

## DISTRICT COURT REFERENCES:

- **Allen** (620) 365-1425 (Dina Morrison) IDS, Computer Sales and Service, Networking, Server Pool
- **Anderson** (785) 448-6886 (Kara Reynolds) JBT, IDS, Server Pool, Networking, Computer Sales and Service
- **Barber** (620) 886-5639 (Ann McNett) JBT
- **Bourbon** (620) 223-0780 (Karen Paddock) JBT, IDS, Computer Sales and Service, Server Pool, Video Arraignment
- **Butler** (316) 322-4358 (Neal Harrison) IDS, Computer Sales and Service, Networking, Server Pool
- **Geary** (785) 762-5221 (Alice Adams) JBT
- **Lyon** (620) 341-3280 (Ruth Wheeler) JBT, Computer Sales and Service, Consulting, Networking
- **Montgomery** (620) 330-1070 (Mary Kadel) Computer Sales and Service, High Speed Internet, Server Pool
- **Neosho** (620) 244-3831 (Judy Froehlich) IDS, Computer Sales and Service, Networking, Server Pool
- **Reno** (620) 694-2956 (Pam Moses) JBT
- **Seward** (620) 626-3234 (Rhonda Truhlar) JBT
- **Woodson** (620) 625-8610 (Kelley Grisier) IDS, Networking, Computer Sales and Service, Server Pool, Video Arraignment  
*JBT: Jayhawk Budget Tracking Software*  
*IDS: Internet Data Storage*

*The above list contains a few of our references, a full list of district courts we serve is available by request.*

## ADDITIONAL PRODUCTS AND SERVICES:

- Website Development
- Email and Website Hosting
- Disaster Recovery Services
- Digital Telephone Systems
- Managed Services Provider
- Video Surveillance Equipment
- Certified Microsoft Technicians
- Data Backup Solution - Black Box
- Internet Browsing Device - EZ Box
- Offsite Backup Solution - IDS
- Video Conferencing Equipment
- Network Consulting, Configuring, Service and Support
- Servers, PCs, Notebooks and Printers
- Software Solutions for Cities and Courts including: Budget Tracking, Utility Billing, Fund or Business Accounting, Municipal Court and Law Enforcement RMS



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# BUDGET TRACKING

JAYHAWK SOFTWARE



*A complete budget tracking solution created for courts and designed by court experienced staff*



# Features

Jayhawk Budget Tracking Software allows user to:

- View budget balance at anytime
- Perform complete budget tracking
- Create user defined chart of accounts with unlimited number of entries
- Retain payee names and addresses in Payee Setup - eliminating re-typing month after month
- Customize disbursement voucher
- Use detailed reporting function for audit purposes
- Flag purchases for inventory
- Retain and easily access budgets from previous years
- Tie default amount and account to individual payees
- Track funds encumbered for future purchases
- Automate deductions from budget as disbursements are made
- Customize district-wide breakdown by percent
- Maintain district-wide database



One-time setup of Payees and Chart of Accounts saves time by retaining information for future use.

Payee	Vendor #	Default Amount	Active	Common
ABC Computer Sales	55	\$1,000.00	X	X
Advantage Computers	2	\$100.00	X	X
Crane Digital		\$12.00		X
David Davis		\$0.00	X	X
Davis Custodial Services		\$0.00	X	X
Jackson Tax Service		\$75.00	X	X
Kelly Cooke		\$50.00		X
Matt Matthews		\$0.00	X	X

*Enter frequent payees once in the Payee Setup screen and the software retains the info for you, making the monthly disbursement process quick and easy!*

*For payments that are the same amount and account each time, you can use a default amount and account and never have to type it again!*

