

Florida **PALM**

Planning, Accounting, and Ledger Management



INTERFACE AND CONVERSION WORKSHOP

OCTOBER 1, 2020



FloridaPALM
Planning, Accounting, and Ledger Management

Agenda

- ▶ Overview
- ▶ Central Wave Interfaces
- ▶ Central Wave Conversions and Data Cleansing
- ▶ CMS Wave Interface Testing
- ▶ Next Steps



Interface and Conversion Workshop

Overview

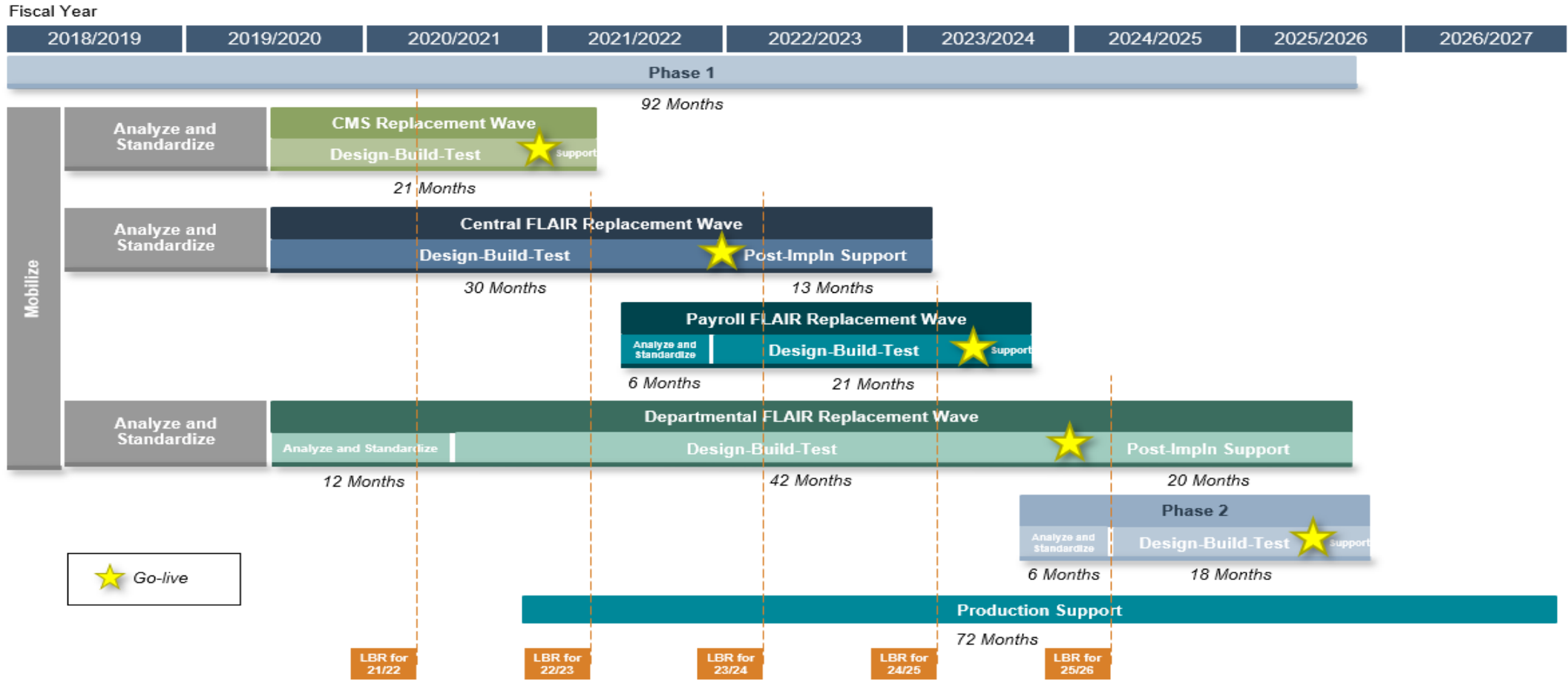
- ▶ Today's session will familiarize agencies with the interface and conversion activities in preparation for the Interface and Conversion Office Hours sessions
- ▶ Relevant Master Readiness Workplan (MRW) Tasks:

Task ID	Task Name
TECH80	Share and Review Conversion Layouts
TECH81	Begin Sharing and Reviewing Interface Layouts
TECH85	Complete and Submit Interface Connection Inventory
TECH87	Participate in Central Wave Interface and Conversion Workshops
TECH88	Share and Review Detailed Interface Testing Information
TECH91	Share and Review Catalog of Interface Offerings
TECH93	Complete Cycle 1 – Interface Connectivity Testing
TECH94	Complete Cycle 2 – Interface Connectivity Testing



