



RISK MANAGEMENT SERVICE INTEGRITY
KANE COUNTY BEST PRACTICES
AUDITOR PUBLIC
BOARD ANALYSIS TRANSPARENCY INNOVATION
INDEPENDENCE FINANCIAL INFORMATION ACCOUNTABILITY



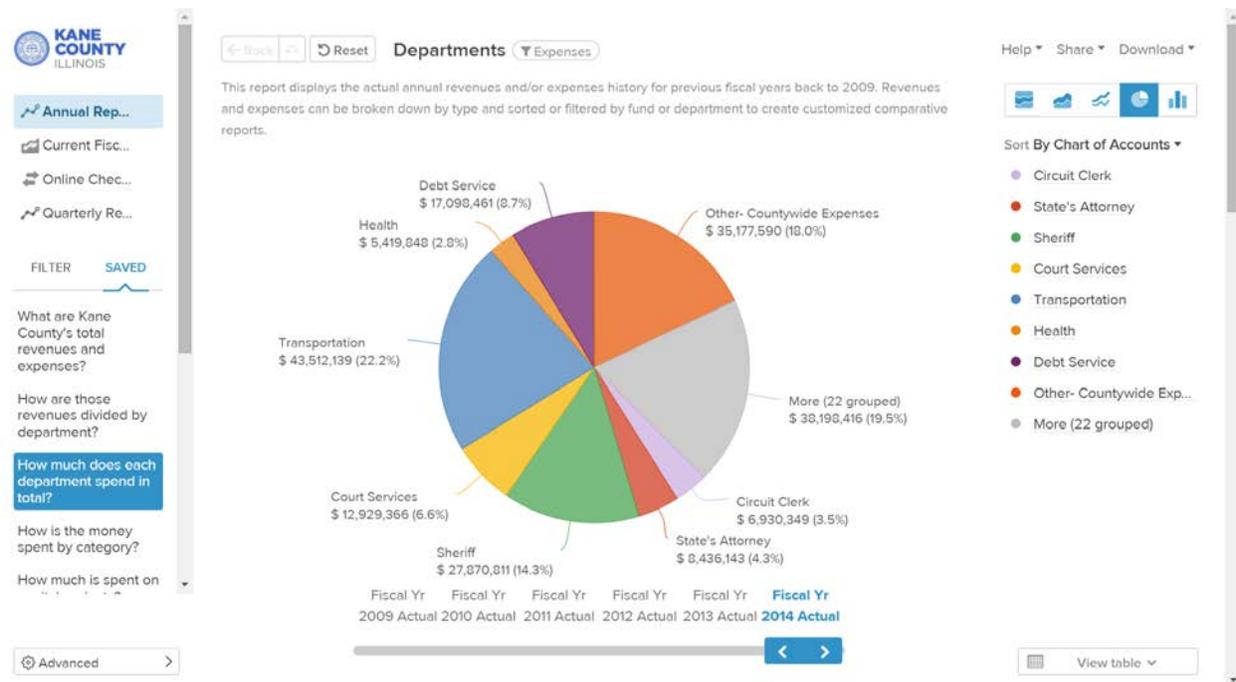
OPENGOV

Kane County and OpenGov

The Kane County Auditor and the staff of the Auditor's Office work for, and on behalf of, the citizens of Kane County. Our mission is to provide high quality, cost efficient financial information which accurately represents the operations of Kane County government in accordance with professional standards.

Further, we recognize as part of our ongoing commitment to transparency and accountability we want to make that financial information readily available and easily accessible to our constituents. Our new interactive financial portal will provide the community with unprecedented access to the financial operations of Kane County.

To access Kane County's interactive portal, visit www.kanecountyil.opengov.com. Current and historical data going back to fiscal 2009 is available in four different basic reports – (1) Annual Reports History, (2) Current Fiscal Year Results, (3) Quarterly Reports History, and (4) Online Checkbook. In addition to the basic reports, there are also “saved” versions intended to answer specific frequently asked questions. The example below displays **“How much does each department spend in total”** - just one of the saved views developed from our Annual Reports History.



Additionally, each report can be sorted and filtered in a number of ways to produce a customized report, tailored to the specific interests of the user. Although the platform is user friendly and intuitive, some helpful navigation tips are detailed on the following page.



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Background on Kane County OpenGov

The Kane County OpenGov platform provides instant online access to the budget, and interactively displays current and historic revenue and expenses down to the fund, department, object and checkbook level.

Externally, the platform is used to publish interactive budgets, share revenue and expense detail with the community, and even provide greater levels of accountability and transparency by posting the Kane County Online Checkbook in a searchable format.

Internally, Kane County will use OpenGov to create custom reports, help operations manage to budget, and help with important workflows from the budgeting process to internal audits.

Maintaining budget data on Kane County's OpenGov platform facilitates communication with citizens, elected and appointed officials, and internal staff giving them the ability to:

- View historical revenue and expenditure trends over time.
- Explore multiple views of budget data, including by fund, department, expense or revenue type, or activity.
- Answer frequently asked questions, such as "How much is spent on wages and benefits?" What has the County spent on transportation over the past six years?" or "How have tax revenues changed over the past six years?"
- Track year-to-date revenue and expenses and view how departments operate compared to budget.

Navigation Tips

- OpenGov allows you to explore budget and historical finances in an intuitive graphical user interface.
- The title of the report selected is shown in the top left corner.
- Click on **Saved** on the left-hand side to view a list of common or favorite views on each report
- Select **Filter** to display key menus
- The **Show** drop-down menu allows you to select the data that is of most interest.
- The **Broken Down By** drop-down menu allows the option to organize data by fund, department and revenue or expense type.
- Select the **Filtered By** option to view the data filters. These filters will allow you select exactly which data you want to include, or exclude, from your graph, chart or table.
- Use the **Search** function within each filter to find exactly what you are looking for.
- There are five different types of visual representations of the data:
 - A **stacked percentage graph** to see percentage changes over time
 - A **stacked line graph** to visualize overall trends over time.
 - A **line graph** overlaying each trend over time.
 - A **pie chart** to view percentage breakdowns by year.
 - A **bar chart** comparing trends and percentage breakdowns over time.
- Below any chart or graph, you can view a **Table** detailing the financial information in the visualization above.
- Use the **Advanced** setting in the bottom left to display dollar amounts as **per capita**
- Use the **Help** drop-down in the top right corner to:
 - View a short **How-To Guide** with tips on navigating the platform.
 - Recall the **Welcome Screen**.
 - View a short **Budget 101** primer with basic information on multi-fund accounting.
 - **Contact** the administrators of the account.
- Use the **Share** drop-down in the top right corner to:
 - Share your customized graph or chart through social media.
 - Send a link to your customized graph or chart through email.
- Use the **Download** drop-down in the top right corner to:
 - Download an image of the graph or table as a .png file.
 - Download a spreadsheet as a .csv file.