



The A&A Ledger

Florida Department of Financial Services | Division of Accounting & Auditing

Issue 7: January 2025

WEBSITE CHANGES ARE HERE!

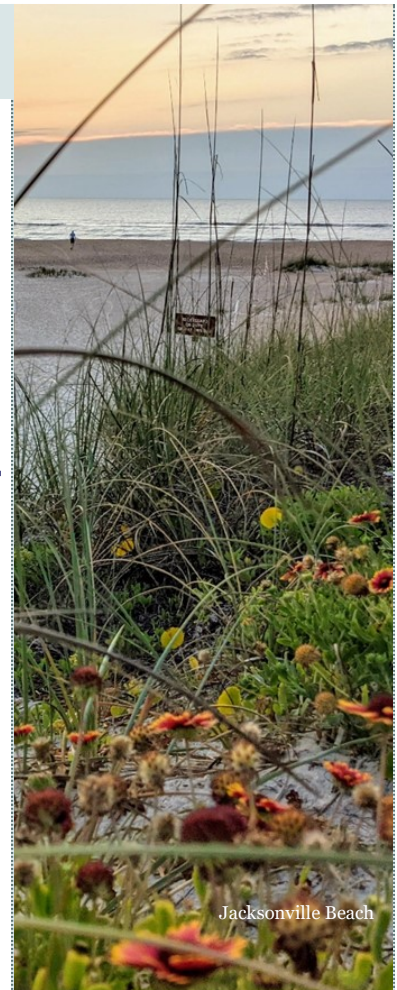
BY NIKI NOLTON & HEATHER DUNBAR

The Division of Accounting and Auditing (A&A) website is a valuable resource of information for State Agencies, local governments, vendors, and our citizens. Earlier this year, we launched a project to revamp our website and make it a user friendly, intuitive place where information can be found easily. This project is now complete and you can view each phase of the website updates [here](#).

The project was completed in 3 phases. Phases 1 and 2 were completed in Fiscal Year 2023-2024. The recent changes were announced in [Agency Addressed Memorandum No. 11](#).

- Phase Three
 - Training Pages: Consolidates trainings, job aids, meetings, and workshops provided by A&A .
 - Division Calendar Page: Lists trainings, workshops, and meetings hosted by the Division in a more user-friendly format.
 - Sitemap: Provides links for users to retrieve information quickly.
 - Vendor & Provider Payments Page: Easy access one stop shop for Vendors to access what they need when doing business with the State
 - Agency Operations: Contains information specific for agency customers and it replaces the page that was previously named 'Financial Guidance for State Agencies'
 - Debt Collection: Consolidates debt collection and write off information.
 - Home Page: Provides agencies easier access to the information they use routinely.

We are excited about these improvements and are hopeful this will be a more user-friendly navigation experience for our customers. This project would not have been completed without the hardworking and dedicated A&A Website Administrators, Cindy Terry and Heather Dunbar!



Jacksonville Beach

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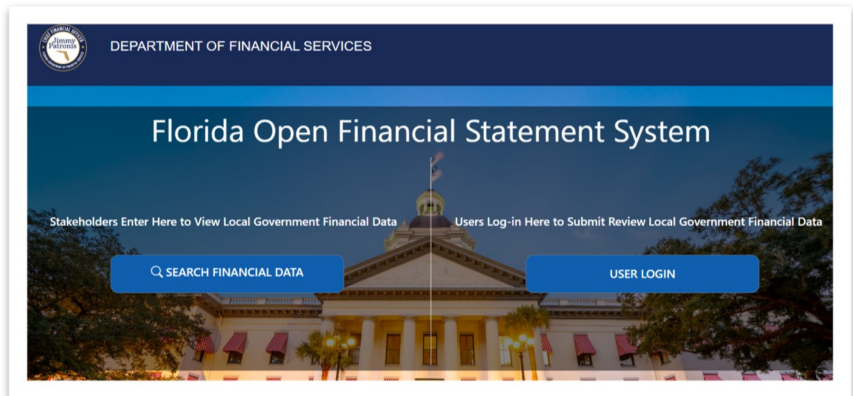