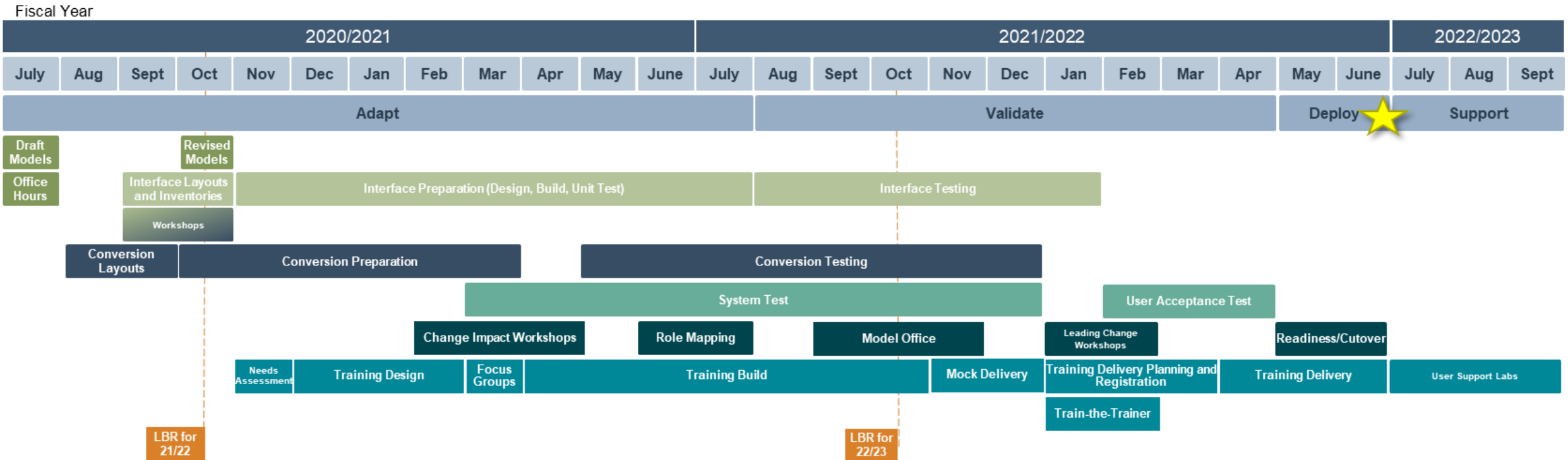
Interface and Conversion Workshop

Overview – Project Timeline



Interface and Conversion Workshop

Overview – Central Wave Timeline



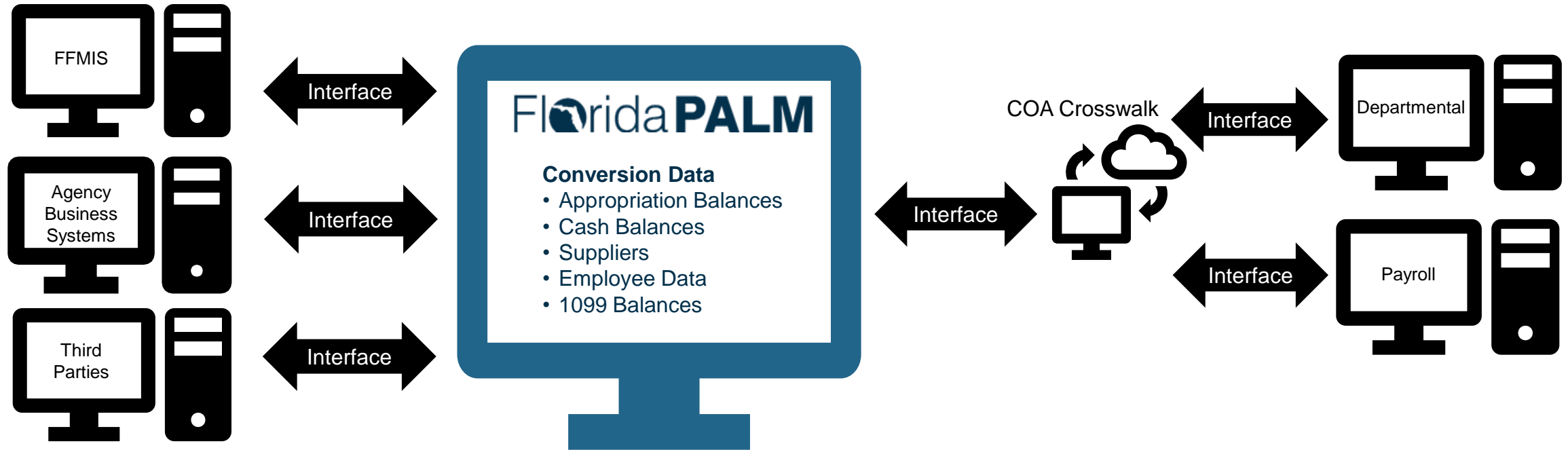
Key:

- Business Processes
- Interfaces
- Conversions
- Configurations
- Testing
- Readiness
- Training
- Go-Live



Interface and Conversion Workshop

Overview



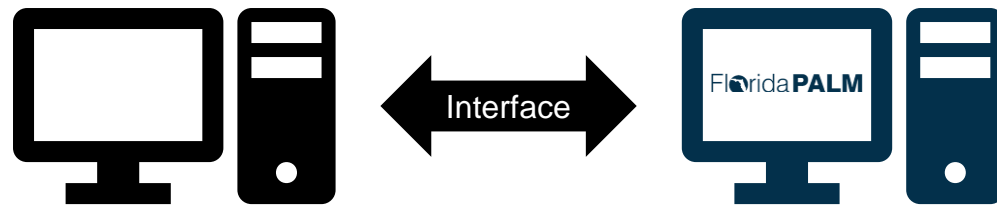
CENTRAL WAVE INTERFACES



Interfaces

Background

- ▶ Interfaces refer to data exchanges between Florida PALM and other systems
- ▶ Shown in Central Wave Business Process Models to highlight data exchanges between systems



Interfaces

Catalog of Interface Offerings

- ▶ The Catalog was provided to agencies on 8/31/2020 as a tool that lists interfaces planned for the Central Wave. (MRW Task TECH91)
- ▶ Agencies should use the Catalog along with the Florida PALM Chart of Accounts and Business Process Models to identify interfaces applicable to your agency and plan for impacts to your business systems for the Central Wave.
- ▶ Agencies should determine the degree to which internal agency work is required and use this information to inform your FY21/22 Legislative Budget Request.



Interfaces

Catalog of Interface Offerings

Home Our Story ▾ Agency ▾ Solution

Home > Solution

The Florida PALM Solution Technology

Florida PALM will operate on Oracle® PeopleSoft 9.2, MyFloridaNet-2. Florida PALM will be web-based with a...

View the [Catalog of Interface Offerings](#). A list of business...

Implementation Wave	Florida PALM Interface ID	Florida PALM Interface Name	Florida PALM Interface Description	Module	
Central Wave	API002	Inbound Voucher Load	Inbound interface containing invoice data from external systems to load regular, single payment, and manual payment vouchers for select agencies.	AP	CW.3 CW.3
Central Wave	API004	Outbound Payment Extract	Outbound interface containing payment information to FFMS and agency business systems, as well as internally and externally managed transparency websites and source data systems, including: State of Florida Transparency Portal, Vendor Payment History, and FACTS.	AP	CW.3
Central Wave	API006	Inbound Payment Cancellation	Inbound interface containing payments for cancellation that were made outside of Florida PALM from select agencies.	AP	CW.3
Central Wave	API010	Outbound Payment Remittance Advice Data	Outbound interface containing payment remittance data provided to external systems.	AP	CW.3
Central Wave	API015	Inbound Supplier Load	Inbound interface containing new and modified suppliers from select agencies.	AP	CW.3
Central Wave	API020	Outbound Supplier Data	Outbound interface containing a list of all added and updated supplier information in Florida PALM for use by DFS, agencies, and source systems.	AP	CW.3
Central Wave	API021	Outbound Authorized Bank Titles	Outbound interface containing valid financial institution routing numbers along...	AP	CW.3 CW.3



SURVEY: WHO HAS REVIEWED THE CATALOG OF INTERFACE OFFERINGS?



Interfaces

Catalog of Interface Offerings

	A	B	C	D	E	F	G
1	FloridaPALM						
2	Planning, Accounting, and Ledger Management						
3							
4	Catalog of Central Interface Offerings						
5	Implementation Wave	Florida PALM Interface ID	Florida PALM Interface Name	Florida PALM Interface Description	Module	Business Process Area	Solution Type
6	Central Wave	API002	Inbound Voucher Load	Inbound interface containing invoice data from external systems to load regular, single payment, and manual payment vouchers for select agencies.	AP	CW.30.3.1 Process Vouchers; CW.30.5.1 Record Manual Payments	End State Solution
7	Central Wave	API004	Outbound Payment Extract	Outbound interface containing payment information to FFMIS and agency business systems, as well as internally and externally managed transparency websites and source data systems, including: State of Florida Transparency Portal, Vendor Payment History, and FACTS.	AP	CW.30.4.1 Process PayCycle	End State Solution
8	Central Wave	API006	Inbound Payment Cancellation	Inbound interface containing payments for cancellation that were made outside of Florida PALM from select agencies.	AP	CW.30.5 Manage Payments	End State Solution
9	Central Wave	API010	Outbound Payment Remittance Advice Data	Outbound interface containing payment remittance data provided to external systems.	AP	CW.30.4.1 Process PayCycle	End State Solution
10	Central Wave	API015	Inbound Supplier Load	Inbound interface containing new and modified suppliers from select agencies.	AP	CW.30.1.2 Import Suppliers	End State Solution
11	Central Wave	API020	Outbound Supplier Data	Outbound interface containing a list of all added and updated supplier information in Florida PALM for use by DFS, agencies, and source systems.	AP	CW.30.1.2 Import Suppliers	End State Solution



