

Start the year off right. Prioritize these initiatives to build a foundation that supports company growth in the new year.

EVALUATE YOUR:

- ☐ **Finance tech stack**
Your financial technology impacts your team's efficiency across all business tasks. Review the platforms your business already has in place: keep the systems that are working, get rid of the ones that aren't, and adopt additional software to fill the gaps.
- ☐ **Internal controls**
Identify policy deficiencies, such as a lack of segregation of duties. While this might not be a huge issue now, establishing defined processes will become necessary as your company grows, especially in advance of a potential future IPO.

PREPARE FOR:

- ☐ **Annual audit**
Make sure that your 2019 books are in order post-year-end close and that your finance team is ready to provide data and answers to auditors' requests. Develop a timeline for the audit process, with key checkpoints and milestones for both the external auditor and your team.
- ☐ **Tax season**
Be proactive this tax season by getting ahead for next year. Create templates that will serve you beyond tax time, devise a plan to stay up-to-date on the latest tax law changes, and choose the right tools to make tax prep part of your overall workflow.

BEGIN NEW PROJECTS:

- ☐ **Quick wins**
Have an immediate impact by enabling new systems with fast implementation. Getting a quick win for your finance digital transformation can set your team up for success and position finance as a strategic partner, without requiring a ton of additional work.
- ☐ **Long-term gains**
As your company grows, identify the processes that can scale with you, as well as areas where you may need to upgrade, such as switching to a new ERP. Develop a strategic plan for completing these initiatives, without stalling your team's progress.