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FSDB Status Report Dashboard

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

Reporting Period


May - June 2025

Agency Sponsor

Tracie Snow

RW Task Timeliness

Direct Impact Task Timeliness



Direct Impact Task Timeliness:


Score = 93.78%

Submitted On Time = 28

Submitted Late = 8

Pending Submission = 0

Other Task Timeliness



Other Task Timeliness:

Score = 95.48%


Submitted On Time = 51

Submitted Late = 20

Pending Submission = 0

RW Task Completeness

Direct Impact Task Completeness



Direct Task Completeness:


Score = 75.41%

Submitted Complete = 19

Submitted Incomplete = 4

Completed After Submission = 14

Other Task Completeness



Other Task Completeness:

Score = 81.14%

Submitted Complete = 26

Submitted Incomplete = 2

Completed After Submission = 16

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.

Change Champion Network:

- Unique Filled Role = 2
- 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	
Indirect	People	536-C	Create Agency Specific User Acceptance Testing Plan	12/09/24	05/02/25	100% - Submitted	05/12/25		Submission Complete	05/12/25	
N/A	Processes	560	Submit Change Analysis Tool	12/09/24	05/02/25	Pending Resubmission	05/12/25		Submission Incomplete		
N/A	People	568	Create Training Plan for Agency Managed End User Training	12/09/24	05/30/25	100% - Submitted	05/21/25		Submission Incomplete	06/17/25	
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	05/12/25	Not really applicable to FSDB	Submission Complete	05/12/25	
Direct	People	579	Confirm UAT SMEs	04/14/25	05/02/25	100% - Submitted	04/24/25		Submission Complete	05/27/25	
N/A	N/A	599	Submit Bimonthly Agency Readiness Status Report	05/01/25	05/12/25	100% - Submitted	05/28/25		Submission Complete		
Indirect	Technology	578	Confirm Identity Provider for Florida PALM	05/05/25	05/23/25	100% - Submitted	05/12/25	I don't see a column for May 2025 was added.	Submission Complete	05/21/25	
Direct	Data	571	Complete Data Cleansing Based on Mock Conversion 2	05/12/25	06/20/25	100% - Submitted	06/10/25	Conversion flat file appears to contain much of the needed data. The record extract does not. FLAIR does not contain visible errors.	Task Closed - Submission Incomplete		
Direct	Data	657	Submit Updated Configuration Workbooks	05/19/25	06/20/25	100% - Submitted	06/10/25		Task Closed - Submission Incomplete	06/20/25	
Direct	Data	659	Update Conversion Field Mapping	05/19/25	06/20/25	100% - Submitted	06/20/25		Submission Complete		
Direct	People	573-A	Complete and Submit End User Role Mapping Worksheet for UAT.	05/19/25	06/20/25	100% - Submitted	06/10/25		Task Closed - Submission Incomplete		
Indirect	Processes	574	Prepare Documentation for User Acceptance Testing	06/02/25	08/08/25						
Direct	Data	657-A	Submit Updated Configuration Workbooks - Agency Supplier Record	06/09/25	06/27/25	100% - Submitted	06/17/25		Submission Complete		
N/A	People	610	Update Authorized Smartsheet Users	06/23/25	07/11/25	100% - Submitted	07/08/25		N/A		
Direct	Technology	591	Confirm IDP Configuration for Florida PALM	06/23/25	07/11/25	100% - Submitted	07/08/25				
Indirect	N/A	593	Update Agency Readiness Certification #1	06/23/25	07/18/25						
N/A	N/A	611	Submit Bimonthly Agency Readiness Status Report	07/01/25	07/10/25	100% - Submitted	07/10/25				

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

Status	Date Opened	Date Closed	Risk Category	Risk Title	Trend	Risk Rating	Background	Monitor/Mitigation Plan/Resolution	Impact if Risk Becomes an Issue	Reporting Period Comments for May - June 2025
Open and Monitoring	06/02/25		Conversion/Configuration	Local fund loss	Increasing	9 (High/High)	Local funds hold over \$33.3 million dollars in donations. PALM has proposed eliminating these local funds which will remove them from the CAFR. and Agency GL.	DFS A&A proposes to combine local funds into the administrative funds as a solution.	Commingling of funds for different purposes is not a good idea as proposed. Maintaining a local fund apart from other funds is the real solution.	A local fund option does not appear to be available in PALM at this time.
Open and Monitoring	01/30/24		Conversion/Configuration	Loss of EO field	Stable	6 (Medium/High)	Mitigation seems unlikely since PALM will not have an EO field that is used for grant reporting.	None as of yet	Loss of consistent grant reporting	No solution
Open and Monitoring	01/30/24		Conversion/Configuration	Loss of on demand payments	Stable	6 (Medium/High)	It is unknown what can take place of on demand payments	None as of yet	Inability to create on demand payments	No solution

FSDB Issues

Status	Date Opened	Date Closed	Issue Category	Issue Title	Priority	Background	Action Plan	Planned or Actual Resolution Date	Reporting Period Comments for May - June 2025
Open	06/02/25		Conversion/Configuration	Local fund	High - Impacts the ab	PALM proposes to eliminate local fund 20-8-082109, 20-8-84301, and 71-8-084209 which collectively hold over \$33.3 million dollars in Agency managed donations owned by the State. These local funds have been authorized and in use for well over 20 years and are needed to manage received donations. We expect them to be active in PALM.	PALM must convert these funds when converting from FLAIR to avoid the loss of \$33.3 million dollars from State assets not being reported in the CAFR.	During conversion	The DFS proposed solution is to commingle Endowment funds with the Administrative fund during conversion. No plan yet to again separate after conversion.
Open	01/30/24		Conversion/Configuration	Loss of OCA/EO fields	High - Impacts the ab	Use of FLAIR OCA/EO fields are more effective than speedkeys and help collect data in a more cohesive manner.	None likely	None planned	No change
Open	01/30/24		Conversion/Configuration	Loss of on demand payments	High - Impacts the ab	It is unknown what can take place of on demand payments	No replacement evident	None planned	No change

FSDB Assumptions

Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments for March - April 2025

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

FSDB Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
May - June 2025	Tracie C. Snow	snowt@fsdbk12.org	07/10/25
March - April 2025	Tracie C. Snow	snowt@fsdbk12.org	05/28/25
January - February 2025	Tracie C. Snow	snowt@fsdbk12.org	03/14/25

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