

Administrative and Financial Analysis, Audit and Support Services



Increased accounting and reporting requirements for local and county government put primary importance on improving financial processes and controls. Focus in these areas will not only help meet these requirements, but will result in improved financial accountability and business efficiency... providing more effective ways to manage your bottom-line costs.

To help governments optimize their financial systems and processes, Tailored Business Systems offers Administrative and Financial Analysis, Audit and Support Consultant Services. Delivered by our Training and Consulting Service professionals, TBS brings over 35 years of experience in municipal financial systems, including such areas as auditing procedures, budget and financial statement preparation, payroll service/support, regulatory compliance and reporting.

Whether helping to increase consistency and reliability of accounting transactions, or assisting in SAS and GASB compliance reviews, TBS staff offers excellence in advisory support to help cities and counties meet their financial management and administrative needs.

TBS Professional Services Offerings

Statement Balancing

- To fall within the confines of DCA rulings:
- Budget balancing
- Transaction, entry and account reconciliation
- Year-End Statement Balancing

Check Reconciliation

- Bank statement and account level detail analysis
- Transaction recording and processing
- Journal entries and adjustment recording

Depreciation Schedules

- Fixed asset recording and detail analysis
- Depreciation methodology, calculation and processing

Payroll Services/Support

- Processing analysis
- Individual reconciliation
- Federal and state taxation
- Payroll deduction analysis
- Direct deposit processing
- Financial recording/reporting
- Print and distribution
- Quarterly 941 state and federal processing
- W2 year- end reconciliation, processing and distribution

Budgeting

- Department/division process review and analysis
- Revenue analysis
- Transaction recording
- Amendment analysis, recommendations/adjustments

GASBE and SAS Compliance Preparation and Support

- Level analysis
- Auditor's compliance schedule review

CAFR Reporting Preparation

Data Entry Services

- Key entry per application
- Reconciliation to reporting
- Parallel processing

TBS Processing Review

- Options/feature use assessment per application
- Business process analysis/recommendation

For an on-line request, visit TBS Training and Consulting Services at www.tbsonline.com
Or Call us at 800-827-4682