

Helpful Links

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

DVA Status Report Dashboard

Reporting Period

March - April 2026

Agency Sponsor

AI Carter

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



Direct Impact Task Timeliness:

Score = 95.6%

- Submitted On Time = 47
- Submitted Late = 3
- Pending Submission = 0

Other Task Timeliness



Other Task Timeliness:

Score = 83.71%

- Submitted On Time = 70
- Submitted Late = 27
- Pending Submission = 0

Direct Impact Task Completeness



Direct Task Completeness:

Score = 91.22%

- Submitted Complete = 38
- Submitted Incomplete = 2
- Completed After Submission = 9

Other Task Completeness



Other Task Completeness:

Score = 85.49%

- Submitted Complete = 56
- Submitted Incomplete = 6
- Completed After Submission = 9

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.

Change Champion Network:

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

- Unique Filled Role = 7
- Duplicate Filled Role = 17
- 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
Direct	Data	597	Complete Data Cleansing Based on Mock Conversion 4	01/12/26	03/13/26	100% - Submitted	03/13/26		Submission Complete	
N/A	N/A	673	Submit Bimonthly Agency Readiness Status Report	03/02/26	03/10/26	100% - Submitted	03/10/26		Submission Complete	
Indirect	N/A	674	Submit Monthly Progress Report - Testing	03/02/26	03/31/26	100% - Submitted	04/01/26		Submission Complete	
Indirect	People	696	Maintain Role Mapping Worksheet	03/23/26	04/30/26	100% - Submitted	04/30/26		Submission Complete	
Indirect	N/A	675	Submit Monthly Progress Report - Testing	04/01/26	04/30/26	100% - Submitted	04/30/26		Submission Complete	
Indirect	Data	697	Maintain Configuration and Conversion Workbooks	04/01/26	04/30/26	100% - Submitted	04/30/26		Submission Complete	
N/A	People	607	Update Training Plan	04/06/26	06/05/26	50% - In Progress				
N/A	People	676	Share Florida PALM Updates	04/13/26	04/24/26	100% - Submitted	04/23/26		Submission Complete	
Direct	Data	713	Confirm Supplier Records	04/20/26	05/22/26	25% - Beginning Initial Internal Meetings and Information Gathering				
Direct	Data	698	Complete Data Cleansing in Preparation for Dry Run 2	04/20/26	06/17/26	25% - Beginning Initial Internal Meetings and Information Gathering				
N/A	N/A	677	Submit Bimonthly Agency Readiness Status Report	05/01/26	05/11/26	100% - Submitted	05/11/26			05/11/26
Indirect	N/A	678	Submit Monthly Progress Report - Testing, Training	05/01/26	05/29/26					
Indirect	Data	699	Maintain Configuration and Conversion Workbooks	05/01/26	05/29/26					
Indirect	People	700	Maintain Role Mapping Worksheet	05/01/26	05/29/26					
N/A	Processes	602	Update Agency Business Process Documentation	05/04/26	10/30/26					
N/A	People	604	Create Agency-Specific Learning Materials to Support End Users	05/04/26	10/30/26					

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	Primary Risk Category	Risk Title	Trend	Risk Rating	Background	Monitor/Mitigation Plan/Resolution	Impact if Risk Becomes an Issue	Reporting Period Comments for Mar. - Apr. 2026
Open and Mitigating	05/14/25		Staffing/Resource Avail	Staffing shortfalls	Increasing	6 (Medium/High)	FDVA has one person performing most functions and must keep PALM tasks on track while simultaneously performing day-to-day required tasks. Also, staff turnover is an	Working to hire a new vendor/consultant to assist with key tasks as the current vendor was terminated for work performance.	Tasks will not be accomplished in a timely manner, if at all.	FDVA continues to work with contractors to meet implementation requirements. With the contractors, the Agency is able to keep pace with requirements and continue to work the required SOPs.

