

Banking Module Configurations

The Florida PALM system creates a default cash accounting line on a deposit in the AR module based on the bank account configuration in the Banking module. The default cash line will assist with the close out process if the banking vendor changes or if the bank account is no longer being used by an agency. To reduce accounting lines in the cash account (WFC###), agencies must provide default ChartField values (Organization, Fund, Budget Entity, Category, State Program) for a default cash line for agency concentration subaccount(s). To assist in providing this information, a new configuration worksheet, *Banking Default Cash Line for Concentration Subaccount*, has been created in your Banking folder in Smartsheet.

NOTE: The default values provided should rarely, if ever, change.

Ongoing Data Maintenance

Agency worksheets are used to support the Project performed Dry Runs and will be loaded into Florida PALM for the final cutover at go-live as shown in the [Testing Timeline](#). Therefore, agencies are required to maintain conversion and configuration related workbooks throughout UAT based on the RW tasks listed below.

- Task 697 – Maintain Configuration and Conversion Workbooks
- Task 699 – Maintain Configuration and Conversion Workbooks
- Task 701 – Submit Configuration and Conversion Workbooks
- Task 703 – Maintain Configuration and Conversion Workbooks
- Task 706 – Submit Configuration and Conversion Workbooks
- Task 709 – Submit Configuration and Conversion Workbooks

Smartsheet Navigation:

Florida PALM Workbook for (Agency) > Inventories > Configuration Workbook Inventory > Banking (BK)

Florida PALM Workbook for (Agency) > Inventories > Configuration Workbook Inventory > _Configuration Lookup Values

Banking Default Cash Line for Concentration Subaccount

Error Messages	Configure Value	SetID	Bank Account #	Account Short Description	Configured Florida PALM Organization Value	Agency Provided Organization Value	Account	Configured Florida PALM Fund Value	Agency Provided Fund Value
+	+	+	+	+	+	+	+	+	+

Figure 1: Banking Default Cash Line for Concentration Subaccount Worksheet in Smartsheet (Panel 1)

Configured Florida PALM Budget Entity Value	Agency Provided Budget Entity Value	Configured Florida PALM Category Value	Agency Provided Category Value	Configured Florida PALM State Program Value	Agency Provided State Program Value	Comments

Figure 2: Banking Default Cash Line for Concentration Subaccount Worksheet in Smartsheet (Panel 2)

Business Process and Subprocess

The Banking Default Cash Line for Concentration Subaccount configuration supports the following business process and subprocess:

Table 1: Banking Default Cash Line for Concentration Subaccount Business Process and Subprocess

Business Process	Business Subprocess
60.2 Deposit and Apply Receipts	60.2.1 Direct Journal Deposits 60.2.2 AR Deposits 60.2.3 Returned Items

Configuration Value Purpose and Use

- The Banking Default Cash Line for Concentration Subaccount is a combination of Florida PALM ChartField values and is a default cash accounting string (system line) used to create deposit accounting lines.
- Failure to confirm a valid ChartField string will result in deposit accounting errors.

The ChartField values that are available in the Banking Default Cash Line for Concentration Subaccount worksheet are sourced from related agency worksheets and statewide values (Figure 3) to ensure the most current information is available in associated ChartField drop-down selections in your agency’s configuration workbooks.

Failure to complete the <Agency> Organization Configuration worksheet will result in Organization ChartField values being unavailable for selection by your agency in the Banking Default Cash Line for Concentration Subaccount worksheet.

