

Req #	Area	Topic	SubTopic	Requirement Text	Implementation Period	How Met	Source Module	Attachment 5.2 Customization Ref #	Requirement Action	Rationale	Revisions Since Original Distribution
20.0117	Functional	Budget Control & Management	Inquiry & Reporting	Provide ability to display variances between grant related agency budget requests and federal fund revenue estimates.	Financials	Report	DW-KK	N/A	Cancel	Requesting to cancel this requirement as Agency Budget Requests are out of scope for Florida PALM as this is a function of LAS/PBS.	
20.0225	Functional	Setup and Maintain Projects	Project Budgets	Provide ability to allocate and control the project budget by the following periods: State Fiscal Year.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave as the delivered Project Costing Budget Details page may be used to allocate the budget to one or more specific budget periods.	
30.0019	Functional	Disburse Funds	Manage Tax Reporting	Provide the ability to calculate backup withholding deposits required.	Financials	Delivered	FIN-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as this is not current functionality within FLAIR and analysis is required to determine if the C9 Fund Based Escheatment customization will impact the delivered functionality.	
30.0020	Functional	Disburse Funds	Manage Tax Reporting	Provide the ability to perform backup withholding on applicable vendors.	Financials	Configuration	FIN-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as this is not current functionality within FLAIR and analysis is required to determine if the C9 Fund Based Escheatment customization will impact the delivered functionality.	
30.0021	Functional	Disburse Funds	Reporting	Provide the ability to produce form 945 that fully complies with current and on-going IRS standards.	Financials	Report	DW-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as Florida PALM will not perform IRS Form 945 reporting at the Financials Wave.	
30.0099	Functional	Disburse Funds	Reporting	Provide ability to report on vendor payments to include original credit memo amounts, applied credit amounts, and remaining balance of credit memos amounts.	Financials	Report	DW-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as credit vouchers will not be utilized at the Financials Wave.	
30.0147	Functional	Disburse Funds	Reporting	Provide ability to produce online and printable report of discounts taken.	Financials	Report	DW-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as this is not current FLAIR functionality, hence will not be implemented at Financials Wave.	
30.0148	Functional	Disburse Funds	Reporting	Provide ability to produce online and printable report of discounts lost by any or all of the following items: vendor, time period, agency, or organizations within the agency.	Financials	Report	DW-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as this is not current FLAIR functionality, hence will not be implemented at Financials Wave.	
30.0153	Functional	Disburse Funds	Reporting	Provide ability to produce online and printable performance/ operational reports on operations including the following: Number of liens processed.	Financials	Report	DW-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as this is not current FLAIR functionality, hence will not be implemented at Financials Wave.	
30.0164	Functional	Disburse Funds	Reporting	Provide the ability to store, display and report Advance Payments / Deferred Charges for a State Grant / Sub-Grant and liquidate the advance / deferred charges upon receipt and recording of the invoice or report.	Financials	Report	DW-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as the delivered pre-paid functionality that supports issuing advanced payments will not be implemented at the Financials Wave.	
30.0169	Functional	Disburse Funds	Enter and Process Vouchers	Provide ability to automatically schedule/ calendar the generation of recurring payment transactions.	Financials	Delivered	FIN-PO	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as the requirement is related to procurement contract functionality that will be implemented at Optional Services.	

Req #	Area	Topic	SubTopic	Requirement Text	Implementation Period	How Met	Source Module	Attachment 5.2 Customization Ref #	Requirement Action	Rationale	Revisions Since Original Distribution
30.0256	Functional	Disburse Funds	Reporting	Provide ability for agencies to apply the credit issued by the payee to any of the payee's accounts or invoices with notice to the payee on the remittance advice where the credit has been applied.	Financials	Report	DW-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as credit vouchers will not be utilized as the Financials Wave.	