Interfaces

Catalog of Interface Offerings

	A	B	C	H	I	J	K	L	M	N
1	Florida PALM									
2	Planning, Accounting, and Ledger Management									
3										
4	Catalog of Central Interface Offerings									
5	Implementation Wave	Florida PALM Interface ID	Florida PALM Interface Name	Layout Type	PALM Inbound/Outbound	Contains COA	Source	Target	Proposed Transmission Type	Data Type
6	Central Wave	API002	Inbound Voucher Load	Standardized	Inbound	Yes	Agency Business Systems	Florida PALM	Flat File, Web Service	Voucher Data
7	Central Wave	API004	Outbound Payment Extract	Standardized	Outbound	Yes	Florida PALM	Agency Business Systems	Flat File, Web Service	Payment Data
8	Central Wave	API006	Inbound Payment Cancellation	Standardized	Inbound	No	Agency Business Systems	Florida PALM	Flat File, Web Service	Payment Data
9	Central Wave	API010	Outbound Payment Remittance Advice Data	Standardized	Outbound	No	Florida PALM	Agency Business Systems	Flat File	Payment Data
10	Central Wave	API015	Inbound Supplier Load	Standardized	Inbound	No	Agency Business Systems	Florida PALM	Flat File	Supplier Data
11	Central Wave	API020	Outbound Supplier Data	Standardized	Outbound	No	Florida PALM	Agency Business Systems	Flat File	Supplier Data



Interfaces

Catalog of Interface Offerings

Implementation Wave	Florida PALM Interface ID	Florida PALM Interface Name	Layout Type	PALM Inbound/Outbound	Contains COA	Source	Target	Proposed Transmission Type	Data Type
Central Wave	API002	Inbound Voucher Load	Standardized	Inbound	Yes	Agency Business	Florida PALM	Flat File, Web	Voucher Data
Centra									ayment Data
Centra									ayment Data
Centra									ayment Data
Centra									upplier Data
Centra									upplier Data

- ▶ Standardized: uses the format provided by Florida PALM
- ▶ Modified Standard: outbound interface layout based on Florida PALM data structure that includes the FLAIR 29-digit account code through the Departmental Wave
- ▶ Legacy (Legacy Like): will be in the same format, wherever possible, as the existing layouts with current systems
- ▶ Spreadsheet: are formatted Excel spreadsheets that allow users to upload data into the Solution



Interfaces

Catalog of Interface Offerings



Catalog of Central Interface Offerings

Implementation Wave	Florida PALM Interface ID	Florida PALM Interface Name	Layout Type	PALM Inbound/Outbound	Contains COA	Source	Target	Proposed Transmission Type	Data Type
Central Wave	API002	Inbound Voucher Load	Standardized	Inbound	Yes	Agency Business Systems	Florida PALM	Flat File, Web Service	Voucher Data

Interface Type	Primary Purpose	Format	Transfer Protocol	Process Method	Frequency
Flat File	High data volume transfers	Fixed or Delimited	SFTP	Batch	Daily, Weekly, Month, Ad-Hoc
Web Service	Intended for lower data volume, real or near real time transfers	XML or JSON	HTTPS	Service (synchronous or asynchronous modes)	Real-time / near real-time
Spreadsheet Upload	Transactions, batched up via file upload by a human operator	Excel	HTTPS	PS Component Interface	Daily, Weekly, Month, Ad-Hoc



Interfaces

Common Interface Requests

Chart of Accounts Information

GLI016	Outbound COA Crosswalk Extract
GLI017	Outbound Combo Code Extract
GLI030	Outbound Account Descriptions
GLI031	Outbound Tree Extract

Direct Payment Loads

API002	Inbound Voucher Load
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Supplier Information

API015	Inbound Supplier Load
API019	Outbound Supplier Crosswalk
API020	Outbound Supplier Data

Voucher and Payment Information

API004	Outbound Payment Extract
API024	Outbound Voucher Status
API031	Outbound Voucher Accounting Detail

Reconciliation

GLI030	Outbound Account Descriptions
GLI033	Outbound Master Balance
GLI035	Outbound Transaction History



Interfaces

Interface and Connection Inventory

- ▶ MRW Task TECH85 requests agencies to complete the Central Interface Connection Inventory due 10/16/2020
- ▶ The Interface and Connection Inventory allows each agency to select the interfaces they plan to utilize for the Central Wave
- ▶ The connection inventory does not include the Spreadsheet Upload Interfaces
- ▶ Some interfaces in the Interface Inventory are only available to certain agencies
- ▶ There are 8 interfaces that are candidates for offering as a web service



Interfaces

Interface Layouts

- ▶ Layouts for Central Wave are provided securely to the agencies.
- ▶ Layouts are published in groupings, and their targeted release dates below.

Group	Number	Publish Date
1	4	8/31/2020
2	11	9/14/2020
3	7	9/25/2020
4	5	10/9/2020
5	4	10/12/2020
Total	31	



Interfaces

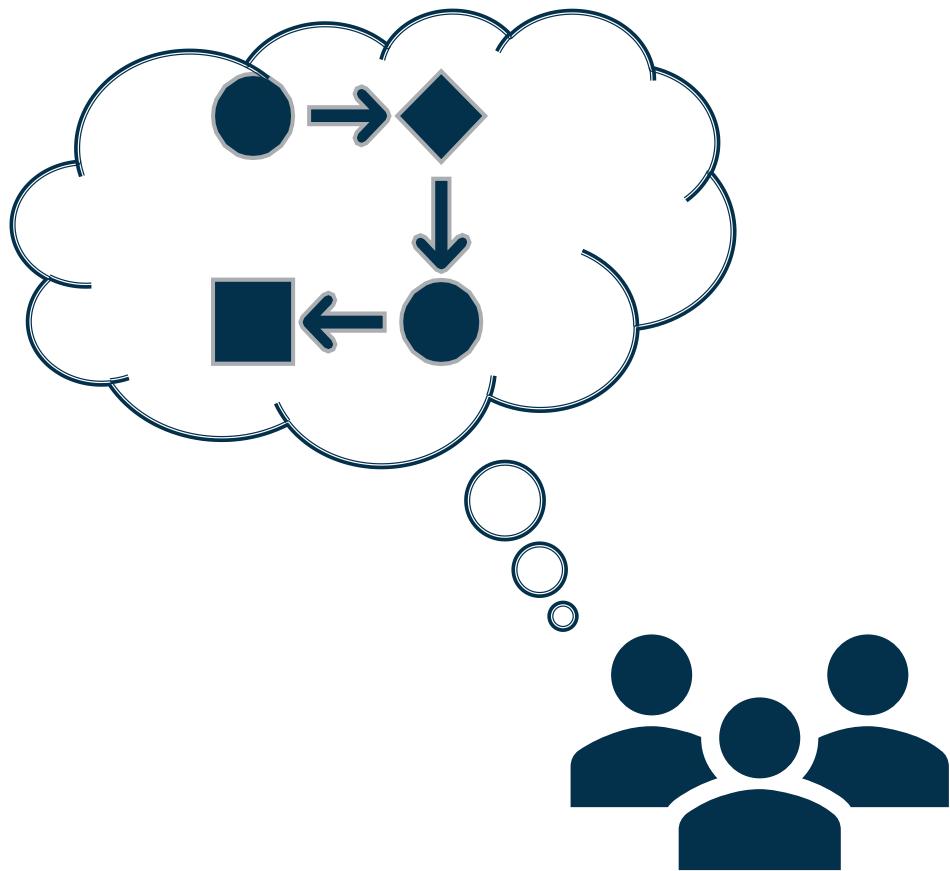
Interface Layouts

- ▶ Layouts contain information for:
 - Version History
 - General Information
 - File Format Legend
 - File Format
 - Sample Data



SURVEY: WHAT INTERFACES WOULD YOU LIKE TO SEE COVERED IN UPCOMING MEETINGS?





