

## OCA Mapping

Agencies provided a mapping of FLAIR Other Cost Accumulator (OCA) codes to valid Florida PALM values in previous RW Task 659. Those mappings were used in Mock Conversion 3. This task (RW Task 661) requires agencies to review the OCA mapping that was previously provided and make any updates, as necessary, to be used in Mock Conversion 4.

## Worksheet Details

Your <Agency> *Conversion Mapping – OCA* worksheet is pre-populated with FLAIR OCA codes that were found in the following active record types in FLAIR as of June 30, 2025:

- GL Balances
- Assets
- Encumbrances (with balances)

Review your worksheet to determine if the OCA mapping is correct, if an update is needed, or if the FLAIR OCA is no longer valid. If an update is needed, you may choose to map the FLAIR OCA to one of the following values:

- Florida PALM Other Accumulator 1 (OA1)
  - Values include those provided in the previous configuration task (RW Task 657), or updated values provided as part of the current configuration task (RW Task 662).
- Florida PALM Other Accumulator (OA2)
  - Values include those provided in the previous configuration task (RW Task 657), or updated values provided as part of the current configuration task (RW Task 662).
- Florida PALM Contract ID
  - Values include those that successfully converted during Mock Conversion 3.
- Florida PALM Grant ID
  - Values include those that successfully converted during Mock Conversion 3.
- Florida PALM Project ID
  - Values include those that successfully converted during Mock Conversion 3 and will be used for Mock Conversion 4 as indicated in your <Agency> *PCC001 – Projects* worksheet for current RW Task 587-C.

Updates made to OA1 or OA2 configuration as part of RW Task 662 or to Projects as part of RW Task 587-C will be available in the applicable column drop-down options in the <Agency> *Field Mapping – Other Cost Accumulator* through nightly processing throughout the duration of this task (Task 661). Figure 1 below depicts the cross-worksheet connections.