30.0257	Functional	Disburse Funds	Reporting	Provide ability for notification that vendor has a credit memo that exceeds the posted invoice amount.	Financials	Report	DW-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as credit vouchers will not be utilized as the Financials Wave.	
30.0258	Functional	Disburse Funds	Reporting	Provide ability to track balance remaining on credit memo.	Financials	Report	DW-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as credit vouchers will not be utilized as the Financials Wave.	
30.0259	Functional	Disburse Funds	Reporting	Provide ability to display the invoices to which the credit has been applied.	Financials	Report	DW-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as credit vouchers will not be utilized as the Financials Wave.	
30.0338	Functional	Disburse Funds	Reporting	Provide the ability to capture deposits made or reductions to invoice transactions for interest due and payable to the state as a result of an advance payment.	Financials	Report	DW-AP	N/A	Move to Optional Services	Requesting this requirement be canceled as the State of Florida does not charge interest on advance payments to subrecipients or vendors when using grant funds.	Changed Requirement Action (column J) from "Cancel" to "Move to Optional Services".
30.0431	Functional	Disburse Funds	Set Up and Maintain Suppliers	Provide ability to include vendor information: Vendor backup withholding status(es).	Financials	Delivered	FIN-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as this is not current functionality within FLAIR and analysis is required to determine if the C9 Fund Based Escheatment customization will impact the delivered functionality.	
30.0432	Functional	Disburse Funds	Set Up and Maintain Suppliers	Provide ability to include vendor information: Vendor backup withholding percentage(s).	Financials	Configuration	FIN-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as this is not current functionality within FLAIR and analysis is required to determine if the C9 Fund Based Escheatment customization will impact the delivered functionality.	
30.0433	Functional	Disburse Funds	Set Up and Maintain Suppliers	Provide ability to include vendor information: Vendor backup withholding type(s).	Financials	Configuration	FIN-AP	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as this is not current functionality within FLAIR and analysis is required to determine if the C9 Fund Based Escheatment customization will impact the delivered functionality.	
30.0468	Functional	Disburse Funds	Set Up and Maintain Suppliers	Provide ability to support notification to the vendor when their IRS/TIN Matching has failed with the comments from the IRS causing the failure.	Financials	Interface	FIN-AP	N/A	Cancel	Requesting to cancel this requirement as DFS will manage sending notifications to suppliers regarding TIN match failures via an Enterprise System (e.g., W-9 System or Vendor Portal) instead of Florida PALM.	
80.0022	Technical	Cash Control & Management	Cash Accounting	Provide the ability to calculate daily cash position for all funds.	Financials	Delivered	FIN-KK	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as it would be met via the Cash Dashboard solution that was moved to Optional Services via PCR-117.	
100.0019	Technical	Reporting	Data Warehouse and Business Intelligence Functionality	Provide ability to exchange metadata with other systems that use open standards.	Financials	DW/BI Solution	DW	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as there are no plans to exchange metadata at the Financials and Payroll Wave.	

Req #	Area	Topic	SubTopic	Requirement Text	Implementation Period	How Met	Source Module	Attachment 5.2 Customization Ref #	Requirement Action	Rationale	Revisions Since Original Distribution
100.0046	Technical	Technical	General	Provide a B2C developer website that exposes agreed upon API and interfaces to DFS citizen-oriented transparency functions (i.e. developer.FloridaPALM.com) with REST /XML /JSON API interfaces to DFS data and services to Citizens.	Financials	DW/BI Solution	TECH	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as the Data Warehouse will not be public facing and API integration is not planned for the Financials and Payroll Wave.	
100.0092	Technical	Technical	Audit Logging	Provide an audit trail of all refresh/updates to the data warehouse including but not limited to: 1) User ID; 2) Date/Timestamp; 3) Number of Records; 4) Status; 5) Process Step; 6) Delta Change; 7) Source.	Financials	DW/BI Solution	TECH	N/A	Cancel	Requesting to cancel this requirement as users will not have the ability to update data in the Data Warehouse. Hence, audit log information must be obtained within the Financials and Payroll applications.	
