GRANT STRUCTURE IN FLORIDA PALM

JANUARY 17, 2024

Florida PALM is Different from FLAIR

▸ Florida PALM

◦ Includes security to ensure that all grants are established in FACTS.

◦ One system with one main General Ledger

- No departmental vs central

◦ Structured around Accounting Periods and Budget Periods

- Monthly and Year End Closing of periods

◦ Adjustments should occur within the fiscal year in which the error occurred

◦ No concept of Prior Period adjustments

◦ Commitments are not the same as Obligations.

Commitment vs Obligation

▶ Commitment – budgetary and accounting action taken to reserve allotted funds (i.e. encumbrances) that may not exceed the appropriations made by law for the fiscal year in which the funds are committed.

- ◦ *Example:* I am committing $10,000 of my current budget to pay for office supplies. These commitments are represented by **Encumbrances**.

▶ Obligation – the amounts of orders placed, contracts awarded or other similar transaction during an accounting period that will require payment during the same or future period.

- ◦ *Example:* I am obligated to paying $20,000 over the next three years to Office Depot. These obligations are represented by **Purchase Orders or Formal Contracts**.

Two Paths

Grant
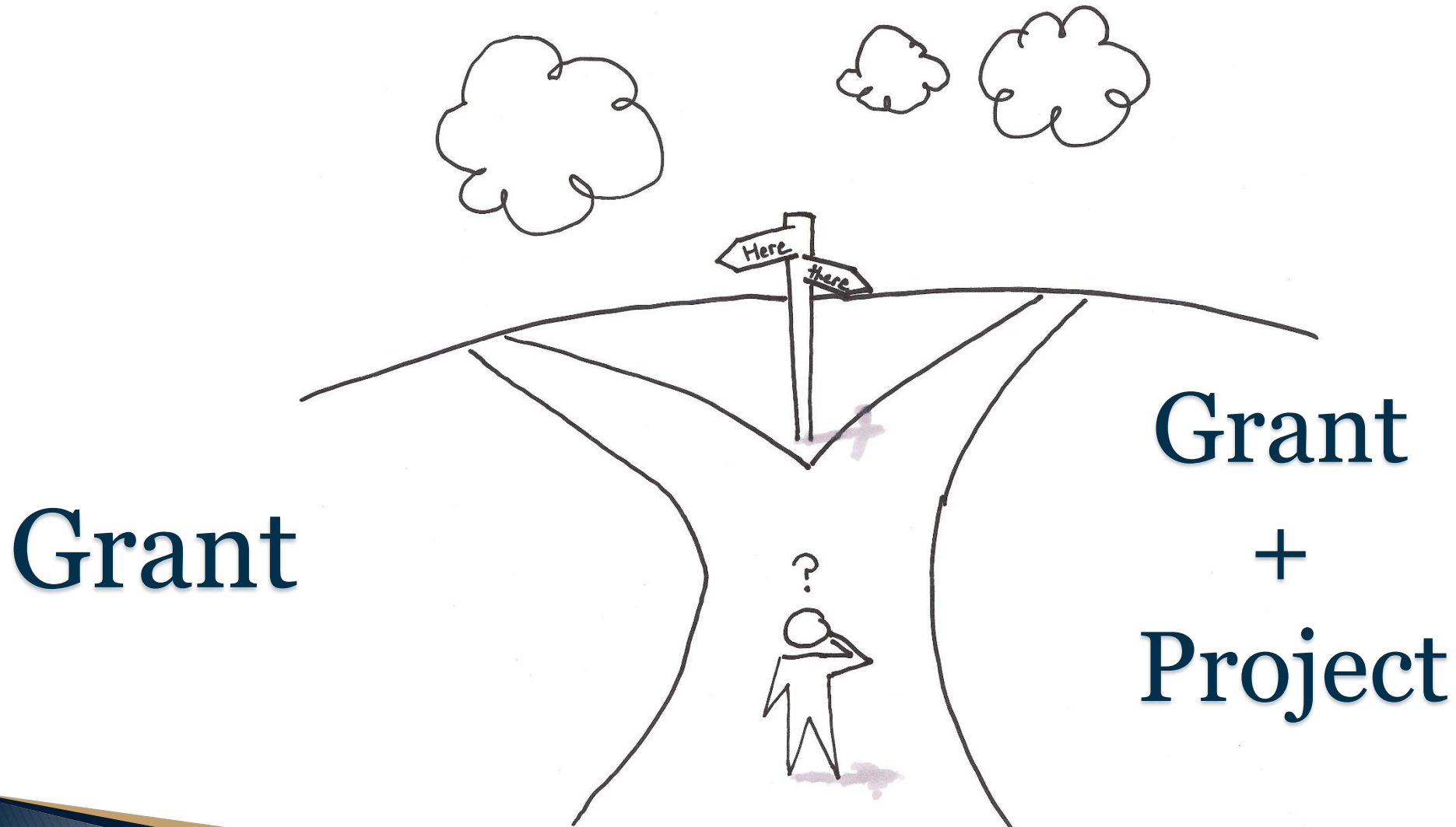
Grant
+
Project

One Destination

Success

- Support Grant Objectives
- Tracking Grant Financial Performance
- Accurate Grant Reporting
- Successful Internal and External Audits

Grant

▶ Pros

◦ Use of a single field

▶ Cons

◦ Additional COA fields would need to be utilized for detailed tracking.

◦ Requires diligent financial oversight and monitoring

◦ Potential impact to Grant Module implementation
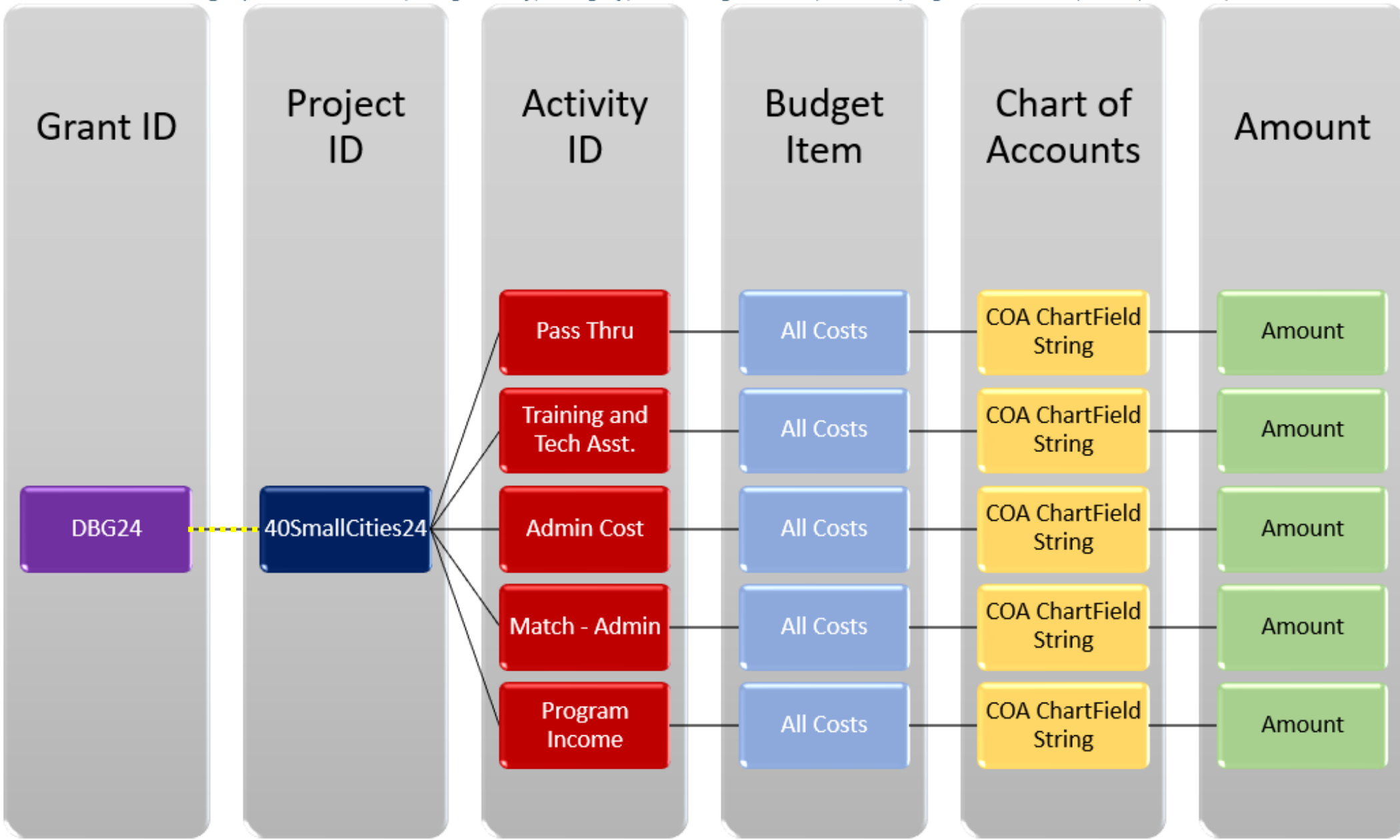
Grant + Project

