FSDB Status Report Dashboard

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

CCN Composition	RW Task Completeness	RW Task Timeliness	Project-led Meeting Participation
The Change Champion Network dial reflects the completeness of your CCN makeup.	The Readiness Workplan Tasks Completeness dial reflects the completeness of your agency's submission of RW tasks, starting with RW Task 512.	The Readiness Workplan Tasks Timeliness dial reflect the timeliness of your agency's submission of all RW tasks to date.	The Participation dial reflects your agency's attendance at Project-led meetings during the current reporting period.

Change Champion Network:
- Unique Filled Role = 4
- Duplicate Filled Role = 12
- Vacant Role = 0

RW Task Completeness:

Score = 90.00%
- Submitted Complete = 23
- Submitted Incomplete = 0
- Completed After Submission = 17

RW Task Timeliness:

Score = 96.88%
- Submitted On Time = 50
- Submitted Late = 12
- Pending Submission = 0

Meeting Participation:
- Meetings Attended = 4
- Meetings Missed = 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	531	Remediate Agency Business Systems based on Segment II	04/29/24	10/04/24	100% - Submitted	07/03/24	We use FLAIR directly and do not have agency interfaces	Submission Complete	
N/A	People	535	Update Workforce Readiness Plan	06/17/24	08/02/24	Pending Resubmission	07/03/24		Submission Complete	07/18/24
Direct	Data	541-A	Complete Configuration Workbooks for Segment IV	07/22/24	09/06/24	100% - Submitted	09/10/24	We do not use agency interfaces to PALM	Submission Complete	
N/A	Data	542	Complete Data Readiness Analysis and Data Cleansing Activities for Segment IV	07/22/24	10/18/24	100% - Submitted	10/16/24	Done	Submission Complete	10/29/24
N/A	Processes	543	Identify Change Impacts and Update Agency Business Process Documentation for Segment IV	07/22/24	10/18/24	100% - Submitted	10/16/24	NA	Submission Complete	10/29/24
N/A	Technology	544	Update Agency Business System Documentation for Segment IV	07/22/24	10/18/24	100% - Submitted	10/16/24	NA	Submission Complete	
Direct	Technology	545-A	Update and Finalize Florida PALM Conversion Inventory for Segment IV	07/22/24	10/18/24	100% - Submitted	10/16/24	NA	Submission Complete	10/29/24
Direct	Technology	546	Update Florida PALM Interface Inventory for Segment IV	07/22/24	10/18/24	100% - Submitted	10/16/24	NA	Submission Complete	
N/A	Technology	547	Remediate Agency Business Systems based on Segment III	07/22/24	12/13/24	100% - Submitted	09/10/24	We do not use agency interfaces to PALM	Submission Complete	
Direct	People	549	Submit Training Survey	08/12/24	09/20/24	100% - Submitted	09/10/24	Not applicable	Submission Complete	09/25/24
Indirect	People	536-B	Create Agency Specific User Acceptance Testing Plan	08/19/24	10/11/24	100% - Submitted	10/24/24		Submission Complete	11/05/24
Direct	Data	541-C	Complete Configuration Workbooks for Segment IV	08/26/24	10/04/24	100% - Submitted	10/18/24		Submission Complete	10/24/24
N/A	N/A	551	Submit Bimonthly Agency Readiness Status Report	08/30/24	09/11/24	100% - Submitted	09/17/24		Submission Complete	
N/A	N/A	552	Manage Agency Specific Implementation Schedule, Risks and Issues	08/30/24	10/31/24	100% - Submitted	10/22/24		N/A	
Direct	Data	541-D	Complete Configuration Workbooks for Segment IV - General Ledger (GL)	10/07/24	11/01/24	100% - Submitted	10/22/24		Submission Complete	
Direct	Data	555-A	Complete Data Cleansing Based on Mock Conversion 1 - Projects (PCC001)	10/07/24	11/22/24					
N/A	People	559	Share Florida PALM Updates	10/14/24	10/25/24	100% - Submitted	10/22/24		Submission Complete	
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	
Direct	Data	555-B	Complete Data Cleansing Based on Mock Conversion 1 (CTC001, GMC001, and PCC002)	10/28/24	11/22/24					
N/A	N/A	562	Submit Bimonthly Agency Readiness Status Report	11/01/24	11/12/24	100% - Submitted	11/13/24		Submission Complete	
N/A	N/A	563	Manage Agency Specific Implementation Schedule, Risks and Issues	11/01/24	12/27/24					
Direct	Data	555-C	Complete Data Cleansing Based on Mock Conversion 1 (AMC001 and POC001)	11/08/24	12/06/24					

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.