CENTRAL WAVE INTERFACE QUESTIONS



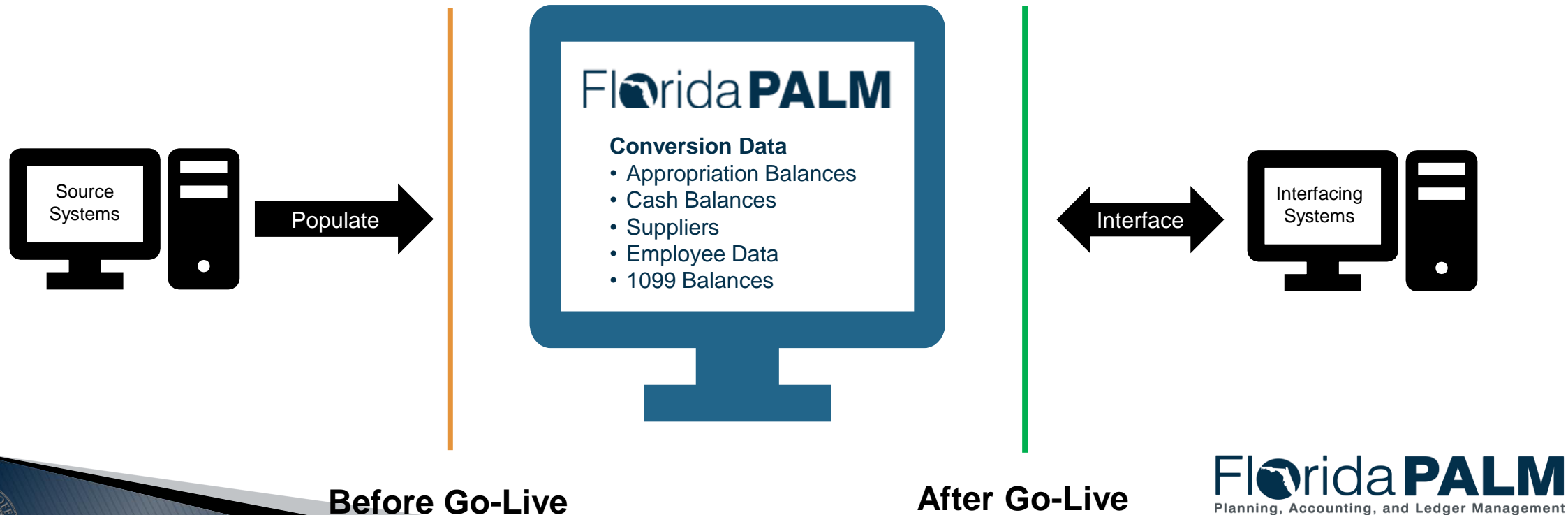
CENTRAL WAVE CONVERSIONS



Conversions

Overview

- ▶ Prior to the Central wave go-live, Converted Data from source systems are required to populate Florida PALM with an initial data set for future transactions.
- ▶ After the Central wave goes live, any data that need to be exchanged between Florida PALM and agency systems will be handled via interfaces.



Conversions

Overview

- ▶ Central Wave conversion consists of 5 items.
- ▶ The project team is working with the data source owners to retrieve that data to populate Florida PALM.



Wave	Conversion	Name	Anticipated Source Systems
Central	APC002	1099 Balances	Central FLAIR
Central	KKC001	Budgets	Central FLAIR
Central	APC001	Suppliers	FLAIR Statewide Vendor File, FLAIR PYRL
Central	APC003	Employee Data	FLAIR Vendor Employee File
Central	GLC001	Ledger	Central FLAIR



Conversions

Data Cleansing

- ▶ Data cleansing is the process of preparing data for analysis, correction and conversion. This is completed through multiple steps that include modifying or removing data that is incorrect or incomplete, removing unnecessary or irrelevant data, and necessary formatting changes for correctness or conversion.
- ▶ The department has created an approach for cleansing data and will be working with agencies.
- ▶ The next section provides details on data cleansing approach, expectations and activities