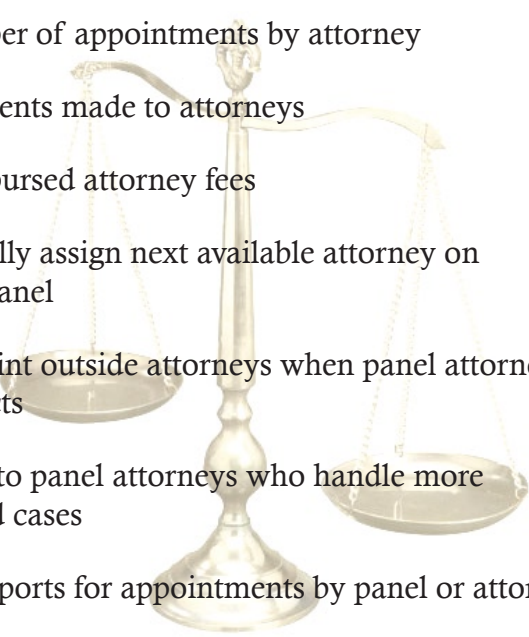
Item Number	Account	QJA Category	Active	Description
1	Supplies	Contractual Services	X	123-FR-345
2	Equipment	Capital Outlay	X	
3	Furniture	Capital Outlay	X	
4	Juror Fees	Contractual Services	X	
5	Postage	Contractual Services	X	
6	Legal Defense	Contractual Services	X	
7	Paint/Remodling	Contractual Services	X	
8	District Expense	Commodities	X	
9	Recording Tapes	Capital Outlay	X	
10	Employee Wages	Personnel Services	X	
11	Technology Grant	Other	X	
12	Memberships/Sub	Contractual Services	X	
13	Equipment Rental	Contractual Services	X	

*Enter budget line items into Chart of Accounts screen. Those marked active will automatically populate when user creates new budget.*

## Attorney Management

Jayhawk Budget Software's Attorney Management feature will streamline the attorney appointment process by allowing the user to monitor and maintain misdemeanor and felony attorney panels, as well as any appointments of counsel on conflict panels. In the security setup, the user can allow other users to have access to the Attorney Management feature, without having access to budget functions.

- Easily setup misdemeanor, felony, or conflict panels
- Track number of appointments by attorney
- Track payments made to attorneys
- Track reimbursed attorney fees
- Automatically assign next available attorney on rotational panel
- Easily appoint outside attorneys when panel attorneys have conflicts
- Give credit to panel attorneys who handle more complicated cases
- Generate reports for appointments by panel or attorney



Name	Vendor Number	Misdemeanor	Conflict Panel	Felony	Conflict Panel	Active
David Clark				X	Panel 2	X
Donna Smith		X	Primary	X	Panel 1	X
Jack Thompson				X	Panel 2	X
Janice Green				X	Panel 1	X
John Doe	124			X	Panel 1	X
John Miller		X	Primary			X

*The Attorney Setup screen allows you to retain attorney names and addresses and designate the attorney's placement on misdemeanor, felony, or conflict panels.*

**Easily manage your indigent defense panels with the Attorney Management feature in Jayhawk Budget Tracking Software**



- Current Budget
- Budget Cuts
- Future Budget Designer
- Activate New Budget

## Annual Budgets

Jayhawk Budget Tracking software provides the tools you need to make creating and managing your budget easier than ever.

Using the Future Budget Designer under the Annual Budgets menu, you can create and edit your budget amounts for the upcoming year. Then, at the commencement of the new budget year, the Activate New Budget feature will help you convert the proposed budget from the Future Budget Designer into the Current Budget, where you can view or make adjustments to the budget, as well as make disbursements, reimbursements and generate reports.



Jayhawk Budget Software allows you to:

- Quickly prepare a budget to submit to the county commissioners for approval using the Future Budget Designer and reports in the software
- Easily designate amounts for each fund account
- Easily make adjustments to the future or current budget
- View funds allotted, disbursed, reimbursed and remaining in individual account items from Current Budget screen

Future Budget Designer

Add Edit Remove Auto Fill Close

Account	Funds Allotted
Supplies	100.00
Equipment	200.00
Furniture	300.00
Juror Fees	450.00
Postage	500.00
Legal Defense	600.00
Paint/Remodling	0.00
District Expense	0.00
Recording Tapes	0.00
Employee Wages	0.00
Technology Grant	0.00
Memberships/Subscriptions	3000.00
Equipment Rental	4000.00
<b>TOTALS</b>	<b>\$9,150.00</b>

*Auto-fill feature in the Budget Design screen pulls in active accounts from the chart of accounts. Creating a new budget only requires you to designate the amounts you wish to allocate for each account.*

Current Budget

Add Edit Remove Close

Account	Funds Allotted	Disbursed Funds	Pending Funds	Reimbursed Funds	Remaining Funds
Supplies	800.00	75.00	0.00	88.25	813.25
Equipment	5000.00	100.00	0.00	0.00	4900.00
Furniture	1500.00	0.00	0.00	0.00	1500.00
Juror Fees	3500.00	50.00	0.00	0.00	3450.00
Postage	1000.00	0.00	0.00	15.40	1015.40
Legal Defense	109.09	75.00	0.00	708.33	742.42
Paint/Remodling	659.10	0.00	0.00	0.00	659.10
District Expense	3365.09	0.00	0.00	0.00	3365.09
Recording Tapes	200.00	0.00	0.00	0.00	200.00
Technology Grant	1143.09	0.00	0.00	0.00	1143.09
Memberships/Subscriptions	350.00	0.00	0.00	0.00	350.00
Equipment Rental	7500.00	0.00	0.00	0.00	7500.00
<b>TOTALS</b>	<b>\$25,126.37</b>	<b>\$300.00</b>	<b>\$0.00</b>	<b>\$811.98</b>	<b>\$25,638.35</b>