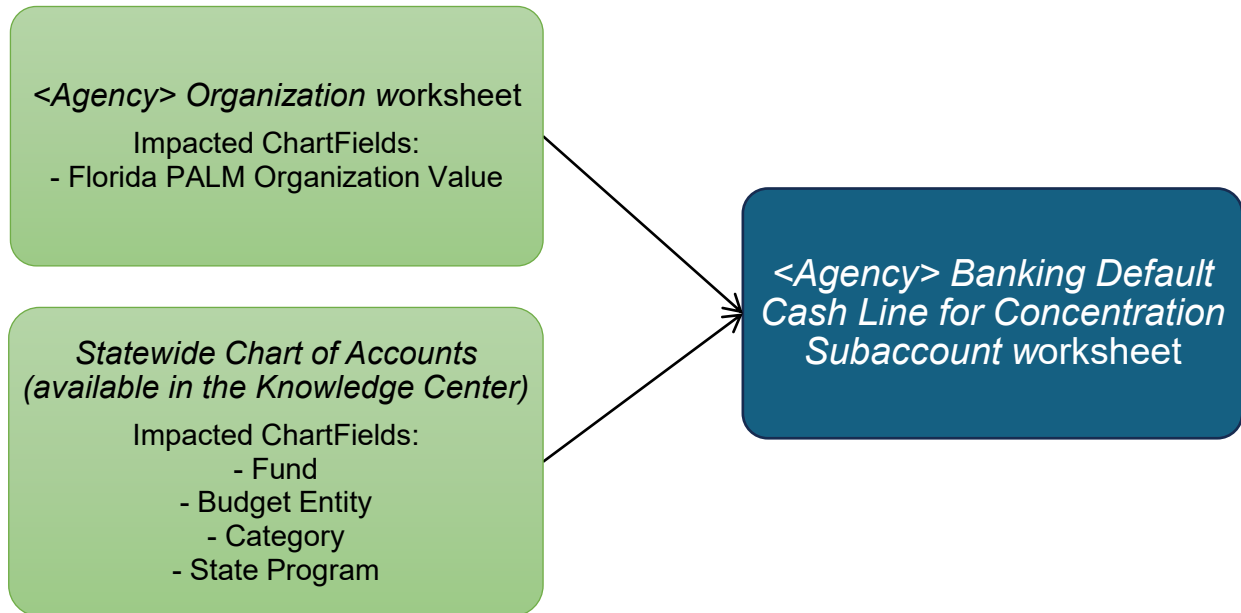


Figure 3: Cross-worksheet Connections for Banking Default Cash Line for Concentration Subaccount

Configuration Design Details

The following design considerations are applied when defining a Banking Default Cash Line for Concentration Subaccount in Florida PALM:

- The agency considers what they need as a default accounting string for deposits, one per bank account. The Banking Default Cash Line for Concentration Subaccount is maintained centrally by DFS Treasury.

Assumptions

The following assumptions are considered when defining a Banking Default Cash Line for Concentration Subaccount:

- The agency considers deposit transaction volume and most used accounting string on the concentration bank subaccount to determine a default ChartField string to minimize balancing (101013) lines.
- The agency considers ChartField values that rarely change for the default ChartField string. This consideration will assist in the close out process of the cash account (WFC###), if the State has a banking vendor contract change or the bank account is no longer in use with the agency.

Configuration Field Details

Agencies must confirm (Yes) or update the following ChartField values (Organization, Fund, Budget Entity, Category, State Program) as listed in the <Agency> Banking Default Cash Line for Concentration Subaccount worksheet in Smartsheet. The Project previously defaulted these values based on the AR Distribution Code used for creating returned item deposits from the bank.

The previously defaulted ChartField values are represented in the Configured Florida PALM Value columns.

Table 2: Banking Default Cash Line for Concentration Subaccount Field Details

Field Name	Field Description	Required / Optional Field	Field Type	Field Length	Field Value Input
Error Messages	<i>Real-time “[RT]” and/or interfaced “[API]” messages, which describe all errors found in the Agency Indicated, Agency Provided, or Agency Specified fields.</i>	N/A	N/A	N/A	Project Provided
Configure Value	Configure Value: “Yes” or “Update”.	Required	Character	6	Agency Indicated
SetID	Value used in Florida PALM to define setup data. It allows the sharing of common setup data across business units or specific to business unit.	Required	Alphanumeric	5	Project Provided
Bank Account #	Location and Description of the Concentration Subaccount	Required	Character	35	Project Provided
Account Short Description	Provides a short description of the type of bank account.	Required	Character	30	Project Provided
Configured Florida PALM Organization Value	Identifies the organizational entity associated with a transaction and tracks information according to a structural breakdown (i.e., division, bureau, section) or operating unit of the organization. <i>This field includes the previously configured values for your agency.</i>	Required	Character	10	Project Provided