200.0012	Functional	Payroll	Payroll Adjustments	Provide ability to record salary refunds related to overpayments (receipt of payment from an employee) or other adjustments resulting in a collection from the employee, to employee master record pay history.	Payroll	Delivered	HCM-HR	N/A	Cancel	Requesting to cancel this requirement as recording receipts from employees will occur in AR. Employee record adjustments as a result of a salary refund will be recorded and is met with requirement 200.0134.	
200.0027	Functional	Payroll	Employee Records	Provide ability to report overpayments and underpayments calculated based on actual hours submitted and hours approved .	Payroll	Report	HCM-Payroll	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as Florida PALM will not maintain hours submitted or approved at the Payroll Wave.	
200.0031	Functional	Payroll	Employee Records	Provide ability to report on employees paid compensatory time as leave or overtime for a specific time period (multiple pay periods).	Payroll	Report	DW-HCM	N/A	Move to Optional Services	Requesting this requirement be moved to Optional Services as timesheet data will not be maintained in Florida PALM at the Payroll Wave.	
200.0059	Functional	Payroll	Payroll Processing	Provide ability to denote a position to be designated as primary for calculating, allocating and determining benefit, leave, overtime, and other payroll items, when more than one position is used for a pay period.	Payroll	Delivered	HCM-Payroll	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as benefits, leave, and overtime will be calculated by HRIS and loaded to the PSHUP table with the associated position. Recommend addressing when Time and Labor can be implemented and leveraged.	
200.0090	Functional	Payroll	Payroll Controls	Provide ability to apply user-defined edits on the current payroll compared from last run, stopping the process if error occurs (must consider any valid transactions that have occurred between pay cycles).	Payroll	Delivered	HCM-Payroll	N/A	Cancel	Requesting to cancel this requirement as the Payroll Compare Report (PRR021) will be used to perform this function and is met by requirement 200.0052.	
200.0117	Functional	Payroll	Payroll Processing	Provide ability to calculate and verify base rate of pay using salary schedule tables, hourly rates, or per-unit rates.	Payroll	Configuration	HCM-Payroll	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as HRIS currently houses this information. Time and Labor needs to be implemented to leverage this functionality.	
200.0119	Functional	Payroll	Payroll Processing	Provide ability to process retroactive gross to net pay of workers compensation received so that combined wages do not exceed base rate of pay.	Payroll	Delivered	HCM-Payroll	N/A	Move to Optional Services	Requesting to cancel this requirement as base rate of pay information will be provided by HRIS systems that will be used for the payroll calculations in Florida PALM.	Changed Requirement Action (column J) from "Cancel" to "Move to Optional Services".
200.0124	Functional	Payroll	Payroll Processing	Provide ability to recalculate overtime accounted for as compensatory time on an hour for hour basis consistent with rules; earned at a time-and-a-half status (1.50 earned for each hour worked); or paid at a 1.50 status (hour for hour paid at 1.50 the regular rate).	Payroll	Delivered	HCM-Payroll	N/A	Move to Optional Services	Requesting to move this requirement to Optional Services as HRIS currently houses this information. Time and Labor needs to be implemented to leverage this functionality.	

Req #	Area	Topic	SubTopic	Requirement Text	Implementation Period	How Met	Source Module	Attachment 5.2 Customization Ref #	Requirement Action	Rationale	Revisions Since Original Distribution
200.0163	Functional	Payroll	Payroll Adjustments	Provide ability to generate a notification to employees and the employing agency when outstanding amounts are due from the employee before paycheck amounts are withheld.	Payroll	Workflow	HCM-Payroll	N/A	Cancel	Requesting to cancel this requirement as the existing notification to employees will be used when outstanding amounts are due from the employee.	
