OCA Mapping

Agencies provided a mapping of FLAIR Other Cost Accumulator (OCA) codes to valid Florida PALM values in previous RW Task 701. Those mappings were used in Dry Run 2. Review the OCA mapping that was previously provided and make any updates, as necessary, to be used in Dry Run 3.

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

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 and submit conversion and configuration related workbooks throughout UAT and for go-live 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
- Task 714 - Submit Configuration and Conversion Workbooks in Preparation for Go-Live

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:

- 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Review your worksheet to determine if the OCA mapping is correct, if an update is needed, or if the FLAIR OCA is no longer valid.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)
  - Valid values currently found in you *<Agency> Other Accumulator 1 (OA1)* worksheet.
- Florida PALM Other Accumulator (OA2)
  - Valid values currently found in you *<Agency> Other Accumulator 2 (OA2)* worksheet.
- Florida PALM Contract ID
  - Values include those that successfully converted during Dry Run 2.
- Florida PALM Grant ID

  - Values include those that successfully converted during Dry Run 2.
- Florida PALM Project ID
  - Values include those that successfully converted during Dry Run 2 and will be used for All Agency UAT as indicated in your *<Agency> PCC001 – Projects* worksheet.

Updates made to OA1 or OA2 configuration worksheets or to Projects will be available in the applicable column dropdown options in the *<Agency> Field Mapping – Other Cost Accumulator* through nightly processing. Figure 1 below depicts the cross-worksheet connections.

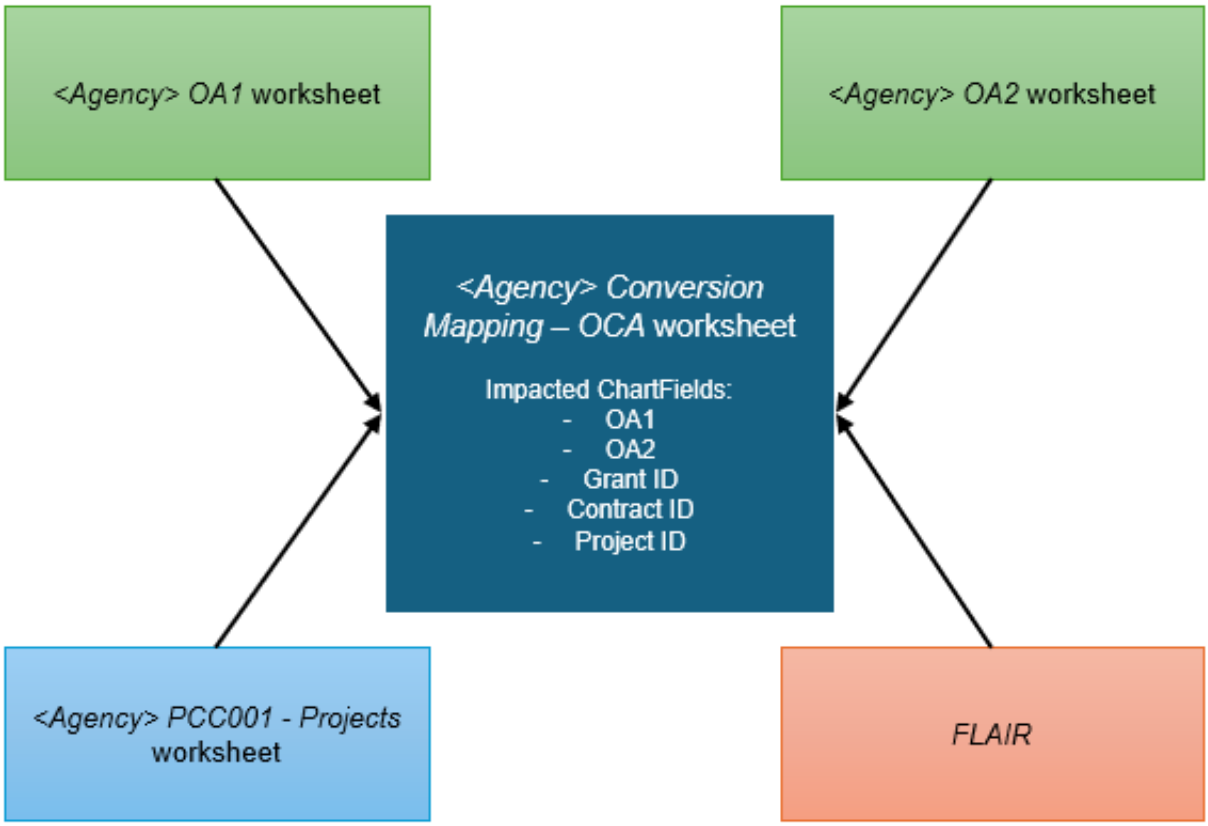

Figure 1: Cross-worksheet Connections for OCA Mapping

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, 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

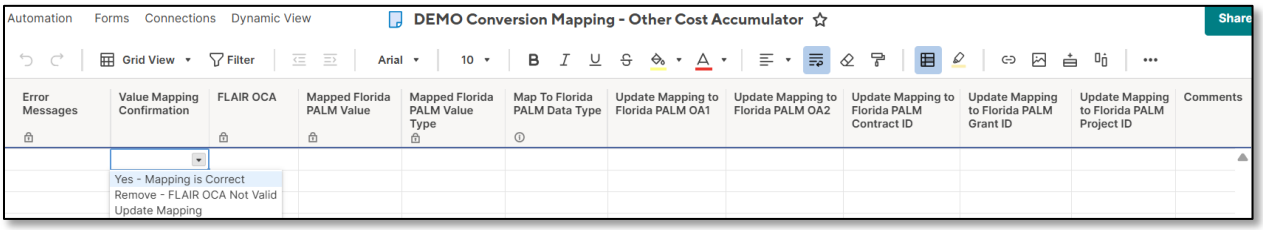

Figure 2: Conversion Mapping – OCA Worksheet

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 dropdown.
    - 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, 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.
  - The column is intentionally left blank if a mapping **was not previously provided**.

- **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.
  - The column is intentionally left blank if a mapping **was not previously provided**.

- **Map to Florida PALM Data Type** (Required if "Update Mapping" is selected in the Value Mapping Confirmation column)
  - Select the appropriate dropdown 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 dropdown list that includes all valid Florida PALM OA1 values.
    - Updates made in your *<Agency> Other Accumulator 1 (OA1)* worksheet will be available through nightly processing.
  - 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 dropdown list that includes all current Florida PALM OA2 values.
        - Updates made in your *<Agency> Other Accumulator 2 (OA2)* worksheet will be available through nightly processing.
    - 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 dropdown list that includes active contracts in FLAIR, that successfully converted in Dry Run 2.
    - 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 dropdown list that includes active grants in FLAIR, that successfully converted in Dry Run 2.
    - 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 dropdown list that includes active Project IDs in FLAIR in FLAIR, that successfully converted in Dry Run 2 and will be used for All Agency UAT as indicated in your *<Agency> PCC001 – Projects* workbook.
    - 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 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).