Field Name	Field Description	Required / Optional Field	Field Type	Field Length	Field Value Input
Agency Provided Organization Value	Identifies the organizational entity associated with a transaction and tracks information according to a structural breakdown (i.e., division, bureau, section) or operating unit of the organization.	Required or Optional <i>(based on prior column dependency)</i>	Character	10	Agency Specified
Account	Provides functionality to capture detailed transactional data. Can be specified as a balance sheet account or operating account.	Required	Character	10	Project Provided
Configured Florida PALM Fund Value	Segregates and captures specific activities or classifies certain objectives in accordance with special regulations, restrictions, or limitations. <i>This field includes the previously configured values for your agency.</i>	Required	Character	5	Project Provided
Agency Provided Fund Value	Segregates and captures specific activities or classifies certain objectives in accordance with special regulations, restrictions, or limitations.	Required or Optional <i>(based on prior column dependency)</i>	Character	5	Agency Specified
Configured Florida PALM Budget Entity Value	Represents organizations and/or functions to which appropriations are made and typically represents a program.	Required	Character	8	Project Provided

Field Name	Field Description	Required / Optional Field	Field Type	Field Length	Field Value Input
	<i>This field includes the previously configured values for your agency.</i>				
Agency Provided Budget Entity Value	Represents organizations and/or functions to which appropriations are made and typically represents a program.	Required or Optional (based on prior column dependency)	Character	8	Agency Specified
Configured Florida PALM Category Value	Represents both appropriation categories and revenue source codes. <i>This field includes the previously configured values for your agency.</i>	Required	Character	6	Project Provided
Agency Provided Category Value	Represents both appropriation categories and revenue source codes.	Required or Optional (based on prior column dependency)	Character	6	Agency Specified
Configured Florida PALM State Program Value	State Program tracks both revenue and expenditures for programs within or across organizations. State Program values remain unchanged from the Program Component values as established in LAS/PBS. <i>This field includes the previously configured values for your agency.</i>	Required	Character	10	Project Provided
Agency Provided State	State Program tracks both revenue and expenditures for programs within or	Required or Optional (based on	Character	10	Agency Specified

Field Name	Field Description	Required / Optional Field	Field Type	Field Length	Field Value Input
Program Value	across organizations. State Program values remain unchanged from the Program Component values as established in LAS/PBS.	<i>prior column dependency)</i>			
Comments	Agency comments.	Required or Optional <i>(based on prior column dependency)</i>	Character	254	Agency Provided

Configuration Page(s)

Agencies can request DFS Treasury to update the Banking Default Cash Line for Concentration Subaccount used for deposits. The following provides an example of the configuration page where the agency defined Banking Default Cash Line for Concentration Subaccount values will be set up in Florida PALM.

External Accounts

SetID STATE Bank WELLS Wells Fargo Bank External Bank ID [REDACTED]

Account Information

Bank Account: [REDACTED] *Status: Active *GL Unit: 43000
 *Description: DFS CON SUB ACCOUNT Short Desc: CON SUB A *Branch: MAIN
 *Account #: 4300460_DFS_REVENUE_PROCESSING_SECT
 Sender DO: [REDACTED] RFC: [REDACTED]
 DFI Qualifier: 01 Transit Number DFI ID: [REDACTED]
 IBAN: [REDACTED]

Valid Account Currencies *Currency Code: USD *Rate Type: CRRNT *Index: MODEL

Account Use Acct Type: CON Sub BI AR AP TR EX GP
 DD/AR Draft Cash Ctrl Cash Clearing TRF Charge
 Drafts Payable Stmt Accounting Dep in Transit

