

Helpful Links

- Dashboard Snapshots
- Knowledge Center
- Florida PALM Workbook for FSDB
- Readiness Workplan

FSDB Status Report Dashboard

Reporting Period

January - February 2025

Agency Sponsor

Tracie Snow

Click on the various statistics or dials to view the supporting information within your agency's Smartsheet Florida PALM Workbook.

RW Task Timeliness

RW Task Completeness

Direct Impact Task Timeliness

Other Task Timeliness

Direct Impact Task Completeness

Other Task Completeness



Direct Impact Task Timeliness:

Score = 91.15%

- Submitted On Time = 18
- Submitted Late = 8
- Pending Resubmission = 0

Other Task Timeliness:

Score = 95.94%

- Submitted On Time = 47
- Submitted Late = 16
- Pending Resubmission = 0

Direct Task Completeness:

Score = 76.15%

- Submitted Complete = 13
- Submitted Incomplete = 1
- Completed After Submission = 12

Other Task Completeness:

Score = 83.78%

- Submitted Complete = 23
- Submitted Incomplete = 1
- Completed After Submission = 13

The RW Task Timeliness dials reflect the timeliness of your agency's submission of all RW tasks based on the task due date. Calculations are based on all RW tasks to date.

The RW Task Completeness dials reflect the completeness of your agency's task submissions based on the task rubric. Calculations of task completeness includes all RW Tasks since RW 512.

The Change Champion Network composition reflects the completeness of your CCN makeup.

CCN Composition



Change Champion Network:

- Unique Filled Role = 4
- Duplicate Filled Role = 12
- Vacant Role = 0

The dials above include an intuitive Green-Yellow-Red spectrum, where green indicates the measure is in a positive range, yellow represents that the gaps in expected results present an increasing risk to the agency, and red indicates that there are significant gaps in expected results that present an elevated risk level for the agency.

RW Tasks - Completed or Open Items

| Project Impact | Critical Operational Element | Task ID | Task Name | Task Planned Start Date | Task Planned End Date | Agency Reported Task Progress | Agency Submission Date | Status Comment | Project Verification of Completion | Agency Corrected Submission Date |
|----------------|------------------------------|---------|--|-------------------------|-----------------------|-------------------------------|------------------------|---|------------------------------------|----------------------------------|
| N/A | Technology | 561 | Remediate Agency Business Systems based on Segment IV | 10/21/24 | 03/14/25 | 100% - Submitted | 10/24/24 | NA | Submission Complete | |
| N/A | Technology | 558 | Update Agency Business System Documentation | 11/18/24 | 01/10/25 | 100% - Submitted | 01/10/25 | NA - We do not use agency business systems to interface with PALM. | Submission Complete | |
| Indirect | People | 536-C | Create Agency Specific User Acceptance Testing Plan | 12/09/24 | 04/11/25 | 50% - In Progress | | | | |
| N/A | Processes | 560 | Submit Change Analysis Tool | 12/09/24 | 04/11/25 | 50% - In Progress | | | | |
| Indirect | People | 564 | Update Future Florida PALM Users | 12/09/24 | 01/10/25 | 100% - Submitted | 01/10/25 | | Submission Complete | 02/24/25 |
| N/A | People | 568 | Create Training Plan for Agency Managed End User Training | 12/09/24 | 05/30/25 | 50% - In Progress | | | | |
| Direct | Data | 567-J | Share, Review, and Update Configuration Workbooks | 12/18/24 | 01/17/25 | 100% - Submitted | 03/05/25 | | Submission Complete | |
| Direct | Data | 567-P | Share, Review, and Update Configuration Workbooks | 12/18/24 | 02/14/25 | 100% - Submitted | 03/05/25 | | Submission Complete | 03/11/25 |
| Direct | Data | 658-A | Submit Data Field Mapping | 12/18/24 | 02/21/25 | 100% - Submitted | 02/21/25 | RC: Request for update email sent to agency; no action complete as of date of verification. 3/5/25 agency submitted, noting blank fields for FLAIR Org Codes not belonging to their agency. | Submission Complete | 03/07/25 |
| Direct | Data | 658-B | Submit Data Field Mapping | 12/18/24 | 02/21/25 | 100% - Submitted | 02/21/25 | RC: Request for update email sent to agency; no action complete as of date of verification. 3/7/25; submitted; RC updated agency Task Tracker to complete | Submission Complete | 03/07/25 |
| N/A | N/A | 569 | Submit Bimonthly Agency Readiness Status Report | 12/30/24 | 01/10/25 | 100% - Submitted | 01/13/25 | | Submission Complete | |
| N/A | N/A | 570 | Manage Agency Specific Implementation Schedule, Risks and Issues | 12/30/24 | 02/28/25 | 100% - Submitted | 03/05/25 | Florida PALM: Agency did not submit. Task required to be close as Reporting Period has ended. | Submission Complete | |
| Direct | Data | 658-C | Submit Data Field Mapping | 01/06/25 | 02/21/25 | 100% - Submitted | 03/05/25 | | Submission Complete | |
| Indirect | Technology | 576 | Complete Internal Agency Business System Test and Remediation to prepare for Cycle 2 - Technical Interface Testing | 01/06/25 | 07/25/25 | | | | | |
| N/A | People | 582 | Share Florida PALM Updates | 01/27/25 | 02/07/25 | Pending Resubmission | 02/19/25 | | Submission Incomplete | |
| N/A | People | 584 | Update Authorized Smartsheet Users | 01/27/25 | 02/07/25 | 100% - Submitted | 02/19/25 | | N/A | |
| Direct | Data | 658-D | Submit Data Field Mapping | 02/03/25 | 03/14/25 | 100% - Submitted | 02/19/25 | | | |
| N/A | N/A | 589 | Submit Bimonthly Agency Readiness Status Report | 02/28/25 | 03/10/25 | | | | | |
| N/A | N/A | 590 | Manage Agency Specific Implementation Schedule, Risks and Issues | 02/28/25 | 04/30/25 | | | | | |
| Direct | Data | 567-L | Share, Review, and Update Configuration Workbooks | 03/03/25 | 03/28/25 | | | | | |
| Direct | Data | 567-M | Share, Review, and Update Configuration Workbooks | 03/03/25 | 03/28/25 | | | | | |
| Direct | Data | 567-N | Share, Review, and Update Configuration Workbooks | 03/03/25 | 03/28/25 | | | | | |

