

OpenGov Basic Information Sheet

OpenGov FAQs

Q: What is OpenGov?

A: OpenGov is a technology company based in Silicon Valley focused on building powerful financial intelligence and transparency platform for governments and public agencies. The goal of OpenGov is to transform how state and local governments analyze, share and compare their financial data.

Q: How do I select the data I want to see?

A: To focus on specific data — like a fund, department, expense type, or any combination — use the menu on the left side panel. The “Broken Down By” drop-down allows you to specify which breakdown you want the graphs and table rows to represent on the graph. You can analyze the expense and revenues data by fund, department, or type.

Q: Can I select more than fund or departments?

A: Yes. Use the Data Filter on the left side panel to make specific selections within the data. The Data Filter shows you the hierarchical relationships of Funds, Departments, and Account Types. You'll notice the title of the graph you are viewing on top along with the account type selector. You can use the filter to see the data of most interest to you.

Q: How do I see the actual numbers within the graph?

A: Hover over any area of the graph to see the actual or budgeted amounts for that period. Or, just scroll down to see a table with detailed information below the graph.

Q: Can I see the data in a different graph?

A: In the upper right hand corner, you will see options for the different graphs and tables. There are five graph types: an area graph, an area graph by percentage, a line graph, a pie graph, and a bar chart. Additionally, there is always a table view below any graph. The table allows you to zoom-in on the detailed financial data selected in the chart or graph above.

Q: Why are there sometimes spikes in one year?

A: In reviewing multiple years of data, you may see "spikes" in the individual years; this can be due to unexpected expenses, such as a hard winter, equipment failure, a capital project, or a specific event that required additional funds. You can drill-down into our OpenGov platform to learn more about where exactly those expense or revenues are categorized.

Q: Can I save the data I am looking at?

A: Yes, there are Share and Download buttons in the upper right corner. You can share any view on a social network or by email. There are also options to download the displayed data in .csv spreadsheet and .png image formats. Additionally, you can copy and paste the url at the top of the page you are viewing.

Q: How do I learn more about government accounting?

A: Use the Help menu on the top right corner to navigate to the “Budget 101” primer to learn more about multi-fund accounting.

Q: I have a question. How do I contact my organization?

A: Use the Help menu on the top right corner to navigate to the “Contact” option to send a message to your organization.

Q: Where can I find a general overview of the OpenGov Financial Transparency Platform?

A: <https://www.youtube.com/watch?v=WwCaY1eZ1z4>

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OpenGov How-to Guide:

OpenGov allows you to explore budget and historical finances in a simple graphical user interface.

- You'll notice the title of the Report you are viewing in the top left corner.
- Select **Filter** to display key menus.
- Use the **Broken Down By** drop-down to specify the category you would like the data organized by in your chart or graph.
- Select the **Filtered By** option to view the data filters. These filters will allow you to select exactly which data you want to include, or exclude, from your graph or chart.
- Use the **Search** function within each filter to find exactly what you are looking for.
- There are four different types of visual representations of the data:
 - A horizontal stacked chart
 - A tree map
 - A bar graph – this view is unique because if you click on the year, you can drill in to see the data by month
 - A pie chart
- Below any chart or graph, you can view a Table detailing the financial information in the visualization above.
- Use the **Help** drop-down in the top right corner to:
 - View a short *How-to guide* with tips on navigating the checkbook.
 - Recall the *Welcome Message*
 - View *Multi-Fund Accounting 101* with basic information on multi-fund accounting.
 - *Contact* the administrators of the account.
- Use the **Export** drop-down in the top right corner to:
 - Download a spreadsheet as a .csv file.
- The **Share** menu allows you to share your current report view using email or social media.

For additional information on OpenGov and to access education materials, please contact the Mendocino County Executive Office budget team at (707) 463-4441 or by emailing CEOBudget@mendocinocounty.org