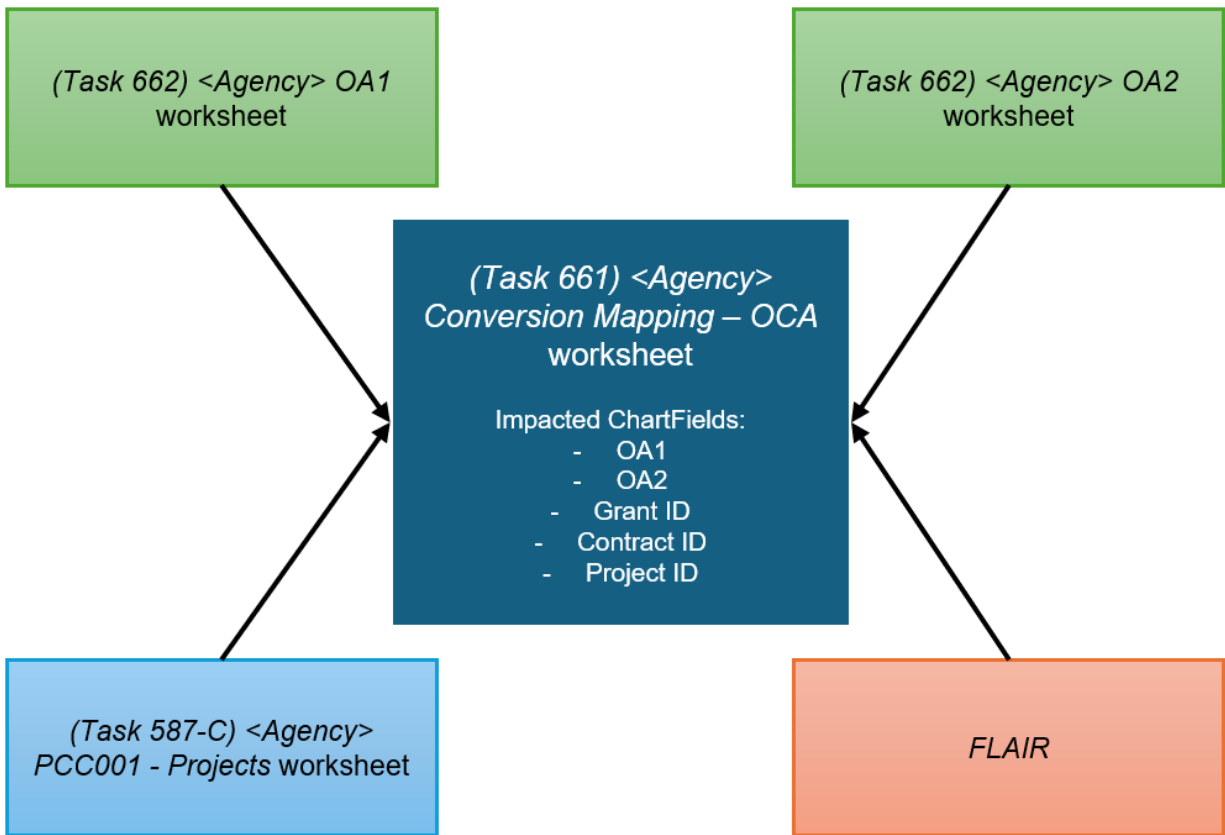


Figure 1: Cross-worksheet Connections for OCA Mapping

An Excel document is attached to the top row of your <Agency> Conversion Mapping – OCA worksheet. The Excel document provides a listing of the active records that were pulled from FLAIR as of June 30, 2025, that included the FLAIR OCA codes listed in your worksheet. Use the Excel document to support your understanding of how the FLAIR values are being used for Florida PALM conversion items.

### Smartsheet Navigation:

Florida PALM Workbook for (Agency) > Conversion Inventory > Agency Conversion Mapping – OCA

## Field Details

DEMO Conversion Mapping - Other Cost Accumulator											
Error Messages	Value Mapping Confirmation	FLAIR OCA	Mapped Florida PALM Value	Mapped Florida PALM Value Type	Map To Florida PALM Data Type	Update Mapping to Florida PALM OA1	Update Mapping to Florida PALM OA2	Update Mapping to Florida PALM Contract ID	Update Mapping to Florida PALM Grant ID	Update Mapping to Florida PALM Project ID	Comments
	<div> <div>Yes - Mapping is Correct</div> <div>Remove - FLAIR OCA Not Valid</div> <div>Update Mapping</div> </div>										

Figure 2: Conversion Mapping – OCA Worksheet

The <Agency> Conversion Mapping – OCA worksheet contains the following columns:

- **Error Messages** (Locked from editing)
  - This column populates Real-time “[RT]” and/or interfaced “[API]” messages generated by Florida PALM using Agency provided data. Once the error gets corrected, the Error Message will disappear.
  - This column includes a message for checks related to the following:
    - any errors related to your agency’s OA1 configuration found in the <Agency> Other Accumulator 1 (OA1) configuration worksheet
    - any errors related to your agency’s OA2 configuration found in the <Agency> Other Accumulator 2 (OA2) configuration worksheet
    - any errors related to your agency’s Project IDs found in the <Agency> PCC001 - Projects worksheet
- **Value Mapping Confirmation** (Required for all rows of data)
  - Select the appropriate option from the drop-down.
    - Yes – Mapping is Correct: Select this option if the provided ‘FLAIR OCA Code’ and mapped Florida PALM value is correct, and no changes are needed.
      - If you select this option, there should be no values provided in the Map to Florida PALM Data Type and Update Mapping To columns, as indicated by grey conditional formatting.
    - Remove – FLAIR OCA Not Valid: Select this option if the FLAIR OCA Code is no longer valid or active, therefore a mapping is not needed.
      - If you select this option, you must update any related records (see the Excel document) containing the OCA Code in FLAIR so that the record will include a valid OCA Code in the next conversion data pull, and
      - If you select this option, there should be no values provided in the Map to Florida PALM Data Type and Update Mapping To columns, as indicated by grey conditional formatting.
    - Update Mapping: Select this option if:
      - The provided mapping is incorrect, and you need to provide a different Florida PALM value, or
      - There is no mapping provided, therefore you must provide the mapping to a Florida PALM value.
- **FLAIR OCA** (Locked from editing)
  - This column is prepopulated to include FLAIR OCA codes for your agency as of June 30, 2025, that are included in the following active record types:
    - GL Balances
    - Assets
    - Encumbrances (with balances)
- **Mapped Florida PALM Value** (Locked from editing)