200.0167	Functional	Payroll	Workflow	Provide ability to contain flexible workflow for approval and routing of all payroll events, including the updating of payroll calculation tables (deductions, taxes).	Payroll	Delivered	HCM-Payroll	N/A	Cancel	All payroll events are not subject to workflow. Alternate requirements where workflow is appropriate to the payroll solution are captured to specifically address the related approval business need.	
200.0508	Functional	Setup and Maintain Projects	Project Reporting	Provide ability to attach multiple electronic files (e.g., Word documents, PDF) to the project record.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave as delivered functionality may be used to add attachments to a project or an activity via the Attachment tab within the Project's General Definition pages or the Activity's General Definition pages.	
200.0510	Functional	Setup and Maintain Projects	Project Reporting	Provide an online inquiry screen that allows the user to look for a project based on a data element in the project structure.	Optional Services	TBD	DW-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave as the delivered Project List page may be used to search for a project based on numerous project elements, including project id, activity id or a related project tree.	
200.0559	Functional	Setup and Maintain Projects	Project Accounting	Provide ability to correct transactions that were inappropriately charged to a data element in the project structure such as project id, Sub-Project, Phase, Project Task Identifier, or funding source identifier. Corrections for previous fiscal year transactions need to be posted to the current fiscal year.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave as the delivered Add or Adjust Transactions functionality within Project Costing can remove a transaction as originally collected in Project Costing and re-enter correctly, or adjust Project Costing Chartfields for an existing transaction.	
200.0560	Functional	Setup and Maintain Projects	Project Accounting	Provide ability to prohibit processing of specified project-related transactions / documents / business events based on the project's status (with override capability).	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave as delivered functionality within Project Costing will be available to prohibit transactions from source modules based on Project Status and Project Events.	
200.0566	Functional	Setup and Maintain Projects	Project Accounting	Provide ability to allow input, adjustment, and transfer of costs at the lowest level of account coding within the project ledger.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave as the delivered Add Transactions or Adjust Transactions pages may be used to create or adjust transactions within the Project Costing module.	
200.0567	Functional	Setup and Maintain Projects	Project Accounting	Provide ability to allow posting of non-financial transactions to project ledgers without a corresponding posting to general ledger accounts.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave as the delivered Add Transactions or Adjust Transactions pages may be used to create or adjust transactions within the Project Costing module, that does not adjust the General Ledger.	

Req #	Area	Topic	SubTopic	Requirement Text	Implementation Period	How Met	Source Module	Attachment 5.2 Customization Ref #	Requirement Action	Rationale	Revisions Since Original Distribution
200.0585	Functional	Setup and Maintain Projects	Project Budgets	Provide ability to maintain project identification data such as: Estimated Cost.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave to record a budget within the Project Costing module Project Budget Details which represents the estimated cost of the project.	
200.0586	Functional	Setup and Maintain Projects	Establish Project	Provide ability to maintain project identification data such as: Funding Source (multiple).	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave to record a budget within the Project Costing module. A project may have multiple funding sources which is represented by different ChartField Strings.	Updated Rationale reference of "COA ChartField" to remove "COA".
200.0587	Functional	Setup and Maintain Projects	Establish Project	Provide ability to maintain project identification data for Project Approval.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave as delivered functionality within PC will allow an approval to be added to the project for configured project events.	
200.0598	Functional	Setup and Maintain Projects	Establish Project	Provide ability to maintain multiple types of project statuses. For example, a project may be complete from a performance viewpoint but still open for accounting purposes.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave to configure the Project Status with the appropriate Processing status to allow for a project to remain open but allow only certain transactions to pass based on where the transactions originate.	
200.0600	Functional	Setup and Maintain Projects	Project Budgets	Provide ability to increase or decrease the maximum amount of project funding with proper security.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave to use the Project Budget Details page to adjust a project budget and refinalize to adjust the project funding within the Projects Ledger.	
