

# Have you heard?

## UPCOMING ACTIVITIES

### Validate Interface Layouts and Inventories

March – April 2020

### Review CMS Wave Business Process Models

March – April 2020

### Collect CMS Process and Procedure Materials

April - May 2020

### Participate in Change Impact Workshops

June – August 2020

### Participate in Training Focus Groups

June – July 2020

### Support Security Design

May – June 2020

## Contact

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## 2021 IMPLEMENTATION OVERVIEW

All agencies will transition to Florida PALM in July 2021 for functions currently conducted using Treasury cash management systems (CMS). In addition, all agencies will begin preparing for the Central Wave and Departmental Wave implementations which will replace Central and Departmental FLAIR functionality in July 2022 and July 2024, respectively.

## HOW WILL THIS AFFECT AGENCIES?

In the transition to Florida PALM, CMS users will see changes in various cash management activities, which include:

- Requests for new bank accounts and supplies;
- Viewing deposit reports;
- Viewing CRA bank statements;
- Investing/disinvesting cash; and
- Viewing investment reports.

The Florida PALM Team is working with agencies on activities for multiple implementation waves (e.g., reviewing interface layouts for CMS, Central, and Departmental FLAIR Waves).

## HOW DO AGENCIES PREPARE?

Agencies will be asked to participate in readiness tasks which may include:

### Prepare People:

- Engage with your Change Champion Network to measure readiness.
- Communicate regularly about your agency's transition.
- Participate in training activities.

### Align Processes:

- Review and identify implications of the new business processes.
- Evaluate current desktop procedures and operational processes for updates resulting from Florida PALM.
- Review and enable agency authentication and authorization processes that will provide agency staff access to Florida PALM.
- Determine if resources are needed and submit appropriate Legislative Budget Request(s).

### Enable Technology:

- Design, build, and test identified interfaces.
- Provide current report data.
- Identify Chart of Account impacts to agency's business systems, operating processes, and interfaces.
- Confirm agency's network capacity and compatibility to operate successfully with Florida PALM.
- Retire business system(s).