DATA CLEANSING – DFS





Data Management Strategy

Presented by
The Department of Financial
Services

Objectives

Define Data Management

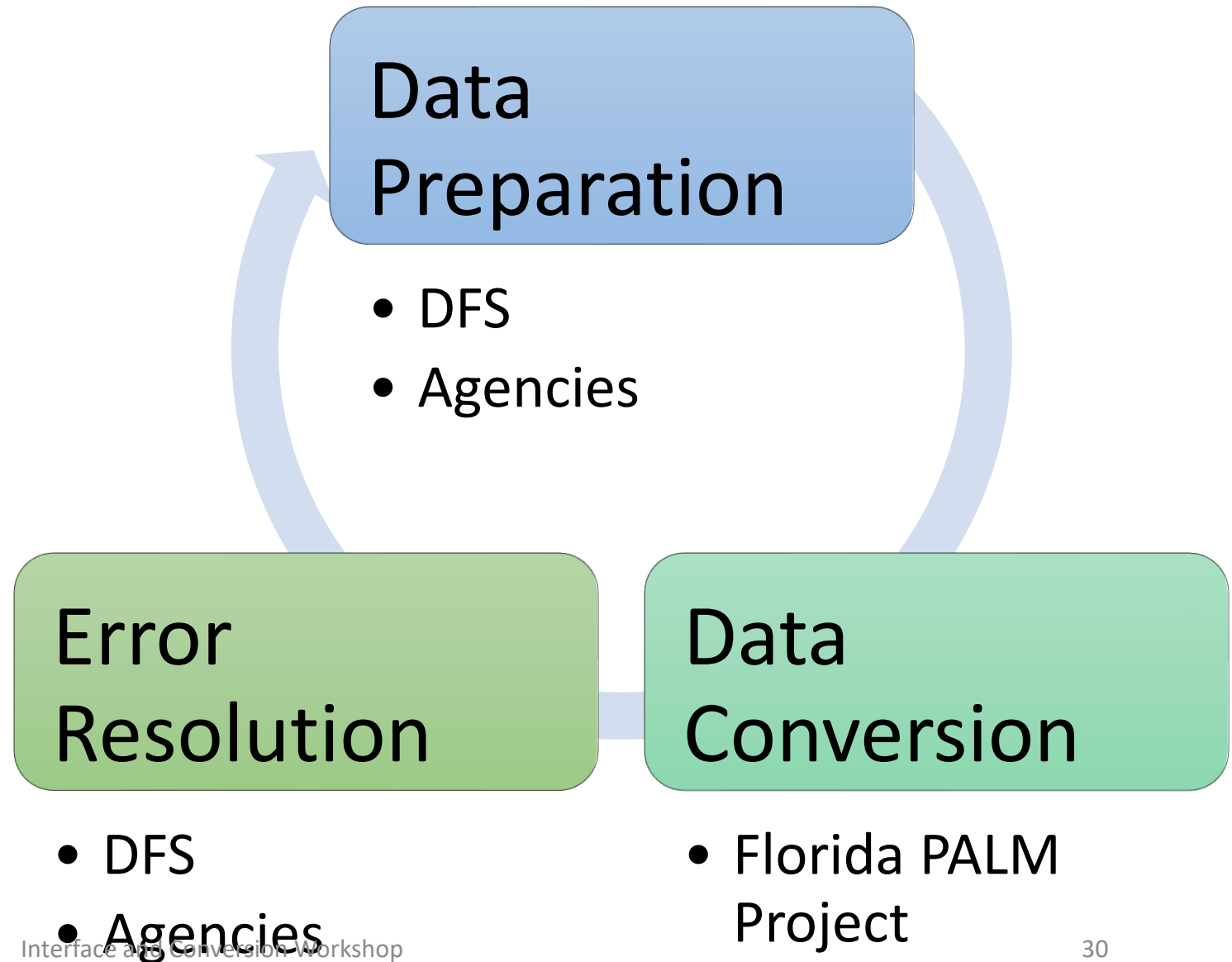
Determine Data Groups for each Wave

Data Management Process

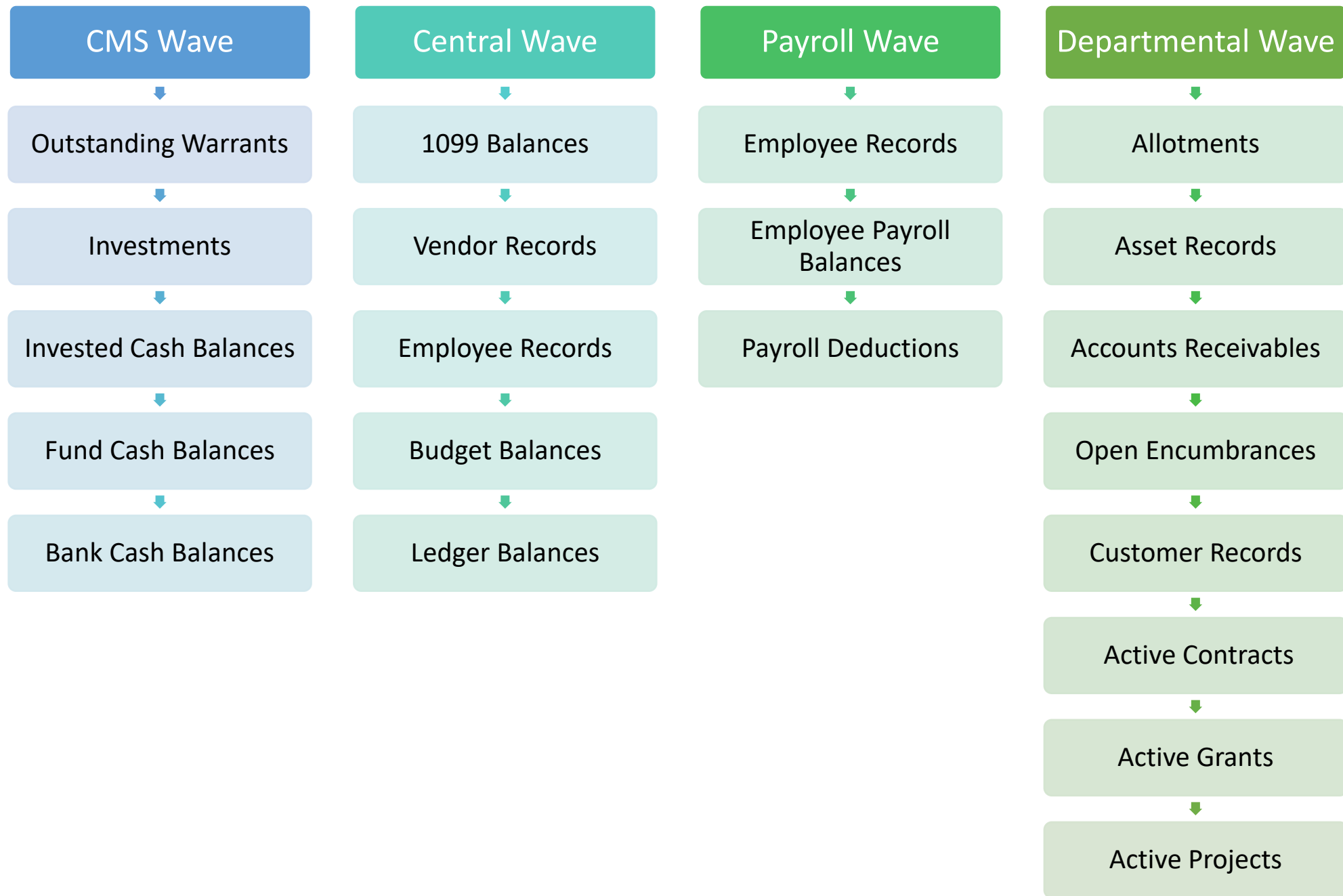
Set Expectations

Timeline

Data Management – Preparation vs. Conversion



Data Groups



Identify
Critical
Elements

Develop
Expectation

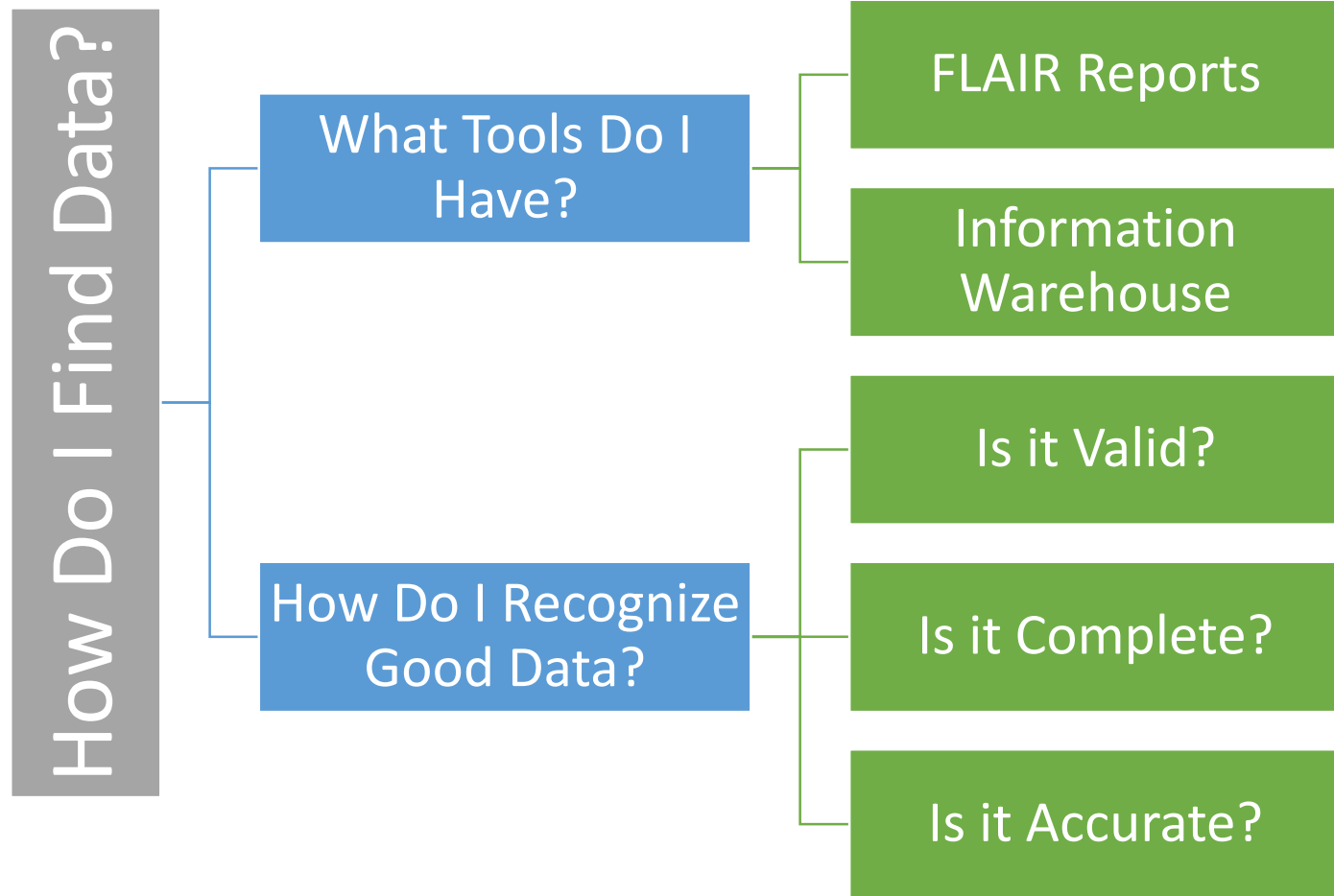
Plan Analysis
and
Corrective
Action

Analyze and
Correct

Communicate

DFS and Agency Data Management Process

How Do I Manage Data?



Agency Expectations

Complete Year-end
