Office 365 for Nonprofits

Available as a donation

What are the pros and cons of moving to the cloud? If you're like most nonprofits, chances are you've heard about web-based productivity tools and you've struggled with this question. After all, you've got a lot to think about. How much will it cost, and what will you get in return? Will it enable your staff to work how and where they want to drive your nonprofit's mission? How do you know your data is secure and accessible when you need it? Don't worry. We hear you.

That's why we've designed Microsoft Office 365 for Nonprofits.

Available as a donation to qualifying nonprofit organizations, Office 365 provides anywhere access to professional email, shared calendaring, instant messaging (IM), HD video conferencing, screen sharing, and personal online storage. Qualifying organizations also gain the ability to view and edit Word, Excel, PowerPoint, and OneNote files via a web browser, and can easily set up a public website without hosting fees and an Intranet site to support internal collaboration. You can also upgrade at a discount to use familiar desktop Microsoft Office apps on up to 5 devices per user or, by qualifying with our partner organization TechSoup, you can get Windows and Office as a donation.

Office 365 allows you to spend less time on IT maintenance, while providing you access to always up-to-date technology that is simple and easy to use. And Office 365 is backed by industry-leading security features and a 99.9 percent uptime guarantee.

Cost Effective

Get best-in-class tools for low or no cost

- Available as a donation to qualifying nonprofits, with additional tools available as a donation or at a discount
- Get professional tools and save money with them
- Easily add, manage, and change licenses to meet your organization's needs

Reliable and Up-to-Date

Stay connected and protected

- Simplify management with a single, web-based admin center
- Receive protection against malware, spam, and viruses
- Ensure your files are safe with automatic backup
- 99.9 percent uptime service level agreement

Be Productive Anywhere

Work where and how you need to

- Create and edit documents from your favorite web browser
- Upgrade to additional features including:
    - Use familiar desktop Office apps on up to 5 PCs, smartphones, or tablets per user
    - Sync files to your devices for offline access
    - Quickly stream an Office application onto your device for full-fledged capabilities

Work Better Together

Collaborate effectively with your people

- Conduct effective online meetings with multi-party HD video conferencing, screen sharing, and real-time note taking
- Create a mailbox within a site to access team communications and documents directly from Microsoft Outlook
- Securely share and collaborate on documents using SkyDrive or Microsoft SharePoint Online team sites with controlled access

Corporate Citizenship
Visit: *www.microsoft.com/citizenship*

Microsoft

What's included in Office 365?

Office 365 for Nonprofits is not a one-size-fits-all solution. There are multiple plans available to fit the size and needs of different organizations. Features and benefits include the following:

Familiar Office experience

Microsoft Office is the world's leading productivity application that you know and use.

- Office Web Apps as an online companion for editing in your browser (Internet Explorer, Chrome, Safari, or Firefox).
- Upgrade for a discounted price to add Office as a subscription on up to 5 devices per user, sync documents automatically to the cloud, and stream the latest version of Office desktop applications when you need them.
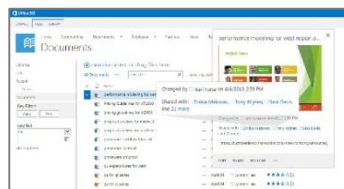
Professional email

Powered by Microsoft Exchange Online, you can access your email, shared calendars, and contacts from your PC, Mac, smartphone, tablet, and browser.

- 25 GB user mailboxes with up to 25 MB attachments.
- Easy to add users and set up email on your domain name.
- Robust anti-spam and anti-malware.

Instant messaging and video conferencing

Powered by Microsoft Lync Online, you can set up and join online meetings in Outlook with just one-click.

- Presence, IM, voice, and HD video conferencing.
- Conduct online meetings with colleagues and beneficiaries.
- Connect with Skype contacts using presence, IM, and voice.
- Real-time note taking.

Document sharing

Powered by Microsoft SharePoint Online, you can easily share documents and information with others.

- Share documents with controlled access.
- Sync online files to your devices for offline access.
- Share team emails and documents with Site Mailboxes.
- Co-edit documents with others at the same time.

	Office 365 Small Business for Nonprofits	Office 365 Small Business Premium for Nonprofits	Office 365 Enterprise E1 for Nonprofits	Office 365 Enterprise E3 for Nonprofits
	Donation	$2/user/month	Donation	$4.50/user/month
Office desktop apps (subscription to the latest full-featured Office, up to 5 PCs/Macs per user)	Office not included	●	Office not included	●
Email, calendar, antivirus/anti-spam, personal archive	●	●	●	●
Collaboration sites, secured file sharing	●	●	●	●
HD video conferencing, IM and presence	●	●	●	●
Office Web Apps (for editing Office files in browser)	●	●	●	●
Public web site (no additional hosting fees)	●	●	●	●
24/7 technical phone support	Critical issues	Critical issues	For all issues	For all issues
Active Directory integration for single sign-on			●	●
Advanced email: o Archiving and legal hold capabilities, plus unlimited storage; o Data Loss Prevention to avoid sharing certain data externally; o Information Rights Management to set rules on emails				●
Simple interactive dashboards using Access, Excel, or Visio Services				●
eDiscovery for compliance				●

Reflects US pricing