- This column contains a mapping to the new Florida PALM value (OA1, OA2, Contract ID, Grant ID, Project ID), if you provided a mapping in the previous data mapping task (RW Task 659).
  - The column is intentionally left blank if a mapping **was not provided** in RW Task 659.
- **Mapped Florida PALM Value Type** (Locked from editing)
    - This column contains the data type (OA1, OA2, Contract ID, Grant ID, Project ID) of the mapped Florida PALM Value, if you previously provided a mapping with RW Task 659.
    - The column is intentionally left blank if a mapping **was not provided** in RW Task 659.
- **Map to Florida PALM Data Type** (Required if “Update Mapping” is selected in the Value Mapping Confirmation column)
    - Select the appropriate drop-down option to identify the data type the FLAIR OCA will be mapped to in Florida PALM. Options include:
      - OA1
      - OA2
      - Contract ID
      - Grant ID
      - Project ID
    - This field should remain blank, as indicated by grey conditional formatting, if “Update Mapping” is not selected in the Value Mapping Confirmation column.
- **Update Mapping to Florida PALM OA1** (Required if “Update Mapping” is selected in the Value Mapping Confirmation column and “OA1” is selected in the Map to Florida PALM Data Type column)
    - This column contains a prepopulated drop-down list that includes all Florida PALM OA1 values confirmed in RW Task 657, and updated OA1 values provided as part of the current configuration task (RW Task 662).
      - Updates made as part of RW Task 662 will be available through nightly processing throughout the duration of this task (Task 661).
    - Select the correct Florida PALM OA1 value that should be mapped to the provided FLAIR OCA code.
    - This field should remain blank, as indicated by grey conditional formatting, if “Update Mapping” is not selected in the Value Mapping Confirmation column and “OA1” is not selected in the Map to Florida PALM Data Type column.
- **Update Mapping to Florida PALM OA2** (Required if “Update Mapping” is selected in the Value Mapping Confirmation column and “OA2” is selected in the Map to Florida PALM Data Type Column)
    - This column contains a prepopulated drop-down list that includes all Florida PALM OA2 values confirmed in RW Task 657, and updated OA2 values provided as part of the current configuration task (RW Task 662).
      - Updates made as part of RW Task 662 will be available through nightly processing throughout the duration of this task (Task 661).

- Select the correct Florida PALM OA2 value that should be mapped to the provided FLAIR OCA code.
- This field should remain blank, as indicated by grey conditional formatting, if “Update Mapping” is not selected in the Value Mapping Confirmation column and “OA2” is not selected in the Map to Florida PALM Data Type column.
- **Update Mapping to Florida PALM Contract ID** (Required if “Update Mapping” is selected in the Value Mapping Confirmation column and “Contract ID” is selected in the Map to Florida PALM Data Type Column)
  - This column contains a prepopulated drop-down list that includes active contracts in FLAIR as of June 30, 2025, that successfully converted in Mock Conversion 3.
  - Select the correct Contract ID that should be mapped to the provided FLAIR OCA code.
  - This field should remain blank, as indicated by grey conditional formatting, if “Update Mapping” is not selected in the Value Mapping Confirmation column and “Contract ID” is not selected in the Map to Florida PALM Data Type column.
- **Update Mapping to Florida PALM Grant ID** (Required if “Update Mapping” is selected in the Value Mapping Confirmation column and “Grant ID” is selected in the Map to Florida PALM Data Type Column)
  - This column contains a prepopulated drop-down list that includes active grants in FLAIR as of June 30, 2025, that successfully converted in Mock Conversion 3.
  - Select the correct Grant ID that should be mapped to the provided FLAIR OCA code.
  - This field should remain blank, as indicated by grey conditional formatting, if “Update Mapping” is not selected in the Value Mapping Confirmation column and “Grant ID” is not selected in the Map to Florida PALM Data Type column.
- **Update Mapping to Florida PALM Project ID** (Required if “Update Mapping” is selected in the Value Mapping Confirmation column and “Project ID” is selected in the Map to Florida PALM Data Type Column)
  - This column contains a prepopulated drop-down list that includes active Project IDs in FLAIR in FLAIR as of June 30, 2025, that successfully converted in Mock Conversion 3 and will be used for Mock Conversion 4 as indicated in your <Agency> PCC001 – Projects workbook for current RW Task 587-C.
  - Select the correct Project ID that should be mapped to the provided FLAIR OCA code.
  - This field should remain blank, as indicated by grey conditional formatting, if “Update Mapping” is not selected in the Value Mapping Confirmation column and “Project ID” is not selected in the Map to Florida PALM Data Type column.
- **Comments** (Optional for agency use)

**NOTE: All FLAIR OCA codes provided in the worksheet must be mapped to a valid Florida PALM value or marked as not valid.**

## Helpful Considerations

Below are a few helpful considerations to support your task completion:

- All FLAIR OCA codes provided in this worksheet must be mapped to one, and only one, Florida PALM value, if not identified as 'Remove – FLAIR OCA Code Not Valid'.
  - You will need to take action in FLAIR on any items marked 'Remove – FLAIR OCA Code Not Valid' or the value will appear in future conversions.
  - The data fields a FLAIR OCA code can be mapped to are optional fields in the related Florida PALM conversions for assets, encumbrances, and GL balances. If a FLAIR OCA code mapping is not provided, the conversions will load successfully; however, the level of detail recorded in FLAIR will not be captured in Florida PALM.
- A single Florida PALM value can be mapped to multiple FLAIR OCA codes.
- The FLAIR OCA codes included were pulled from FLAIR as of June 30, 2025. The provided FLAIR OCA codes are not representative of all active codes. The provided list only includes those FLAIR OCA codes that are found in active records subject to conversion (General Ledger Balances, Assets, and Encumbrances).