees with a transparent system that lets them see how their work is linked to mission achievement and organizational success
- Gain accurate, real-time insights into the performance, skills, and development needs of your employees
- Assess workforce skills across the organization so you can engage and develop those with high potential, as well as avoid critical leadership gaps and better prepare for the future
- Enable employees to take greater control of their careers by giving them the insights and tools to move ahead

Recruiting.

Workday Recruiting helps you achieve true visibility across the entire talent-acquisition process and acquire the best talent.

- Attract top talent with a consistent and engaging candidate experience from outreach to onboarding
- Provide your hiring team with greater visibility, configurable workflows, and a positive candidate experience
- Streamline the recruiting process by enabling transparency and collaboration across the entire hiring team

Learning.

Workday empowers your employees at every step throughout their career, enabling them to gain and share knowledge anytime, anywhere. Workday Learning recognizes users and makes tailored learning recommendations based on who they are, what they do, and their stage in the employee lifecycle.

- Create, share, and consume content from any device
- Accelerate readiness through meaningful development plans
- Manage all aspects of learning, from informal learning to compliance training
- Measure the value and effectiveness of learning through built-in, actionable reporting

Time and absence management.

Workday has an easy-to-use, intuitive interface that allows you to access and process absence and leave information to fit your goals and policies. Workday enables employees to check in and out or enter time easily from any mobile device or web browser, reducing labor costs, minimizing compliance risks, and increasing productivity.

- Establish eligibility criteria for diverse groups of nonprofit employees, including nuances related to multiple jobs, periods, grant requirements, and fiscal years
- Manage diverse leave types and evaluate the potential impact on compensation and benefits plans
- Configure business processes and rules for approving and routing leave requests

Enlighten your leaders.

Workforce planning and analytics in Workday deliver collaborative tools and insights to help you create strategic workforce plans, make better decisions, and meet your operational goals. Scorecards, dashboards, and reports provide critical workforce metrics to give you a clear overview of your organization's health and diversity.

- Understand the skills, costs, performance, and diversity of your workforce
- Create dynamic and flexible headcount plans
- Identify problem areas and implement strategies to address them
- Set goals and monitor progress of diversity and inclusion initiatives
- Close gaps with talent programs and stay on track to meet your goals
- Collaborate across finance and HR with unified planning, budgeting, and forecasting

Payroll.

Workday Payroll.

Workday Payroll is designed to address the full spectrum of enterprise payroll needs for diverse types of nonprofit organizations. This flexible application gives you complete control over payroll processes, data, and costs, and provides a powerful calculation engine that supports unlimited pay groups and pay runs. You can retrieve and act on payroll data immediately to recalculate payroll as often as needed. Configurable security allows appropriate employees outside of payroll to give input and view results before payroll completion.

Built-in analytics allows users to set up comprehensive audits that are embedded into payroll results, and drill down into audit alerts to investigate. You can run an unlimited number of reports and audits on payroll data and immediately get the insight you need.

Workday Cloud Connect for Third-Party Payroll.

Workday Cloud Connect for Third-Party Payroll makes it simple for your payroll department to integrate with third-party payroll providers. Customers can use prebuilt integrations from Workday partners who build, maintain, and update them.

Workday Success Plans: get significant value—fast.

Workday offers deployment services, training, support, and continuous innovation to help you use our products with confidence as your organization evolves. We've designed our services to meet each customer's unique requirements, resources, learning styles, and goals.

To help you reach your goals faster and empower your teams, subscription-based Workday Success Plans offer exclusive access to resources, tools, and expertise for an even deeper understanding of Workday. For more information, visit: workday.com/cx

To learn more about how Workday addresses the needs of nonprofits, visit: workday.com/nonprofit

workday.

+1-925-951-9000 +1-877-WORKDAY (+1-877-967-5329) Fax: +1-925-951-9001 workday.com

© 2023 Workday, Inc. All rights reserved. WORKDAY and the Workday logos are trademarks of Workday, Inc. registered in the United States and elsewhere. All other brand and product names are trademarks of their respective holders.
20230123-workday-human-capital-management-for-nonprofits-datasheet-enus