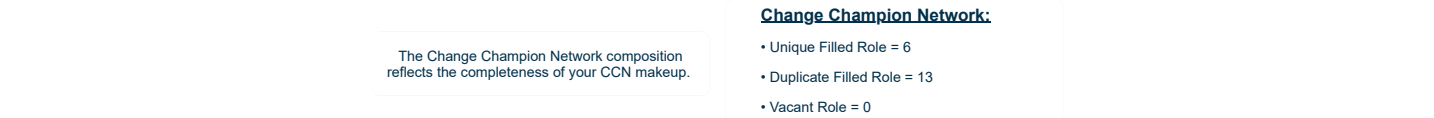


The RW Task Timeliness dials reflect the timeliness of your agency's submission of all RW tasks based on the task due date. Calculations are based on all RW tasks to date.

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 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	Processes	515	Identify Change Impacts and Update Agency Business Process Documentation for Segments I and II	01/29/24	04/12/24	Pending Resubmission	06/28/24	1/16/2025: task remains incomplete. Address items noted in verification form for completion. -dlt ETA by July 2024 - RFQ in process RC comment: as of 8/20, task remains incomplete via review with E. RiceMorgan. Anticipate completion by end of December 2024. VACO Analyst Jose Gutierrez working through Business processes.	Submission Incomplete	01/15/25
N/A	Processes	527	Identify Change Impacts and Update Agency Business Process Documentation for Segment III	04/15/24	07/12/24	Pending Resubmission	07/12/24	Remains incomplete. 1. Mark None where spreadsheet uploads are not identified. 2. Complete process documentation updates for Segments I, II, and III. -dlt, 11/6/2024	Submission Incomplete	09/19/24
N/A	Processes	543	Identify Change Impacts and Update Agency Business Process Documentation for Segment IV	07/22/24	10/18/24	75% - Consolidating/Inputting Information for Submission				
N/A	Technology	561	Remediate Agency Business Systems based on Segment IV	10/21/24	03/14/25	100% - Submitted	03/13/25		Submission Complete	
Indirect	People	536-C	Create Agency Specific User Acceptance Testing Plan	12/09/24	05/02/25	100% - Submitted	01/30/25		Submission Complete	
N/A	Processes	560	Submit Change Analysis Tool	12/09/24	05/02/25	100% - Submitted	05/02/25		Submission Incomplete	05/12/25
N/A	People	568	Create Training Plan for Agency Managed End User Training	12/09/24	05/30/25	100% - Submitted	05/12/25			
Direct	Technology	576	Complete Internal Agency Business System Test and Remediation to prepare for Cycle 2 - Technical Interface Testing	01/06/25	07/25/25	100% - Submitted	04/08/25		Submission Complete	
Direct	Data	658-D	Submit Data Field Mapping	02/03/25	03/14/25	100% - Submitted	03/06/25		Submission Complete	
N/A	N/A	589	Submit Bimonthly Agency Readiness Status Report	02/28/25	03/10/25	100% - Submitted	03/07/25		Submission Complete	
Direct	Data	567-L	Share, Review, and Update Configuration Workbooks	03/03/25	03/28/25	100% - Submitted	03/28/25		Submission Complete	
Direct	Data	567-M	Share, Review, and Update Configuration Workbooks	03/03/25	03/28/25	100% - Submitted	03/27/25		Submission Complete	
Direct	People	579	Confirm UAT SMEs	04/14/25	05/02/25	100% - Submitted	04/30/25		Submission Complete	05/06/25
N/A	People	598	Share Florida PALM Updates	04/14/25	04/25/25	100% - Submitted	04/22/25		Submission Complete	04/28/25
N/A	N/A	599	Submit Bimonthly Agency Readiness Status Report	05/01/25	05/12/25	100% - Submitted	05/12/25		Submission Complete	
Indirect	Technology	578	Confirm Identity Provider for Florida PALM	05/05/25	05/23/25	100% - Submitted	05/08/25			
Direct	Data	571	Complete Data Cleansing Based on Mock Conversion 2	05/12/25	06/20/25	25% - Beginning Initial Internal Meetings and Information Gathering				