Activities

Leverage Existing Purge
Processes

Identify and Manage
Inactive Titles – Grants,
Projects, Contracts

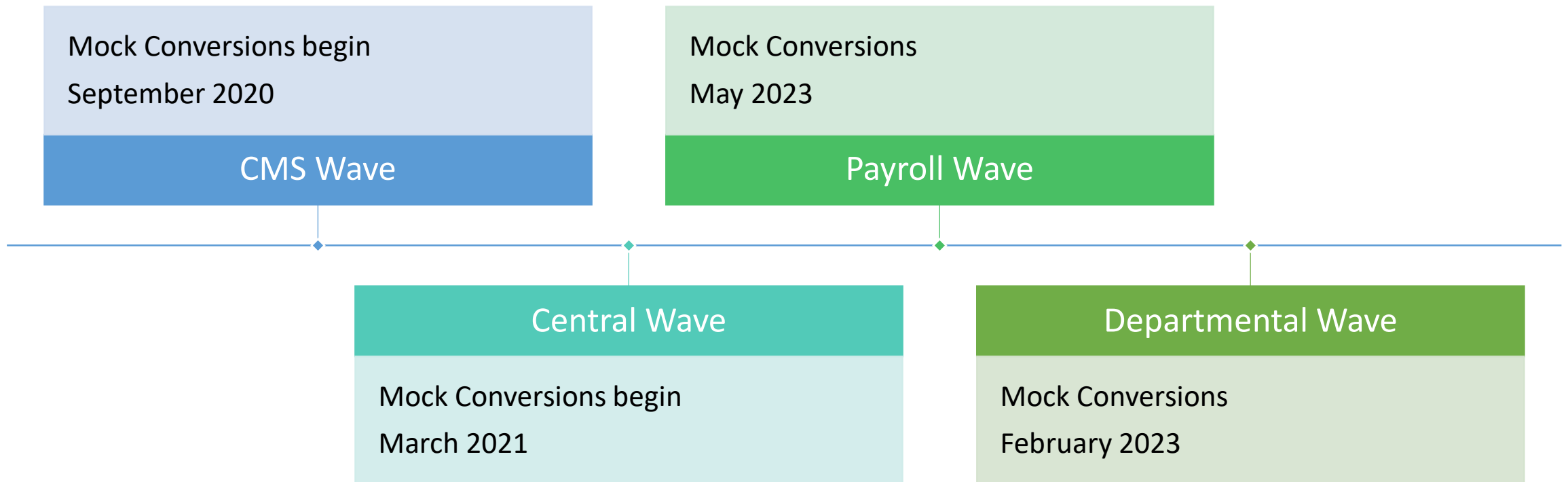
Close/Manage Stale
Accounts – Encumbrances
& Payables

Manage Delinquent &
Uncollectible Accounts
Receivable

Assets

- Complete Inventory
- Manage Surplus, Lost, and Stolen
- Run and Record Depreciation
- Identify Attractive Items

Data Conversion Timeline



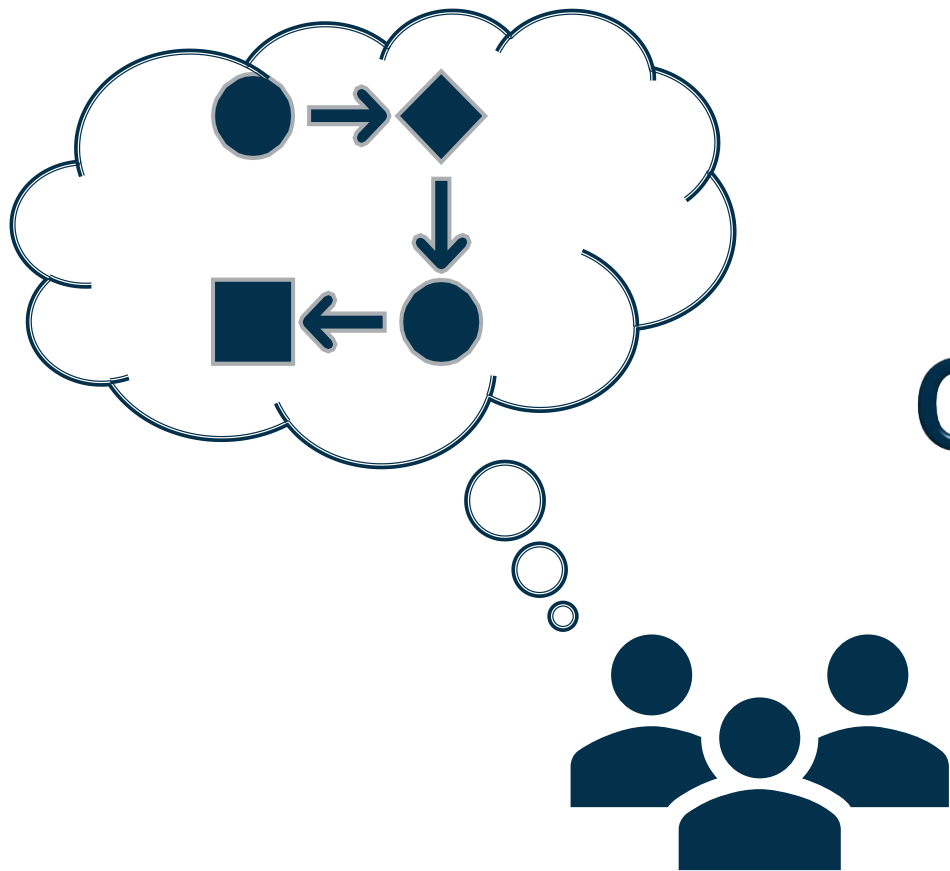
Resources

Florida PALM Project Website

- <https://www.myfloridacfo.com/floridapalm/>
- <https://www.myfloridacfo.com/floridapalm/wp-content/uploads/Conversion-Approach.pdf>