Bank Account Ledger Types

ChartFields

Acct Type	Organization	*Account	Fund	Budget Entity	Category	State Program
Cash - AR	5320000000	WFC315	39300	43500200	000100	1204000000

Figure 4: Banking Default Cash Line for Concentration Subaccount Configuration Page

The following provides an example of the direct journal deposit accounting entries page where the configured values are used in Florida PALM:

Direct Journal Acctg Entries											
Accounting Entries						Deposit Control					
Unit		43000		Deposit ID		58130		Payment		TEST	
										Seq 1	
Currency Details											
Amount		10.00 USD									
<input checked="" type="checkbox"/> Complete Entry Event <input type="text"/>											
Distribution Lines											
ChartFields Currency Details Budget Journal Reference Information Distribution Creation / Update Details											
Distribution Sequence	GL Unit	SpeedKey	Line Amount	Orig Currency	Organization	Account	Fund	Budget Entity	Category	State Program	
1	1 43000	SpeedKey	-10.00	USD	4300000000	600001	39300	43500200	000100	1204000000	
2	2 43000	SpeedKey	10.00	USD	5320000000	WFC315	39300	43500200	000100	1204000000	
3	3 43000	SpeedKey	-10.00	USD	5320000000	101013	39300	43500200	000100	1204000000	
4	4 43000	SpeedKey	10.00	USD	4300000000	101013	39300	43500200	000100	1204000000	

Figure 5: Direct Journal Acctg Entries Page Accounting Entries Tab

Worksheet Instructions

The below information provides detailed instructions on how to complete the <Agency> Banking Default Cash Line for Concentration Subaccount worksheet in Smartsheet.

1. Review the worksheet and determine whether the configured values need updating in Florida PALM.
2. In the *Configure Value* column:
 - a. Select “Yes” to confirm the configured Banking Default Cash Line for Concentration Subaccount.
 - i. If selected, no further action is needed on this row and the *Agency Provided ChartField Value* columns should remain blank, as indicated by grey conditional formatting.

Configure Value	SetID	Bank Account #	Account Short Description	Configured Florida PALM Organization Value	Agency Provided Organization Value	Account	Configured Florida PALM Fund Value	Agency Provided Fund Value
Yes	12345	1234500_HQA_BKG_LICENSE_UNIT	DEMO CON SUB ACCOUNT	1000000000		WFC000	00300	
Yes Update								

Figure 6: Configure Banking Default Cash Line for Concentration Subaccount

- b. Select “Update” to update the configured ChartField Values (Organization, Fund, Budget Entity, Category, State Program).

- i. Updates to the configured ChartField Values – Select the desired ChartField value in the *Agency Provided* (Organization, Fund, Budget Entity, Category and State Program) *ChartField Value* column. These are drop-down columns that contain all established Florida PALM ChartField values. Additionally, the combination of the Fund, Budget Entity, Category, and State Program Value must be a valid combination located in the Budgetary Value Combination Edit Values workbook in Smartsheet.

Agency Provided (Organization, Fund, Budget Entity, Category and State Program) *ChartField Value* columns that do not require updates should remain blank. Only values that require updates should have the *Agency Provided ChartField Value* column completed.

- 1. Once a value is selected in the *Agency Provided ChartField Value* column, where *Configure Value* is “Update”, the *Configured Florida PALM* column will turn grey.

Configure Value	SetID	Bank Account #	Account Short Description	Configured Florida PALM Organization Value	Agency Provided Organization Value	Account	Configured Florida PALM Fund Value	Agency Provided Fund Value
Update	12345	1234500_HQA_BKG_LICENSURE_UNIT	DEMO CON SUB ACCOUNT	1000000000	2000000000	WFC000	00300	
Yes								
Update								

Figure 7: Update Banking Default Cash Line for Concentration Subaccount

- 3. Review and correct any errors identified in the *Error Messages* column.
- 4. Use the Comments field, optionally, for your internal purposes.