Skipper Bay—Panacea

LOCAL GOVERNMENT FINANCIAL REPORTING

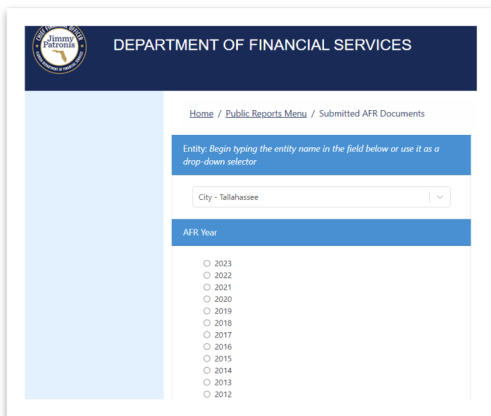
BY MARK MERRY

For more than thirty years, DFS maintained a not so user friendly black and green screen financial reporting system for local governments. The filed annual financial reports were essentially spreadsheet templates with limited financial information supported by annual audit reports that were either sent through email as attachments or in some cases mailed to DFS as hardcopies. The system did not have a public facing side and DFS and other users, experienced difficulties with the very limited reporting and search capability.



Effective July 1, 2018, Section 218.32, Florida Statutes, was amended to allow DFS to implement an interactive repository for local government financial reporting. The Legislative intent was to have a robust system where the 2600+ local governments can file their financial statement audit reports and their statutorily required annual financial reports on-line with the system serving as central repository for local government reporting. There was one caveat however, the enabling legislation required that the annual financial reports had to be in an XBRL format and must meet the validation requirements of a relevant taxonomy.

DFS contracted with a vendor to produce the taxonomy. The work was completed in December 2021 and most local governments were able to file their fiscal year 21/22 annual reports by the statutory required June 30, 2023 reporting deadline.



In the development of the XBRL taxonomy, DFS provided the local governments two options:

- File in a newly developed spreadsheet template and the system would convert the data into the required XBRL format or
- DFS would provide them the taxonomy and they could file directly in XBRL.

By providing options, DFS made it much easier for many of the local governments to meet the statutory mandate and at the same time not create an extra financial burden.

Members of the public who enjoy researching local government financial information will find the system to be very user friendly. It allows the

development of special reports and has the capability to search financial information within individual local governments or across several local governments. As we move forward to the future, we are developing visual drill down capability where a user can start with a county and drill down to municipalities or special districts with that county. There will also be the development of charts and graphs for comparing local governments.

You may find the Local Government Financial system at <https://myfloridacfo.com/home>.

Are you looking for Training?

We can help! The Office of Florida Financial Education offers various forms of assistance, including on-demand training in People First, webinars, and in-person training sessions. Training topics in Payroll Processing, Accounting Fundamentals, FLAIR Fundamentals, Florida PALM Cash Management System (CMS), and more. We also provide user manuals and job aids to support your activities.

If you need further assistance, feel free to reach out to us via email at DFSFinancialEd@myfloridacfo.com. We're committed to working with you to resolve any issues or concerns you may have.

TAX SEASON: FORM 1099S

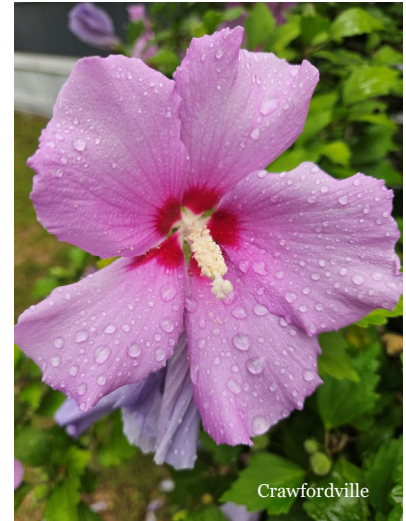
BY APRIL MCBRAYER

The Bureau of Vendor Relations Vendor Management Team is responsible for annually issuing Form 1099s to Payees who have received more than \$600 from the State of Florida within each tax/calendar year. The amounts reported on the Form 1099 are for specific types of transactions, such as the payment of services, legal and medical fees. The combination of the object code on the payment transaction and the vendor's business designation determines if the payment is Form 1099 reportable. If an incorrect object code is used on a payment transaction, it can result in a vendor receiving or not receiving a Form 1099.