A&A Data Management Project Website:

- <https://myfloridacfo.com/Division/AA/DataManagementProject.htm>



CENTRAL WAVE CONVERSIONS AND DATA CLEANSING QUESTIONS



CMS WAVE INTERFACE TESTING



CMS Wave Interface Testing

Background

- ▶ Interface Testing will test end-to-end business requirements to verify the data exchanges between Florida PALM and other systems (i.e., agency business systems, third party systems)
- ▶ Testing includes transfer and processing of inbound and outbound interfaces specified within the revised CMS Wave Interface Connection Inventory



CMS Wave Interface Testing

Test Cycles Summary

	Timing	Purpose
Cycle 1 Connectivity Testing	<ul style="list-style-type: none"> 11/02/2020 – 12/04/2020 	<ul style="list-style-type: none"> To validate that agencies can access their designated Florida PALM MFT folders and can place and retrieve files in the appropriate MFT folders
Cycle 2 Technical Testing	<ul style="list-style-type: none"> 11/30/2020 – 02/05/2021 	<ul style="list-style-type: none"> To validate that agencies can process Florida PALM outbound files within their internal business systems To validate that Florida PALM can process inbound files from agencies To validate that interface error processing is working properly and agencies can correct errors via interface, where applicable
Cycle 3 Functional Testing	<ul style="list-style-type: none"> 01/25/2021 – 02/26/2021 	<ul style="list-style-type: none"> To validate that Florida PALM works with the files received and can process the data across functional modules within Florida PALM This cycle will be performed by Florida PALM



CMS Wave Interface Testing

Cycle 1 – Connectivity Testing

- ▶ Connectivity testing will be carried out by Florida PALM and agencies by performing identified test scenarios. Test scenarios include the following:
 - Manual test where the sender will create a simple text file for inbound and retrieve a simple text file for outbound. The test file can contain a single row with the words “This is a test file”
 - Automated test that involves business system sending or receiving a test file
- ▶ Test scenarios and detailed schedule for Cycle 1 will be shared in MRW task TECH88

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CMS Wave Interface Testing

Cycle 2 – Technical Testing

- ▶ Technical testing will be carried out by Florida PALM and agencies by performing identified test scenarios ⁴²
- ▶ Test scenarios will consist of multiple steps that represent the end-to-end processing of an interface
- ▶ Test scenarios and detailed schedule for Cycle 2 will be shared in MRW task TECH88

Interface and Integration Summary		PALM Inbound (Outbound)		Test Scenarios Summary			Step #	Step Description	Organization	Organization Type	Pre-requisites
Florida PALM Inbound	Florida PALM Interface Name	PALM Inbound (Outbound)	Test Scenario ID	Test Scenario Name	Test Scenario Description	Step #	Step Description	Organization	Organization Type	Pre-requisites	
AP107	Inbound Central FLAIR Issued Warrants and Cancellations	Inbound	INT-AP107-C2-SC-01	DFS-FLAIR - Inbound Central FLAIR Issued Warrants and Cancellations	Load cancelled Central FLAIR payments	1	Generate Cancellation File	DFS-FLAIR	FLAIR	Cycle 1 testing should be completed	
AP107	Inbound Central FLAIR Issued Warrants and Cancellations	Inbound	INT-AP107-C2-SC-01	DFS-FLAIR - Inbound Central FLAIR Issued Warrants and Cancellations	Load cancelled Central FLAIR payments	2	Load Inbound Central FLAIR Cancellation	DFS-FLAIR	FLAIR	Cycle 1 testing should be completed	
AP107	Inbound Central FLAIR Issued Warrants and Cancellations	Inbound	INT-AP107-C2-SC-01	DFS-FLAIR - Inbound Central FLAIR Issued Warrants and Cancellations	Load cancelled Central FLAIR payments	3	Process Payment Cancellations	DFS-FLAIR	FLAIR	Cycle 1 testing should be completed	
AP107	Inbound Central FLAIR Issued Warrants and Cancellations	Inbound	INT-AP107-C2-SC-01	DFS-FLAIR - Inbound Central FLAIR Issued Warrants and Cancellations	Load cancelled Central FLAIR payments	5	Run Voucher Post to Reverse Accounting Entries	DFS-FLAIR	FLAIR	Cycle 1 testing should be completed	
AP107	Inbound Central FLAIR Issued Warrants and Cancellations	Inbound	INT-AP107-C2-SC-02	DFS-FLAIR - Inbound Central FLAIR Issued Warrants and Cancellations	Load issued Central FLAIR payments without error	1	Generate Warrant Issue	DFS-FLAIR	FLAIR	Cycle 1 testing should be completed	
AP107	Inbound Central FLAIR Issued Warrants and Cancellations	Inbound	INT-AP107-C2-SC-02	DFS-FLAIR - Inbound Central FLAIR Issued Warrants and Cancellations	Load issued Central FLAIR payments without error	2	Load Inbound Central FLAIR Issued Warrants	DFS-FLAIR	FLAIR	Cycle 1 testing should be completed	
AP107	Inbound Central FLAIR Issued Warrants and Cancellations	Inbound	INT-AP107-C2-SC-02	DFS-FLAIR - Inbound Central FLAIR Issued Warrants and Cancellations	Load issued Central FLAIR payments without error	3	Run Voucher Build Process	DFS-FLAIR	FLAIR	Cycle 1 testing should be completed	
AP107	Inbound Central FLAIR Issued Warrants and Cancellations	Inbound	INT-AP107-C2-SC-02	DFS-FLAIR - Inbound Central FLAIR Issued Warrants and Cancellations	Load issued Central FLAIR payments without error	4	Process Manual Payment Voucher	DFS-FLAIR	FLAIR	Cycle 1 testing should be completed	
AP107	Inbound Central FLAIR Issued Warrants and Cancellations	Inbound	INT-AP107-C2-SC-02	DFS-FLAIR - Inbound Central FLAIR Issued Warrants and Cancellations	Load issued Central FLAIR payments without error	5	Run Voucher Post	DFS-FLAIR	FLAIR	Cycle 1 testing should be completed	
AP107	Inbound Central FLAIR Issued Warrants and Cancellations	Inbound	INT-AP107-C2-SC-03	DFS-FLAIR - Inbound Central FLAIR Issued Warrants and Cancellations	Load issued Central FLAIR payments with error	1	Generate Warrant Issue with invalid data	DFS-FLAIR	FLAIR	Cycle 1 testing should be completed	
AP107	Inbound Central FLAIR Issued Warrants and Cancellations	Inbound	INT-AP107-C2-SC-03	DFS-FLAIR - Inbound Central FLAIR Issued Warrants and Cancellations	Load issued Central FLAIR payments with error	2	Load Inbound Central FLAIR Issued Warrants	DFS-FLAIR	FLAIR	Cycle 1 testing should be completed	
AP107	Inbound Central FLAIR Issued Warrants and Cancellations	Inbound	INT-AP107-C2-SC-03	DFS-FLAIR - Inbound Central FLAIR Issued Warrants and Cancellations	Load issued Central FLAIR payments with error	3	Run Voucher Build Process	DFS-FLAIR	FLAIR	Cycle 1 testing should be completed	