People

Implementation:

Planned Florida PALM End Users = 9

• Business Process Groupings = 13/13

Identified Subject Matter Experts = 4

• SMEs by Business Process Grouping

- Account Mgmt. and Financial Reporting = 2

- Accounts Receivable = 2

- Asset Accounting and Mgmt. = 2

- Banking = 2

- Budget Mgmt. and Cash Control = 2

- Contracts Mgmt. = 2

- Disbursements Mgmt. = 2

- Grants Mgmt. = 2

- Inter/IntraUnit Transactions = 2

- Payroll Mgmt. = 4

- Projects Mgmt. = 2

- Revenue Accounting = 2

- System Access and Controls = 2

Role Mapping = TBD

Training = TBD

Processes

Current-State:

Cataloged Business Processes = 7

• Related Business Systems = 1

• Related Reports = 65

• **Documentation Status:**

- Complete = 7 Partial = 0 Not Started = 0

Implementation:

Impacted Agency Business Processes = 7

• Related Business Process Groupings = 7

- Planned Spreadsheet Uploads = 0

• **Level of Impact: People Changes**

- High = 0 Medium = 0 Low = 0 None = 7 Uncertain = 0

• **Level of Impact: Processes Changes**

- High = 0 Medium = 0 Low = 0 None = 7 Uncertain = 0

• **Level of Impact: Technology Changes**

- High = 0 Medium = 0 Low = 0 None = 7 Uncertain = 0

• **Level of Impact: Data Changes**

- High = 0 Medium = 0 Low = 0 None = 7 Uncertain = 0

• **Segments I & II Documentation Update Status**

- Not Started = 0 In Progress = 0 Complete = 7

• **Segment III Documentation Update Status**

- Not Started = 0 In Progress = 0 Complete = 7

Technology

Current-State:

Cataloged Business Systems = 1

• **Criticality:**

- High = 0 Med = 0 Low = 0 None = 1

• **Documentation Status:**

- Complete = 0 Partial = 0 Not Started = 0

Cataloged Interfaces = 0

- Inbound Interfaces = 0

- Outbound Interfaces = 0

Implementation:

Business Systems Planned for Integration = 0

• **Segment I - Documentation Updates:**

- Complete = 0 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 0

• **Segment II - Documentation Updates:**

- Complete = 0 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 0

• **Segment III - Documentation Updates:**

- Complete = 0 Updating = 0 Evaluating = 0 Not Started = 0 Not Needed = 0

Planned Interfaces = 0

- Inbound Interfaces = 0

- Outbound Interfaces = 0

Data

Current-State:

Unique FLAIR Data Elements = 70

• **Associated Unique Uses = 70**

- Continued Use - Yes = 47

- Continued Use - No = 1

• **Associated Business Systems = 1**

Cataloged Reports = 64

• **Criticality:**

- High = 42 Med = 24 Low = 0 None = 0

Implementation:

Segments I & II Planned Configurations = 7/9

• **Accounts Receivable (AR)**

- Planned Distribution Codes = 1

• **Asset Management (AM)**

- Planned Location Codes = 56

- Planned Associated Area ID's = 1

• **Commitment Control (KK)**

- Planned Option = Option # 1 - Track with Budget

• **General Ledger (GL)**

- Planned Budgetary Value Combo Edits = 78

- Planned Local Funds = None

- Planned Organization ID's = 87

- Planned OA1's = 87

- Planned OA2's = None

Segment IV Planned Configurations

- Started = 1 Not Started = 1

Conversions & Data Readiness

• Conversions Needed = 11

• Agency Data Outside of Primary Source System(s) = 0

• **Data Readiness/Cleansing Status:**

- Complete = 7 In Progress = 0 Not Started = 0 Not Applicable 0

Reports = TBD

Agency Reported

The Risks, Issues, Assumptions and Readiness Activities tables below display only items that 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

FSDB Agency-Specific Readiness Activities

Critical Operational Elements	Activity Description	Date(s)	Impacted Stakeholder(s) and/or System(s)	Objective	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 *

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FSDB Status Report Confirmation

Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
September - October 2024	Tracie C. Snow	snowt@fsdbk12.org	11/13/24
July - August 2024	Tracie C. Snow	snowt@fsdbk12.org	09/17/24
May - June 2024	Tracie C. Snow	snowt@fsdbk12.org	07/11/24
March - April 2024	Tracie C. Snow	snowt@fsdbk12.org	05/15/24
January - February 2024	Tracie C. Snow	snowt@fsdbk12.org	03/18/24