							issue as some of these personnel are retiring or terminating employment due to increased workload. Additionally, major cyclic operations and events like year-end closeout and hurricane season becomes priority for these singularly manned positions.			
Open and Monitoring	05/14/25		Staffing/Resource Avail	Contracting and Procurement Funding	Stable	6 (High/Medium)	Our Agency is unique and may require contractor support to meet implementation requirements and ensure our processes and procedures align to meet State, federal and local requirements, and that it supports the transition of staff. It could impact the Agencies ability to meet deliverables. Processes that don't align with PALM will have to be retooled to do so. Technology expertise may not be resident to perform retooling requirements.	Requesting that current funding be reverted and reallocated to support getting the contractual support needed.	PALM and Agency required processes won't synchronize leading to the Agency having to do manual processes.	Contractors are assisting the Agency in meeting implementation requirements, especially the task deliverables.
Open and Monitoring	05/14/25		Interface	Technology - IT Staffing	Stable	4 (Medium/Medium)	Existing IT Staffing has limited knowledge of PALM system and will take time to get trained up, especially given their existing Agency requirements. Agency requested additional personnel through the LBR process but positions to date, have not been approved.	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	Agency will not be able to meet IT requirements timely, if at all, if IT personnel can't support.	FDVA is having success in working through the IT related requirements. Think this risk can be reduced to a low risk in the coming months.
Open and Monitoring	05/14/25		Interface	FDVA FLAIR and PALM Data Interface	Decreasing	4 (Medium/Medium)	FLAIR and Florida PALM data will be different in its input and likely representation, which may cause challenges when performing data analysis as well as input errors.	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.	Data errors or data lag in inputting data.	FDVA experienced some data input issues during the past quarter, but these have now been worked out. Hopefully going forward there will be fewer system errors to report.
Open and Monitoring	02/27/26		User Acceptance Testing	UAT Testing and Data Capture	Stable	4 (Medium/Medium)	UAT of data stories has become more complicated than expected. Current stories which reflect day-to-day operations is not yielding the full scope of work being completed.	UAT Testing and data capture are proceeding as planned. Alignment between the live spreadsheet and the state-provided User Story Smartsheet requires structured reconciliation to ensure dashboard reporting reflects real-time progress. The FDVA PALM Team has implemented a process to ensure full accuracy and compliance by the March reporting deadline.	Data errors and inaccurate reporting of progress.	FDVA believes the data errors and inaccurate reporting has improved. We continue to work with our State counterparts to resolve issues quickly. We think that by the end of the fiscal year, these errors experienced will be minimal.

DVA Issues

Status	Date Opened	Date Closed	Priority	Primary Issue Category	Issue Title	Background	Action Plan	Planned or Actual Resolution Date	Reporting Period	Comments for Mar. - Apr. 2026
Open	04/22/25		Low - All impacts not listed	Staffing/Resource Avail	Human Resources Shortfall	VACO Consultants were hired to assist Agency with PALM Transition 9 months ago, but had to fire them due to performance issues on 15 April 2025.	Secure a new contractor from State Term Contract listing and bring them onboard NLT 15 May 2025. A new vendor contract is being worked and we anticipate the new contractor being on board on 1 August 2025.	08/01/25	Agency hopes funding is provided in this special legislative budget session to keep the contractors through the implementation period.	

DVA Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period	Comments for Mar. - Apr. 2026
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.	FDVA continues to work the UAT process inputs and testing to ensure we are aligned to meet the conversion date. We also continue to work the associated SOPs required and the developing training for personnel in the new PALM functions.	
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)	FDVA continues to work the SOPs that focus on the conversion of processes from FLAIR to PALM in efforts to meet the end-state. Our contractors have been a tremendous help in this area and hope to receive funding in the upcoming legislative special budget session to keep them on staff through implementation.	
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)	FDVA continues to work the UAT process inputs and testing, SOP development, and training with our contractors to meet required tasks and implementation deadlines. Being able to secure funding to keep our contract staff through implementation will be critical to our agencies success.	

Agency Sponsor Confirmation

As Agency Sponsor, I understand my role and responsibility for

DVA Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
March - April 2026	ALFRED D. CARTER	al.carter@fdva.fl.gov	05/11/26
March - April 2026	ALFRED D. CARTER	al.carter@fdva.fl.gov	05/11/26

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.

January - February 2026	ALFRED D. CARTER	al.carter@fdva.fl.gov	03/10/26
-------------------------	------------------	-----------------------	----------

Agency Sponsor Name: *

Confirm *

Submit

[Privacy Policy](#) | [Report Abuse](#)