Scenario 1 – Process inbound deposit data

Scenario 2 – Load cancelled Central FLAIR payments

Scenario 3 – Outbound Central FLAIR Reconciled Payments

Step #	Description	Test Executor
1	Generate Deposit interface files	DOR
2	Import and Create Direct Journal Deposits	Florida PALM
3	Run Ledger Update	Florida PALM
4	Load DOR Deposit Data	Florida PALM
		Reports
1	Generate Cancellation File	DFS-FLAIR
2	Load Inbound Central FLAIR Cancellation	Florida PALM
3	Process Payment Cancellations	Florida PALM
4	Run Payment Post to Reverse Accounting Entries	Florida PALM
5	Run Voucher Post to Reverse Accounting Entries	Florida PALM

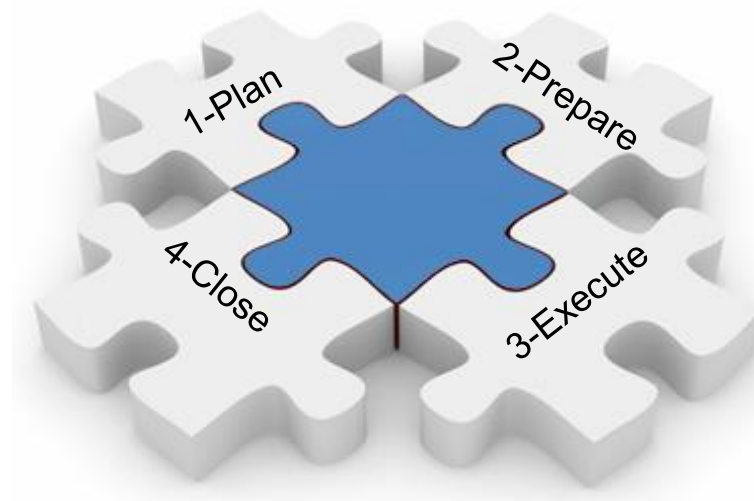
Step #	Description	Test Executor
1	Process Automatic Reconciliation	Florida PALM
2	Update Reconciled Payment Data	DFS-FLAIR



CMS Wave Interface Testing

Agency Engagement

- ▶ Florida PALM will engage with agencies through the CCN and using established channels of communication and collaborative activities



1 - Test Planning

- ▶ ✓ MRW task TECH75 – Share and Review Testing Approach and Prepare for Interface Testing

4 - Test Close-out

- ▶ Confirm completion of Cycle 1 – Connectivity Testing
- ▶ Confirm completion of Cycle 2 – Technical Testing

3 - Test Execution

- ▶ MRW task TECH93 – Complete Cycle 1 – Interface Connectivity Testing
- ▶ MRW task TECH94 – Complete Cycle 2 – Technical Interface Testing

2 - Test Preparation

- ▶ ✓ MRW task TECH74 – Complete Interface Design, Build, and Unit Test Activities
- ▶ ✓ MRW task TECH78 – Provide Public IP Addresses for Interface Testing
- ▶ ✓ MRW task TECH79 – Share and Review Approach for Receiving Managed File Transfer Credentials
- ▶ ✓ MRW task TECH83 – Review Managed File Transfer Credentials
- ▶ MRW task TECH88 - Share and Review Detailed Interface Testing Information (i.e., test scenarios, test schedule)
- ▶ Attend kickoff meeting (this workshop)

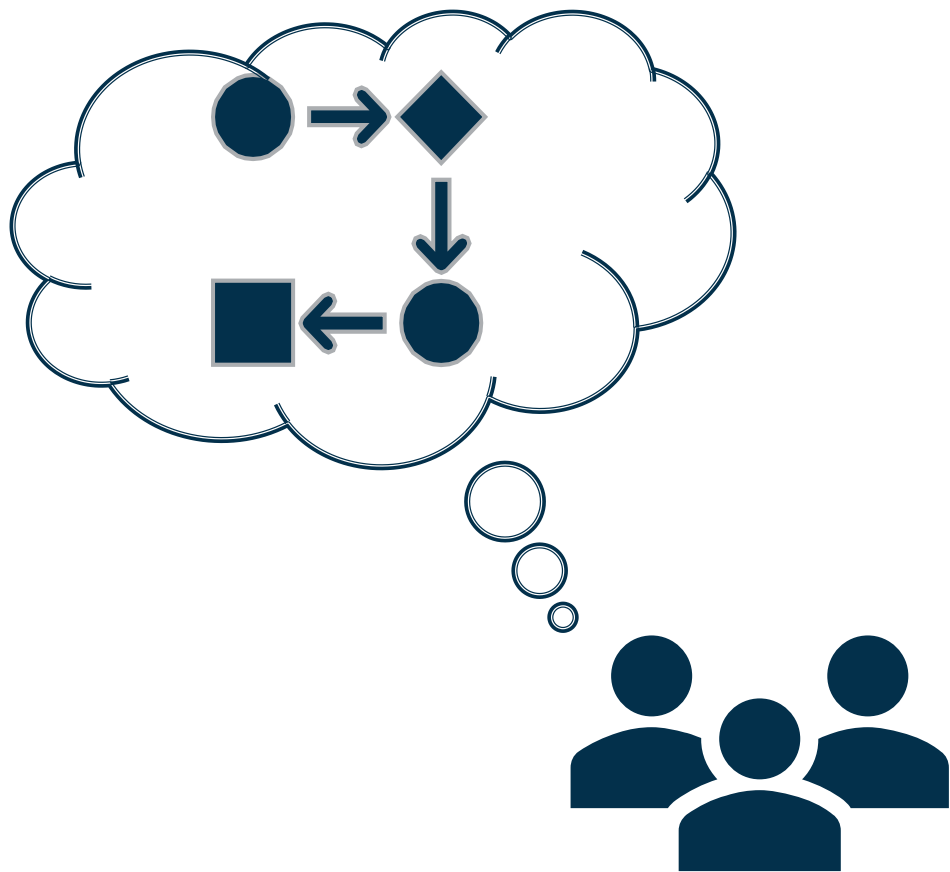


CMS Wave Interface Testing

SIR Tracking and Management

- ▶ SIR is a System Investigation Request. Florida PALM will track and manage defects and discrepancies found during Interface Testing via SIRs
- ▶ Readiness Coordinators will do the following:
 - Act as liaisons for SIRs that require input or resolution from agencies
 - Establish meetings and working sessions with agencies to review, investigate and resolve interface SIRs, if needed





CMS WAVE INTERFACE TESTING QUESTIONS



NEXT STEPS



Next Steps

Office Hours

- ▶ Office Hours are planned between November 9th – 18th, 2020
- ▶ Office Hours are to provide a detailed discussion about interface layouts and conversions.
- ▶ First week will be structured topics
 - Provide basic layout standards
 - A few Central interfaces will be selected to review in depth
 - Possible conversion topics
- ▶ Second week will be for Q&A
 - Structured by Business Process Area
- ▶ Additional Office Hours will be planned for late January/early February and March 2021



Embrace the Journey

FloridaPALM
Planning, Accounting, and Ledger Management

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