*You may view or make adjustments to the current budget from the Current Budget screen. This screen allows you to view original amounts allotted as well as disbursed, reimbursed, pending and remaining.*

- Disbursements Report
- Reimbursements Report
- Voided Disbursements
- Budget Summary Report
- Inventory Report
- Budget Comparison
- OJA Report

## Reports

- Jayhawk Budget Tracking Software reports reflect information generated from data entered within the system and can be customized to user specifications.
- Disbursements Report - a listing of all disbursements within a specified date range, which includes the date of the disbursement, payee, amount of the disbursement and a total of the disbursements made within that date range
- Reimbursements Report- a listing of all reimbursements collected withing a specified date range for credit back into court budget
- Voided Disbursements - a list of all voided disbursements within a specified date range
- Budget Summary Report - a complete and comprehensive budget report showing allotted, disbursed, reimbursed and remaining funds in each account with a grand total of remaining funds available
- Inventory Report - a complete list of all purchases flagged for addition to the court year end inventory
- Budget Comparison - allows user to compare expenditures between budget years by account or by payee
- OJA Report - easily prepare budget report on OJA approved forms for submission to County Commissioners and OJA.

Annual Budget Summary Report General Fund Account for 2006 Anderson County District Court Clerk of District Court 10/17/2006				
Account	Fund Allotted	Reimbursed Funds	Disbursed Funds	Balance
Equipment Lease	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Juror Fees	\$0.00	\$0.00	\$0.00	\$0.00
Legal Defense	\$0.00	\$0.00	\$0.00	\$0.00
Microfilming	\$4,500.00	\$0.00	\$0.00	\$4,500.00
Office Equipment	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Office Furniture	\$0.00	\$0.00	\$0.00	\$0.00
Postage	\$1,000.00	\$0.00	\$0.00	\$1,000.00
Supplies	\$7,500.00	\$0.00	\$0.00	\$7,500.00
Telephone Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Training/Education	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTALS:</b>	<b>\$20,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$20,000.00</b>

Inventory Reports 1/1/2006 TO 12/31/2006		
Account	Date	PO/Invoice #
Office Equipment Description: 2 New Computers	1/10/2006	1567
Supplies Description: Desk for Clerk	4/26/2006	1235
Office Equipment Description: New Server	10/17/2006	987-9854

- New Disbursement
- Search Current Funds
- New Reimbursement
- Change Budget Year

## Disbursements

*The payee drop down list contains those payees that are actively being used. Selecting a payee from the drop down automatically populates the name, address, and any default information tied to that payee.*

Jayhawk Budget Tracking Software makes creating disbursement vouchers simple by allowing the user to:

- Utilize inventory flag to mark purchases for Inventory Report.
- Print individual disbursements
- Tie disbursement to reference number, purchase order number, or invoice number
- Delay payout of a disbursement

## Search Window

Voucher	Payee	Amount	Account	Date	Check #	Invoice	Fund Type	Inventory	Description
9	Advantage Computers	\$100.00	Equipment	01/04/2007			Disbursement	Yes	12 key calculator
13	Jack Jackson	\$75.00	Supplies	05/01/2007			Disbursement		
14	David Davis	\$45.00	Technology Grai	05/05/2007			Disbursement		
10	ABC Computer Sales	\$1,000.00	Equipment	05/08/2007	451		Disbursement	Yes	Lexmark printer
12	Kelly Cooke	\$50.00	Juror Fees	05/08/2007			Disbursement		
15	Jack Jackson	\$75.00	Legal Defense	06/26/2007			Disbursement		Legal Defense

- Search disbursements by payee, account, reference number or invoice number
- Search disbursements by date range
- Search voided disbursements
- Search reimbursements

## Reimbursements

Account	Check #	Amount	Description
Postage		\$15.40	
Supplies		\$25.00	photocopies
Legal Defen		\$549.00	attorney fees reim
Legal Defen		\$159.33	attorney fees reim
Supplies		\$51.25	photocopies

*Easily add reimbursements back into budget from New Reimbursement Screen*