Florida PALM
Planning, Accounting, and Ledger Management

Shape Key

Start | End | Report | Acct. Event | On Page | Off Page | Process Activity | Manual System Activity (Enter Name) | Automated System Activity (Enter Name) | Decision or Process Branch | Florida PALM Manual Activity | Florida PALM System Activity | Database | Interface File

20.1 Enter and Process Budget Journals
20.1.1 Enterprise Post Appropriations

Commitment Control Module

EOG/OPB

Start
1 Develop/Publish Appropriations Data Files (LAS/PBS)
2 Notify DFS of Appropriations Data Files Transfer
3 Inbound Appropriations Budget Journal (KKI001)
20 Receive Successful Appropriations Load Notification
End

DFS KK Budget Maintainer

Start
4 Open New Budget Period
5 Confirm New Budget Period Budgetary ChartFields
6 Load Inbound Appropriations Data Files
7 Evaluate Inbound Appropriations Data Files
R1
File Rejected?
Yes
120.1 Interface Error Handling Process
No
Were Budget Journals Created Successfully?
Yes
KK 01
14 Post Budget Journals
R1
Budget Exceptions?
No
15 Verify Appropriations Load
R1
19 Notify of Successful Appropriations Load
Yes
16 Manage Budget Exceptions
R2
No
8 Research & Analyze Errors
9 Determine Resolution & Responsibility
Create Online Budget Journals?
Yes
10 Create/Submit Manual Budget Journals (KKW001)
11 Review/Approve Manual Budget Journals (KKW001)
No
12 Inbound Budget Journal Spreadsheet Upload (KKI012)
File Rejected?
Yes
120.1 Interface Error Handling Process
No
13 Execute Budget Load/ Import Process
17 Outbound Transparency Interfaces (KKI015), (KKI016), (KKI017)
18 Outbound Budget Extract (KKI009)

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Shape Key

Start | End | Report | Acct. Event | On Page | Off Page | Process Activity | Manual System Activity – Enter Name | Automated System Activity – Enter Name | Decision or Process Branch | Florida PALM Manual Activity | Florida PALM System Activity | Database | Interface File

20.1 Enter and Process Budget Journals
20.1.2 Manage Agency Allotments

Commitment Control Module

Agency KK Budget Maintainer

Agency KK Budget Processor

Start

1 Review Current Year Agency Appropriations
R1 R3

2 Create Allotment Request (New/ Adjustment)
R5 R6 R7

Create or Modify Manual Allotment Budget Journals?

Yes

3 Create/Edit Manual Allotment Budget Journals

4 Run Edit Check

Edit Check Errors Identified?

No

Manual/ Spreadsheet?

Manual

12 Submit Manual Allotment Budget Journals for Approval (KKW001)

A

Approve

13 Approve, Edit or Reject Manual Allotment Budget Journals (KKW001)

Reject

Yes

11 Update ChartField Values on Transaction Line

Spreadsheet

Create or Modify Spreadsheet Upload Allotment Budget Journals?

Yes

5 Inbound Budget Journal Spreadsheet Upload (KKI012)

No

7 Create or Modify Interface Allotment Budget Journals

8 Inbound Allotments Budget Journal (KKI001)

File Rejected?

Yes

120.1 Interface Error Handling Process

No

6 Execute Allotment Load/Import Process

No

9 Load Inbound Allotments Data File

10 Evaluate Inbound Allotments Data File
R1

Were Allotment Budget Journals Created Successfully?

No

Yes

B

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Shape Key

Start | End | Report | Acct. Event | On Page | Off Page | Process Activity | Manual System Activity – Enter Name | Automated System Activity – Enter Name | Decision or Process Branch | Florida PALM Manual Activity | Florida PALM System Activity | Database | Interface File

Commitment Control Module

Agency KK Budget Maintainer

A

B

Agency KK Budget Processor

14 Run Budget Check

Budget Exceptions?

