

# KMIP User Manual – New Accounts and Transactions

From Main Menu:  
 → Accounts and Transactions

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 System Status: Normal Business Day  
 Tuesday, Feb 20, 2024  
 Topeka, KS Time: 3:39:35 pm

**Home Page**

Welcome to the PMIB Kansas Municipal Investment Pool (KMIP) System Extranet.

This system was designed and implemented by the IT department of the Kansas State Treasurer's Office for use by Pooled Money Investment Board staff as well as approved individuals from pool participants. Use of this system signifies your agreement with our [participation policy](#). Individuals attempting to use this system outside the scope of this policy will be prosecuted to the full extent of Kansas and Federal law.

System options appear to the right.

- ▶ **Depositor Maintenance**  
...view/modify depositor records & wire instructions
- ▶ **Accounts and Transactions**  
...create/search/view transactions & accounts
- ▶ **KMIP Rates**  
...view current rates by account type
- ▶ **Weekly State Investment Rates**  
...minimum investment rates banks must offer to secure public funds
- ▶ **Reports**  
...creation pages for all system reports
- ▶ **User Manuals and FAQ's**  
...system feature directions and frequently asked questions

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 System Status: Normal Business Day  
 Tuesday, Feb 20, 2024  
 Topeka, KS Time: 3:43:26 pm

**ACCOUNT MAINTENANCE MAIN MENU**

**Account Menu**

The PMIB KMIP system tracks all funds on deposit in the pool using either overnight or different lengths of fixed rate accounts. Depositors may have as many accounts of whatever type they wish. From this page, you are able to access processes for maintaining current and historical accounts for your depositor.

System options appear to the right.

- ▶ **Search For Accounts**  
...view/maintain/download the depositor accounts table
- ▶ **Add a New Account**  
...process to deposit funds in a new account
- ▶ **Create a Transaction**  
...deposits, withdrawals, transfers, bond payments, etc.
- ▶ **Search Account Transactions**  
...view/download the account transactions
- ▶ **KMIP Rates**  
...view current rates by account type
- ▶ **Historical KMIP Rates**  
...listing of current and historical interest rates

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## Add a New Account – Helpful Hints

**Add a New Account** is used only when funding from wire or ACH from depositor’s bank. Depositors may choose OMIP or Fixed Rate account options. If transferring from an OMIP account to create a new Fixed Rate account, create a transfer transaction, not a deposit.

## Create a Transaction – Helpful Hints

- Deposits: Used only when sending funds from depositor’s bank by wire or ACH.
- Withdrawal: If using new wiring instructions, the new wire definition must be approved by PMIB staff before it is an available option when creating transactions.
- Transfer: Use when depositor is transferring funds from one existing account to either another existing account or a new account.
- Bonds: Depositors may make bond payments to Kansas State Treasurer’s Office from their MIP account. Guidelines available on Pooled Money Investment Board’s website.
- Hint: Transactions can also be created from Depositor Details page and Account Details page.



### SELECT TYPE OF TRANSACTION

When you see an entry field marked with an \* the corresponding field is mandatory entry.

\* *Type of Transaction:*

- DEPOSIT ( Deposit Amount To Pool )
- WITHDRAWAL ( Withdraw Amount From Pool )
- TRANSFER ( Transfer Amount To Another Account )
- BONDS ( Withdraw Amount For A Bond Payment )

Select Type

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## Search Functions – Helpful Hints

**Search for Accounts:** Useful for depositors who have many accounts. Criteria can be specified as needed to find desired account.

**Search Transactions:** Useful for depositors whose MIP account has a lot of activity. Criteria can be specified as needed to find desired account.

**Hint:** Both searches have a downloadable file option. Both also have options in bottom shaded section can further refine search. The example below is for searching account transactions, but searching accounts have the same a variation of these options.

### ACCOUNT TRANSACTIONS SEARCH CRITERIA

The Kansas Municipal Investment Pool System includes a table of all transactions against depositor accounts being tracked. Shown below are several criteria for searching these transactions. You may enter information in any or all of the fields for searching.

I want to create a  list of records  downloadable file

<b>Transaction KMIP System Code:</b>	<input type="text"/>
<b>Name of Depositor:</b>	Pooled Money Investment Bd
<b>Type of Account:</b>	<input checked="" type="checkbox"/> <b>Include All Account Types</b> <input checked="" type="checkbox"/> Omip, Overnight Pool <input checked="" type="checkbox"/> Fx30, 30 Day Pool <input checked="" type="checkbox"/> Fx90, 90 Day Pool <input checked="" type="checkbox"/> Fx180, 180 Day Pool <input checked="" type="checkbox"/> Fx365, 365 Day Pool <input checked="" type="checkbox"/> Fx550, 550 Day Pool <input checked="" type="checkbox"/> Fx730, 730 Day Pool <small>check all that apply</small>
<b>Type of Transaction:</b>	<input checked="" type="checkbox"/> <b>Include All Transaction Types</b> <input checked="" type="checkbox"/> Withdraw Amount For A Bond Payment <input checked="" type="checkbox"/> Deposit Amount To Pool <input checked="" type="checkbox"/> Account Balance Increase, See Comments <input checked="" type="checkbox"/> Interest Posted To Principal Balance <input checked="" type="checkbox"/> Amount Deposited And Account Opened <input checked="" type="checkbox"/> Penalty Charged For Early Withdrawal <input checked="" type="checkbox"/> Account Balance Decrease, See Comments <input checked="" type="checkbox"/> Transfer Amount To Another Account <input checked="" type="checkbox"/> Withdraw Amount From Pool <small>check all that apply</small>
<b>Type of Transfer:</b>	<input checked="" type="checkbox"/> <b>Include All Transfer Types</b> <input checked="" type="checkbox"/> Ach <input checked="" type="checkbox"/> Cash <input checked="" type="checkbox"/> Smart Interfund <input checked="" type="checkbox"/> Intrasystem Transfer <input checked="" type="checkbox"/> Wire <small>check all that apply</small>
<b>Transaction Description:</b>	<input type="text"/>
<b>Effective Date Range:</b>	SEARCH <input checked="" type="radio"/> from start of description field <input type="radio"/> anywhere in description field
<b>Bond Payment Date Range:</b>	<input type="text"/> through <input type="text"/>
<b>Entry Date Range:</b>	<input type="text"/> through <input type="text"/>
<b>Transaction Amount:</b>	<input type="text"/> through <input type="text"/>
<b>Wire Instruction Description:</b>	<input type="text"/>
<b>Wire Instruction Repet Code:</b>	SEARCH <input checked="" type="radio"/> from start of repet code field <input type="radio"/> anywhere in repet code field
<b>Wire Instruction ABA Number:</b>	<input type="text"/>
<b>Wire Instruction Account Number:</b>	<input type="text"/>
<b>Include transactions that are:</b> <input type="radio"/> Approved Transactions Only <input type="radio"/> UnApproved Transactions Only <input checked="" type="radio"/> Both <input type="radio"/> Confirmed Transactions Only <input type="radio"/> UnConfirmed Transactions Only <input checked="" type="radio"/> Both <b>Account Current Balance:</b> <input type="radio"/> >= \$5K <input type="radio"/> Balance < \$5K <input type="radio"/> Balance at Zero <input checked="" type="radio"/> All <input type="radio"/> Active Accounts Only <input type="radio"/> Non-Active Accounts Only <input checked="" type="radio"/> Both <input type="radio"/> Fixed Accounts Only <input type="radio"/> Overnight Accounts Only <input checked="" type="radio"/> Both	