

MFMP Update for FASM

July 31, 2026





MFMP Cutover Overview

MFMP Cutover

- The MFMP cutover period is when MFMP interfaces and applications are taken offline to perform the deployment and conversion activities necessary for MFMP to integrate with Florida PALM.

Planned Cutover Period

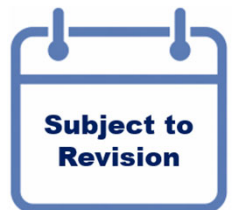
- MFMP cutover will align with the Florida PALM cutover period. The planned cutover period begins on the close of business **Dec. 4, 2026**, and continues through **Jan. 11, 2027**.

The cutover timeline is dependent on the Florida PALM Executive Steering Committee (ESC) confirming Stage Gate 4 (Agency Readiness) and Stage Gate 5 (Deployment Readiness).

MFMP Application Access

MFMP applications cannot be accessed during the cutover period. This includes activities such as:

- Logging in to MFMP applications.
- Creating, managing, or awarding Sourcing Project/Events and Contracts.
- Processing transactions (e.g., requisitioning, approvals, encumbrances, payment requests).
- Vendors cannot register or manage VIP accounts.
- MFMP data exchanges are suspended (e.g., suppliers, DFS FACTS).

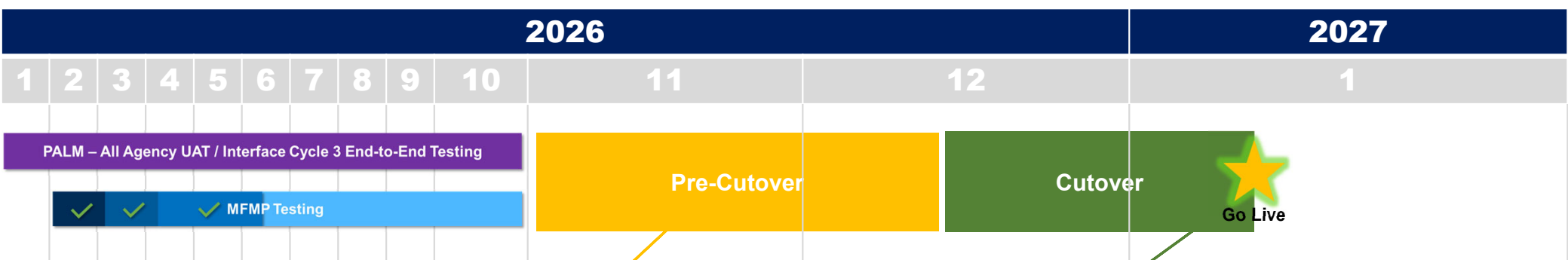




MFMP Cutover and Deployment Timeline

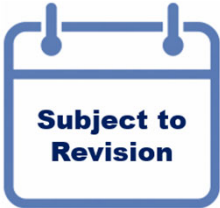
Planned Pre-Cutover, Cutover, and Deployment Dates

- Dec. 4, 2026 – Jan. 11, 2027



Beginning Dec. 4, 2026, MFMP will stop exchanging supplier data with FLAIR.

Beginning Dec. 23, 2026, the MFMP team will make all MFMP applications inaccessible and halt processing of real-time encumbrance and disbursement requests in FLAIR. MFMP will begin executing planned cutover activities to support the conversion and production deployment.





Invoice and Invoice Reconciliations (IRs)

Key Cutover Date: Dec. 17, 2026

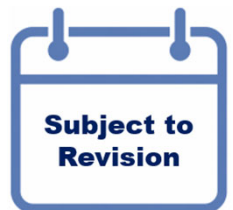
- Agencies must reconcile and approve all IRs by close of business on **December 17**.
- For IRs flagged for audit, agencies must approve IRs to the DFS Accounting & Auditing (A&A) queue by the close of business on December 17. **A DFS A&A memorandum will be sent to agencies with the final deadline.**
- AOD will continue to receive Departmental and Central FLAIR data for MFMP IRs until Dec. 23, 2026.

Key Cutover Date: Dec. 23, 2026

- On the close of business on Dec. 23, 2026, the MFMP team will make AOD inaccessible to agencies. Agencies cannot:
 - Create invoices.
 - Reconcile or approve IRs.
 - Make changes to invoices or IRs.
 - Send payment requests to FLAIR.

Recommendations for Preparation

- Invoice Managers should verify that their FLAIR login credentials are up to date and properly recorded in AOD to prevent failures.
- Verify your agency's available budgets to prevent errors in FLAIR caused by "insufficient available balance."
- Review IRs carefully to ensure DFS Accounting & Auditing requirements are met and prevent delays.
- Work with your agency to create a plan for invoices that may require action during cutover downtime. Consider recurring payments (e.g., monthly or quarterly payments).





Requisitions and Purchase Orders

Key Cutover Date: Dec. 23, 2026

- Agencies must fully approve all requisitions and generate purchase orders by close of business on **December 23**.
- At the close of business on December 23, the MFMP team will make AOD inaccessible to agencies. Agencies cannot:
 - Create requisitions.
 - Create purchase orders.
 - Create change orders.

Recommendations for Preparation

- Plan ahead and submit requisitions for approval with enough lead time to move through your agency's approval flow before Dec. 23, 2026.
- Verify your agency's encumbrance FLAIR log-in credentials are up-to-date and properly recorded in AOD to prevent failures.
- Verify your agency's available budgets to mitigate errors in FLAIR due to "insufficient available balance."
- Work with your agency for an approach on unplanned or emergency purchasing during cutover downtime.
- Work with your agency to create a plan for open POs that may need action during cutover downtime (e.g., changes in terms, scope of work).