| People | Processes | Technology | Data |
|--|---|---|---|
| The staff and stakeholders affected by your agency's transition to Florida PALM. | The sequence of procedures to accomplish a business objective. | The applications or tools used to process, track, or report on financial operations. | Information used in or produced from an agency's financial business operations. |
| <p>Implementation:</p> <p>Planned Florida PALM End Users = 11</p> <ul style="list-style-type: none"> Business Process Groupings = 13/13 <p>Identified Subject Matter Experts = 4</p> | <p>Implementation:</p> <p>Impacted Agency Business Processes = 7</p> <ul style="list-style-type: none"> Related Business Process Groupings = 7/13 Planned Spreadsheet Uploads = 0 | <p>Implementation:</p> <p>Business Systems Planned for Integration = 0</p> <p>Planned Interfaces = 0</p> <ul style="list-style-type: none"> Inbound Interfaces = 0 Outbound Interfaces = 0 | <p>Implementation:</p> <p>Configuration</p> <ul style="list-style-type: none"> Commitment Control (KK) <ul style="list-style-type: none"> Budget Allotments - Control Option = Option # 3 - Track without Budget Account ChartField Tier Selection = Account Tier #3: Family Organization ChartField Translation Tree Selection = Translation Tree #2: Agency-Defined Tree Org Security Rule = Agencywide Optional ChartFields <ul style="list-style-type: none"> OA1 = To Be Configured OA2 = To Be Configured PC Category = To Be Configured PC Subcategory = To Be Configured PC Source Type = To Be Configured <p>Conversion</p> <ul style="list-style-type: none"> Optional Conversions <ul style="list-style-type: none"> Accounts Receivable = Needed Assets = Needed Contracts = Needed Customers = Needed Encumbrances = Needed Grants = Needed Projects = Not Needed Projects Balances = Not Needed |

Agency Reported

The Risks, Issues, and Assumptions tables below display only items that were marked confirmed and were opened/logged, closed/resolved or active during the reporting period.

| FSDB Risks | | | | | | | |
|-------------------------------|----------------------------|--------|-------------------|---|--------------------------------------|-----------------------|---------------------|
| Critical Operational Elements | Risk Description | Status | Risk Rating | Mitigation/Response Strategy | Reporting Period Comments or Updates | Date of Status Change | Owner / Coordinator |
| Data | Loss of FLAIR EO field | Open | 4 (Medium/Medium) | Mitigation seems unlikely since PALM will not have an equivalent EO field that we used for grant reporting. Some off system method of tracking data for reporting will be needed. | NA | 01/30/24 | J wester |
| Processes | Loss of On Demand payments | Open | 4 (Medium/Medium) | It is unknown what can take the place of on demand payments. | NA | 01/30/24 | J wester |

| FSDB Issues | | | | | | | |
|-------------------------------|-------------------|--------|----------|-----------------|--------------------------------------|-----------------------------------|---------------------|
| Critical Operational Elements | Issue Description | Status | Priority | Resolution Plan | Reporting Period Comments or Updates | Planned or Actual Resolution Date | Owner / Coordinator |
| | | | | | | | |

| FSDB Assumptions | | | | | |
|-------------------------------|------------|--------|------------------------|--|--------------------------------------|
| Critical Operational Elements | Assumption | Status | Date Logged or Removed | Impacted Stakeholder(s) and/or System(s) | Reporting Period Comments or Updates |
| | | | | | |

Agency Sponsor Confirmation

As Agency Sponsor, I understand my role and responsibility for monitoring and reporting on my agency's readiness status. I have reviewed and confirmed the accuracy of my agency's readiness status as reflected in this dashboard.

Agency Sponsor Name: *

Confirm *

| FSDB Status Report Confirmation | | | |
|---------------------------------|----------------------|-------------------|--------------------|
| Reporting Period | Agency Sponsor Name: | Confirmed By: | Confirmation Date: |
| January - February 2025 | Tracie C. Snow | snowt@fsdbk12.org | 03/14/25 |