To determine if an object code is Form 1099 reportable, refer to the 1099 Reportable column on the Statewide Object Code list available online.

Over 10,000 Form 1099s generated each year:

- Tax Year 2021: 11,608
- Tax Year 2022: 10,195
- Tax Year 2023: 11,849



Form 1099s are generated in January and released to the Payee by January 31 in compliance with IRS guidelines. Corrections to Form 1099s are initiated by agencies through the 1099 Correction Form (DFS-A1-2086) and approved by the Bureau of Vendor Relations. If you have questions about this process contact, FLW9@myfloridacfo.com.

FINANCIAL POLICY WORKGROUP

BY RACHAEL LIEBLICK

In Issue 6 of the Ledger, information about the Financial Policy Workgroup was shared. Since that article was published, 4 additional workgroup meetings, covering several policy topics, have occurred. During these meetings, A&A shares a potential policy direction and seeks input on how the potential policy may benefit/affect the agency. Conversations have been beneficial and agency accounting and financial reporting subject matter expert feedback is helping to shape the financial policy that will be implemented with the Florida PALM Financial and Payroll implementation.

Topics discussed by the workgroup to date include:



- Period closing
- Reconciliation between systems
- Redacting confidential or sensitive information
- GL adjustments
- Requiring grant ID to support CMIA reporting
- Supplier records
- Advance payments
- Contracts using generic suppliers
- Processing times for rush items

The materials from the workgroup are available online at www.myfloridacfo.com/division/aa/state-agencies/financial-policy.



Bahia Honda Bridge

MEMOS OF NOTE

Agency Addressed and Chief Financial Office Memorandum are issued regularly by the Division to share information, provide guidance, and distribute policy to agency personnel. The following memos were published within the last quarter.

#	Title	Summary
AAM09	Enterprise Output Solution (EOS) – Report Distribution System (RDS) Web Application Upgrade	Announced changes to EOS that were effective October 27, 2024.
AAM10	FLAIR Master Balance File Cleanup Office Hours	Provides information about the FLAIR Master Balance File Cleanup Office Hours and provides resources to support cleanup activities.
AAM11	Division Website Project—Phase Three Updates	Provides information about the final updates to the Division’s website.
AAM12	2024 Calendar Year-End Information	Provides information about complying with the Year-End reporting and processing schedule.
AAM13	OFFE Updates	Provides information about recent trainings and job aids published.
AAM14	Judgment Interest Rate for the Quarter Beginning January 1, 2025	Provides the judgment interest rate for the quarter beginning January 1, 2025.

WHY ARE YOU EXCITED ABOUT FLORIDA PALM?

Every agency is preparing for the January 2026 Financial and Payrolls Florida PALM implementation. So many exciting changes and new processes are being introduced!

A&A asked a few DFS team members what they were most excited about the January 2026 Florida PALM implementation. Below are a few of the quotes:

- **Don Hurst, Assistant Chief of Auditing:** There is a definite advantage of working in one system as opposed to three. This should help to reduce inquiries my unit receives that are issues related to timing such as payments, funding, etc.
- **Alexandra Weimorts, DFS CCN Agency Liaison:** Florida PALM will be exciting because it brings the promise of greater efficiency, streamlined processes, and enhanced decision-making capabilities. Being in one system, the data becomes more accessible and accurate, eliminating redundancies and manual errors. This upgrade can empower teams to work smarter, not harder, freeing up time to focus on strategic growth and innovation. Plus, the enhanced reporting and real-time insights enable agencies to adapt quickly to changes, driving better outcomes across the board. It's a game-changer for operational success and future readiness!
- **Julia Collins-O’Kane, DFS A&A Transition Team Lead:** Florida PALM will change the way we do business, allowing us to operate more quickly, effectively, and transparently to better support all Florida stakeholders.



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