

FUNDING!!! FOR READINESS ACTIVITIES

Were you aware that \$20 million has been appropriated and set aside for agencies to use for Florida PALM readiness activities? Collectively, Agency Sponsors recently shared that **PEOPLE** are the number one concern related to Florida PALM readiness. This funding can help! Consider how your agency can use these funds to increase the people supporting your agency.

Your budget office should have received information from OPB with guidelines for how to request funding specific for your agency's needs. Work with your budget office to share your anticipated fiscal year 23-24 funding needs.

Requests to OPB are due by July 31.

SINCE THE SUMMIT....

In May, the Sponsor Summit was attended by over 25 Agency Sponsors or their designated backup. Since then, engagement between Agency Sponsors and Project leadership has continued. Steven Fielder and Angie Robertson have visited one-on-one with 10 Agency Sponsors, stressing the importance of being a visible leader, having a robust and engaged Change Champion Network, and supporting their agency's efforts moving forward with Florida PALM.

Mckinsey and Company, a leading Project Management consulting firm, says top implementation leaders are seen as *"owning and committing to the change being made, role modeling new behaviors, and devoting appropriate time and energy to supporting the change."* Do you have questions on engagement with your team or business decisions you may be facing? Contact your Readiness Coordinator to set up a dedicated time with the Project to discuss your unique needs.

LIAISON FORUMS

Agency Sponsors and Project Managers should have regular communications between each other. 32 Project Manager Liaisons (PML) representing 20 agencies participated in a Project Management Liaison Forum hosted by the Project on June 27 to discuss transition risks and issues, tools, strategies, and opportunities for your transition to Florida PALM. As an Agency Sponsor, ask your PML if they need your support in a specific area. Do you know their perspective of risk and issues, tools, and strategies for transitioning your agency? Ask them about their experience at the Forum.

Up next! Change Management and Training Liaison Forum on July 25. Encourage your team to participate and join the networks of other agency Liaisons.

AGENCY READINESS

A new Bimonthly Agency Readiness Status Report is in the works! The report will be a way for you to report agency-specific risks, issues, and assumptions, as they pertain to your Florida PALM transition, as well as activities your staff are engaged in that are above and beyond the agency's Readiness Workbook tasks. The new report will replace the current monthly agency status report with the first report being submitted in September for the July - August period.

WANT A SNEAK PEEK?

The Draft Report and supplemental documents are located on the Florida PALM website under the June 21 ESC meeting. Look forward to its approval in July and the task instructions shortly thereafter.

PROJECT SCHEDULE AND READINESS WORKPLAN

The Readiness Workplan (RW) is your agency's guide for readiness tasks. Coming in September, the revised RW will be published with agency activities through go live. It will reflect tasks for agencies to align with the Project's newly adopted Schedule of all known activities planned through go-live for the Financial Wave, Payroll Wave, and Data Warehouse.

WHAT DOES THAT MEAN FOR YOU?

1. Focus your team on the RW, as it will outline agency tasks as reflected in the Project's Schedule and Project timeline.
2. Sync your agency-specific transition timeline to the RW and Project timeline.
3. Encourage your team to participate in design review meetings to be conducted by the Project. There are four segments of review between now and early 2024; Segment I is underway, and reviews are scheduled for September 2023.
4. Be on the lookout for more information in July from the Project for impacts to your agency!