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.
Implementation: Planned Florida PALM End Users = 63 • Business Process Groupings = 12/13 Identified Subject Matter Experts = 8	Implementation: Impacted Agency Business Processes = 121 • Related Business Process Groupings = 10/13 • Planned Spreadsheet Uploads = 2	Implementation: Business Systems Planned for Integration = 2 Planned Interfaces = 2 - Inbound Interfaces = 1 - Outbound Interfaces = 1	Implementation: Configuration • Commitment Control (KK) - Budget Allotments - Control Option = Option # 2 - Track with Budget - Account ChartField Tier Selection = Account Tier #2: Groupings - Organization ChartField Translation Tree Selection = Translation Tree #2: Agency-Defined Tree • Org Security Rule = Agency Defined • Optional ChartFields - OA1 = To Be Configured - OA2 = Not To Be Configured - PC Category = To Be Configured - PC Subcategory = To Be Configured - PC Source Type = To Be Configured Conversion • Optional Conversions - Accounts Receivable = Not Needed - Assets = Needed - Contracts = Needed - Customers = Not Needed - Encumbrances = Needed - Grants = Needed - Projects = Needed - Projects Balances = 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.

DVA Risks								
Status	Date Opened	Date Closed	Risk Category	Risk Title	Trend	Risk Rating	Monitor/Mitigation Plan/Resolution	Reporting Period Comments for March - April 2025
Open and Mitigating	05/14/25		Staffing/Resource Availability	Staffing shortfalls	Increasing	6 (Medium/High)	Working to hire a new vendor/consultant to assist with key tasks as the current vendor was terminated for work performance.	Requisitioning a new vendor.
Open and Monitoring	05/14/25		Staffing/Resource Availability	Contracting and Procurement Funding	Stable	6 (High/Medium)	Requesting that current funding be reverted and reallocated to support getting the contractual support needed.	Pending approval from Office of Program and Budget
Open and Monitoring	05/14/25		Staffing/Resource Availability	Technology - IT Staffing	Stable	4 (Medium/Medium)	Agency requested additional IT personnel through the LBR process, but these positions were not approved by the legislature. The next legislative session is another year away and the PALM implementation will have begun	Added this requiremer to the upcoming LBR package for submittal for next SFY's legislative session.
Open and Monitoring	05/14/25		Interface	FDVA FLAIR and PALM Data Interface	Decreasing	4 (Medium/Medium)	Staff will incur extra time and productivity lag in trying to learn, crosswalk and translate data outputs. Hopefully training and SOPs will minimize this issue. SOP being developed and revised, and training plan in place to mitigate this issue.	SOPs being developed and/or revised for all functions and processes impacted by PALM implementation.

DVA Issues								
Status	Date Opened	Date Closed	Priority	Issue Category	Issue Title	Action Plan	Planned or Actual Resolution Date	Reporting Period Comments for March - April 2025
Open	04/22/25		Low - All impacts not listed	Staffing/Resource Availability	Human Resources Shortfall	Secure a new contractor from State Term Contact listing and bring them onboard NLT 15 May 2025	05/15/25	VACO contractor terminated due to performance. FDVA requisitioning new contractor to support Agency personnel in performing required tasks. Anticipate having a new vendor withing the next 45 days.

DVA Assumptions					
Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments for March - April 2025
People Processes Technology Data	Funding will be approved/provided by the Florida Legislature to secure personnel or contract vendors to support the Agencies full PALM Transition.	Logged	09/18/23	FDVA and the overall Statewide PALM project implementation/all connected Agency process converted to PALM.	Funding currently on hand for the current fiscal year, but the SFY 25/26 budget has not been approved so the future is unknown.
People Processes Technology Data	Sufficient contract personnel will be available to support the Agency as it undergoes its PALM integration.	Logged	05/14/25	FDVA PALM required processes (Admin, Fiscal, and Finance and Accounting functions)	Requisitioning our second contractor to assist with PALM implementation. Previous contractor could not deliver on contract agreements. This speaks to the limited contractor resources available to support PALM.
People	FDVA Executive Leadership, including project Sponsor, will support the project by providing resources, access to systems and by supporting the organizational change management strategy created by the project development team.	Logged	09/18/23	Agency Administrative functions (Fiscal and Finance & Accounting)	State provided financial resources but not timely to allow the Agency to secure project management and contract support staff resources. Those agencies undergoing the initial implementation were able to secure contact vendor staff with PALM and related accounting experience. Agency was able to secure a vendor, but that vendor could not deliver on agreed upon deliverables. Vendor pool is even smaller now.

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 *

Submit

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DVA Status Report Confirmation			
Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
March - April 2025	ALFRED D. CARTER	al.carter@fdva.fl.gov	05/12/25
March - April 2025	ALFRED D. CARTER	al.carter@fdva.fl.gov	04/22/25
January - February 2025	ALFRED D. CARTER	al.carter@fdva.fl.gov	03/07/25