▸ Pros
- Granular Tracking
- Flexible Reporting
- Flexible correction
- Free up OA1 and OA2 for other types of tracking
- Prepared for future functionality implementation
- Utilizing reporting and analysis available within the Project Costing module

▸ Cons
- Initial Implementation
- Grant and Project relationship maintained outside of the system

Project Level Details

Project

Data Element	FLAIR field
Project ID	Project ID
Project Type 🔍	
Title	Short Title
Description	Long Title
Long Description	
Start Date	Start Date
End Date	End Date
Project Status 🔍	
Location 🔍	Location Code
Additional Fields	
3 Open Text fields	
3 Amount fields	
2 Date fields	

Activity Level Details

Activity

Data Element	FLAIR field
Activity ID	
Activity Type 🔍	
Description	
Long Description	
Start Date	
End Date	
Activity Status 🔍	
Location 🔍	
Additional Fields	
5 Open Text fields	
3 Amount fields	
2 Date fields	

Transaction Level Details

PC Chartfields

Data Element	FLAIR field
PC Source Type 🔍	
PC Category 🔍	
PC Subcategory 🔍	

Additional Information

REPORTING

Reporting

▶ Grant

- ◦ Summary information from the GL
- ◦ Granular reports run from each module
- ◦ May use any report where the parameters include COA Chartfields

▶ Grant + Project

- ◦ Summary information from the GL
- ◦ May use any report where the parameters include COA Chartfields
- ◦ Granular reports run from Project Costing module
- ◦ Online analysis tools and WorkCenter
- ◦ Online Drilldown ability to source module
- ◦ Reporting can include additional Project or Activity details not captured within the submodules

Budget vs. Actual

Project	**BCPBR**	Project Description	BCP - Branch offices
Charging Level	Costing Level 1		
Budget Plan ID	1	Plan Description	Baseline Cost
Budget Type	Cost Budget	Start Date	09/01/2005
		Calendar	Monthly Periods Calendar 1/1

Amounts

Budget Amount	400,000.00	Actual Amount	0.00	Currency	USD
Remaining Amount	400,000.00	● Status	Low		

Budget vs. Actual

Project BCPBR		**Project Description** BCP - Branch offices	
Charging Level Costing Level 1			
Budget Plan ID 1		**Plan Description** Baseline Cost	
Budget Type Cost Budget		**Start Date** 09/01/2005	
		Calendar Monthly Periods Calendar 1/1	

Amounts

Budget Amount 400,000.00	**Actual Amount** 0.00	**Currency** USD
Remaining Amount 400,000.00	● **Status** Low	

## Select Activity | Activity Details

BCP - Branch offices

Planning

Construction

Implementation

Activity 000000000000005

Description Construction

Budget Amount 280,000.00   **Actual Amount** 0.00

Remaining Amount 280,000.00   ●   **Status** Low

Items   Personalize | Find | View All | 🔲 | 🔳   First ◀ 1-2 of 3 ▶ Last

Budget Item	Budget Amount	Actual Amount	Detail
EQUIP	84,000.00	0.00	📑
LABOR	168,000.00	0.00	📑

ADJUSTMENTS AND CORRECTIONS

WHAT CAN I CORRECT AND WHEN?
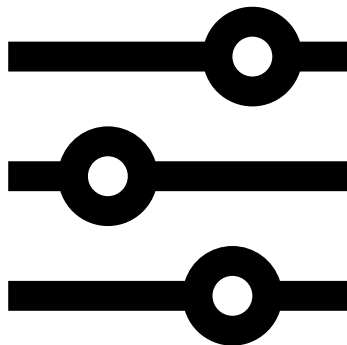
Grant Chartfield

- ▸ Adjustments and Corrections must be completed within the fiscal year in which the error occurs
- ▸ Increased monitoring efforts
- ▸ Redistributions would need to occur prior fiscal year close

Grant + Project Chartfields

▸ Correction to the Grant value or Project value would need to occur within the same fiscal year in which the error occurred

▸ Project specific values can be corrected within the Project Costing module

▸ Project transaction amounts can be distributed within the same project within the Project Costing module with no change to the General Ledger

Contact Information

Contact us

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