

Helpful Links

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LEG 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

September - October 2025

Agency Sponsor

Heather Cleary

RW Task Timeliness

Direct Impact Task Timeliness



Direct Impact Task Timeliness:
Score = 88.09%

- Submitted On Time = 28
- Submitted Late = 16
- Pending Submission = 0

Other Task Timeliness



Other Task Timeliness:
Score = 89.51%

- Submitted On Time = 61
- Submitted Late = 20
- Pending Submission = 0

RW Task Completeness

Direct Impact Task Completeness



Direct Task Completeness:
Score = 80.89%

- Submitted Complete = 30
- Submitted Incomplete = 6
- Completed After Submission = 9

Other Task Completeness



Other Task Completeness:
Score = 80.98%

- Submitted Complete = 38
- Submitted Incomplete = 1
- Completed After Submission = 12

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:

- Unique Filled Role = 7
- Duplicate Filled Role = 12
- Vacant Role = 0

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

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	Processes	574	Prepare Documentation for User Acceptance Testing	06/02/25	01/09/26	75% - Consolidating/Inputting Information for Submission		Submitted addendum 8/28/2025		
Direct	People	573-B	Complete and Submit End User Role Mapping Worksheet.	07/14/25	12/19/25	50% - In Progress				
Direct	Data	587-A	Complete Data Cleansing Based on Mock Conversion 3	08/11/25	11/07/25	100% - Submitted	11/07/25			
Direct	Data	587-B	Complete Data Cleansing Based on Mock Conversion 3 – APC001 Suppliers	08/11/25	10/17/25	100% - Submitted	08/25/25	Updated Agency Supplier Record and marked confidential suppliers are complete as is. Legislature does not have any confidential suppliers.	Submission Complete	
Direct	Data	661	Update Conversion Field Mapping	08/11/25	11/05/25	100% - Submitted	11/05/25		Submission Complete	
Direct	Data	662	Submit Updated Configuration Workbooks	08/11/25	11/05/25	100% - Submitted	11/03/25	Updated GL Workbooks: General Ledger Allocation, Organization	Task Closed - Submission Incomplete	
N/A	N/A	617	Submit Bimonthly Agency Readiness Status Report	08/29/25	09/10/25	100% - Submitted	09/10/25		Submission Complete	09/11/25
Indirect	N/A	664	Submit Monthly Progress Report - Testing	09/02/25	09/30/25	100% - Submitted	09/30/25	PRI002 status was updated by Florida PALM to show that there was an error. Two PRI002 files were submitted by LEG to Florida PALM in July and August. There were no errors on LEG side, the error must be on the Florida PALM side. There is no request or communication from Florida PALM to LEG for action needed.	Submission Complete	
Direct	Data	662-A	Submit Updated Configuration Workbooks - State Program Selection for Budget Allotments	09/15/25	10/29/25	100% - Submitted	09/22/25		Submission Complete	
Indirect	N/A	665	Submit Monthly Progress Report - Testing	10/01/25	10/31/25	100% - Submitted	10/31/25			
N/A	People	666	Share Florida PALM Updates	10/13/25	10/24/25	100% - Submitted	10/21/25			
N/A	N/A	627	Submit Bimonthly Agency Readiness Status Report	11/03/25	11/10/25	100% - Submitted	11/10/25			
Indirect	N/A	667	Submit Monthly Progress Report - Testing	11/03/25	11/25/25					

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.

LEG 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 Sep. - Oct. 2025
Open and Mitigating	10/28/24		Interface	EDR and Auditor General Data needs	Stable	9 (High/High)	PALM must continue to provide EDR and Auditor General the data they need to	Continue to work through issue with partners	High	This will continue to be listed as a risk as this data is vitally important to the Auditor General and EDR

							data they need to support the Legislature			Auditor General and EDR.
Open and Mitigating	08/26/24		Agency Business System	Procurement of a new Travel Management System to be implemented and integrated commensurate with PALM implementation	Stable	3 (Low/High)	Current Legislative travel system vendor will not support PALM. New travel management system must be procured and operational in time for PALM Go-Live on July 1, 2026.	Continue to work through issue with partners	High	Continuing to work toward selection and ultimately implementation of a new travel/expense management system.
Open and Mitigating	08/26/24		Agency Business System	Procurement of a new Asset Management System to be implemented and integrated commensurate with PALM implementation	Stable	3 (Low/High)	Current Asset Management system vendor will not support PALM. New system must be procured and operational in time for PALM Go-Live on July 1, 2026.	Continue to work through issue with partners	Medium	Continuing to work toward selection and ultimately implementation of a new Asset Management System.

LEG Issues										
Status	Date Opened	Date Closed	Priority	Primary Issue Category	Issue Title	Background	Action Plan	Planned or Actual Resolution Date	Reporting Period Comments for Sep. - Oct. 2025	

LEG Assumptions					
Critical Operational Elements	Assumption	Status	Date Logged or Removed	Impacted Stakeholder(s) and/or System(s)	Reporting Period Comments for Sep. - Oct. 2025
People	Will not lose project resources to competing priorities, retirements or other turnover.	Logged	07/01/23	Temporary impact to project	As this is always a concern, it is not as high of a concern with having two LEG employees that are former Florida PALM employees. It will remain as an assumption.

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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LEG Status Report Confirmation			
Reporting Period	Agency Sponsor Name:	Confirmed By:	Confirmation Date:
September - October 2025	Heather Cleary	cleary.heather@leg.state.fl.us	11/10/25
July - August 2025	Heather Cleary	cleary.heather@leg.state.fl.us	09/10/25
May - June 2025	Lee Boatwright	boatwright.lee@leg.state.fl.us	07/07/25
March - April 2025	Lee Boatwright	boatwright.lee@leg.state.fl.us	05/09/25
January - February 2025	Lee Boatwright	boatwright.lee@leg.state.fl.us	03/10/25