No

Yes

15 Post Budget Journals

KK 02

R1

16 Manage Budget Exceptions

R2

17 Verify Allotments Posted

R3

18 Notify Agency Programs of Successful Allotments Posted

End

19 Outbound Budget Extract (KKI009)

End

Florida PALM
Planning, Accounting, and Ledger Management

Shape Key

Start | Report | On Page | Process Activity | Manual System Activity (Enter Name) | Automated System Activity (Enter Name) | Decision or Process Branch | Florida PALM Manual Activity | Florida PALM System Activity | Database | Interface File

End | Acct. Event | Off Page

20.1 Enter and Process Budget Journals
20.1.3 Enterprise Budget Ledger Reconciliation

Commitment Control Module

EOG/OPB

Start

1 Develop/Publish Appropriations Budget Ledger Reconciliation Daily File
LAS/PBS

2 Inbound Appropriations Budget Ledger Reconciliation (KKI002)

8 Review Budget Transaction & Request Reconciliation Process
LAS/PBS
R4

7 Record Correcting LAS/PBS Transactions
LAS/PBS

LAS/PBS

DFS KK Budget Processor

120.1 Interface Error Handling Process

Yes

File Rejected?

No

3 Load Inbound Appropriations Budget Ledger Reconciliation Daily File

4 Evaluate Inbound Appropriations Budget Ledger Reconciliation Daily File

5 Run Appropriations Budget Ledger Balances Reconciliation Process
R4

Are Budget Ledgers Balanced?

Yes

End

No

6 Research & Identify Reconciling Items
R4

Correcting Transactions?

PALM

9 Create/Edit Manual Correcting Budget Journals

A

B

Shape Key

Start | End | Report | Acct. Event | On Page | Off Page | Process Activity | Manual System Activity (Enter Name) | Automated System Activity (Enter Name) | Decision or Process Branch | Florida PALM Manual Activity | Florida PALM System Activity | Database | Interface File

Commitment Control Module

DFS KK Budget Processor

A

10 Run Edit Check

Edit Check Errors Identified?

No

11 Submit Manual Correcting Budget Journals for Approval (KKW001)

Yes

12 Update ChartField Values on Transaction Line

B

14 Run Budget Check

Budget Exceptions?

No

15 Post Budget Journals

KK 03

R1

17 Verify Budget Journals Posted

R4

End

Yes

16 Manage Budget Exceptions

R2

Approve

DFS KK Budget Maintainer

13 Approve, Edit or Reject Manual Correcting Budget Journals (KKW001)

Reject

Shape Key

Start | End | Report | Acct. Event | On Page | Off Page | Process Activity | Manual System Activity (Enter Name) | Automated System Activity (Enter Name) | Decision or Process Branch | Florida PALM Manual Activity | Florida PALM System Activity | Database | Interface File

Commitment Control Module

Agency KK Budget Maintainer

A

Approve

13
Approve, Edit or Reject Manual Revenue Estimates Budget Journals (KKW001)

Reject

12
Submit Manual Revenue Estimates Budget Journals for Approval (KKW001)

Manual

Manual/ Spreadsheet?

No

Edit Check Errors Identified?

Yes

4
Run Edit Check

3
Create/Edit Manual Revenue Estimates Budget Journals

Yes

Create or Modify Manual Revenue Estimates Budget Journals?

2
Create Revenue Estimates Request (New/Adjustment)

R5 R6 R7

1
Review Prior Year Revenue Collected

R3

Start

Agency KK Budget Processor

11
Update ChartField Values on Transaction Line

No

Spreadsheet

B

Were Allotment Budget Journals Created Successfully?

Yes

10
Evaluate Inbound Allotments Data File

R1

9
Load Inbound Revenue Estimates Data File

No

6
Execute Revenue Estimates Load/Import Process

No

File Rejected?

Yes

120.1
Interface Error Handling Process

Yes

Create or Modify Spreadsheet Upload Revenue Estimates Budget Journals?

5
Inbound Budget Journal Spreadsheet Upload (KKI012)

Yes

No

7
Create or Modify Interface Revenue Estimates Budget Journals

8
Inbound Revenue Estimates Budget Journal (KKI001)

Florida PALM
Planning, Accounting, and Ledger Management

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Start | End | Report | Acct. Event | On Page | Off Page | Process Activity | Manual System Activity (Enter Name) | Automated System Activity (Enter Name) | Decision or Process Branch | Florida PALM Manual Activity | Florida PALM System Activity | Database | Interface File

20.1 Enter and Process Budget Journals
20.1.4 Agency Estimated Revenue

Commitment Control Module

Agency KK Budget Maintainer

A

Agency KK Budget Processor

14 Run Budget Check

Budget Exceptions?

No

15 Post Budget Journals

KK 04

R1

Yes

16 Manage Budget Exceptions

R2

17 Verify Revenue Estimates Posted

18 Notify Agency Programs of Successful Revenue Estimates Posted

End

R8

19 Outbound Budget Extract (KKI009)

End

B