200.0612	Functional	Setup and Maintain Projects	Project Accounting	Provide ability to record non-financial data without affecting financial accounts.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave to use the delivered pages within Project Costing to record non financial data which will have no affect on the financial accounts.	
200.0625	Functional	Setup and Maintain Projects	Establish Project	Provide ability to record progress status data for each activity including: Percentage Complete.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave to use a delivered field within the Project or Activity Definition to manually record the Percentage Complete, as applicable.	
200.0628	Functional	Setup and Maintain Projects	Establish Project	Provide ability to record progress status data for each activity including: Estimated Completion Date.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave to use a delivered field within the Project or Activity definitions to record Additional Dates.	
200.0629	Functional	Setup and Maintain Projects	Establish Project	Provide ability to record progress status data for each activity including: Actual Completion Date.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave to use a delivered field within the Project or Activity definitions to record Additional Dates.	

Req #	Area	Topic	SubTopic	Requirement Text	Implementation Period	How Met	Source Module	Attachment 5.2 Customization Ref #	Requirement Action	Rationale	Revisions Since Original Distribution
200.0631	Functional	Setup and Maintain Projects	Establish Project	Provide ability to uniquely identify each project through the assignment of a project category maintained in a project table.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave to record the Project Category within the Project Budget Details for each project.	
200.0633	Functional	Setup and Maintain Projects	Establish Project	Provide ability to allow project phases to overlap.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave to use configured project Phase Types to assign multiple phase types to a project with overlapping start and end dates.	
200.0638	Functional	Setup and Maintain Projects	Project Reporting	Provide capability to generate online, user defined warnings when project and / or phase expenditures near or exceed the original and/ or current project estimates.	Optional Services	TBD	FIN-PC	N/A	Move from Optional Services to Financials Wave	Requesting to move this requirement from Optional Services to the Financials Wave to use the delivered Budget Alerts functionality to define budget tolerances.	
200.1019	Functional	Payroll	Employee Records	Provide the ability to send employee information to internal and external parties (Deferred Compensation, Department of Children and Families, First Florida Credit Union).	Payroll	Interface	HCM	N/A	Cancel	Requesting to cancel this requirement as this interface was determined to not be needed for the Payroll Wave implementation as the entities no longer require this data.	
200.1024	Functional	Payroll	Payroll Processing	Provide ability to receive ORP Authorization data from Department of Management Services, Division of Retirement.	Payroll	Interface	HCM	N/A	Cancel	Requesting to cancel this requirement as it was determined that an interface is not needed based on the low volume of ORP authorizations that will exist in Florida PALM.	
200.1026	Functional	Payroll	Payroll Adjustments	Provide ability to send payroll related EFT cancellations to the bank per the banking contract.	Payroll	Interface	HCM	N/A	Cancel	Requesting to cancel this requirement as the Florida PALM payroll business process will not complete EFT cancellations.	
200.1033	Functional	Payroll	Employee Records	Provide ability to receive defaulted student loan data to determine if there are matches to employee records from third party provider.	Payroll	Interface	HCM-Payroll	N/A	Cancel	Requesting to cancel this requirement as it was determined this interface would not be needed for the Payroll Wave implementation.	
200.1034	Functional	Payroll	Employee Records	Provide ability to send listing of employee matches of defaulted student loan data to third party provider.	Payroll	Interface	HCM-Payroll	N/A	Cancel	Requesting to cancel this requirement as it was determined this interface would not be needed for the Payroll Wave implementation.	
200.1042	Functional	Payroll	Employee Records	Provide ability to send an interface containing employee names and addresses to deferred compensation third party administrator.	Payroll	Interface	HCM	N/A	Cancel	Requesting to cancel this requirement as it was determined this interface would not be needed for the Payroll Wave implementation.	
200.1047	Functional	Payroll	Payroll Processing	Provide ability to send an interface containing Reason Codes for on-demand (off cycle) payroll to People First.	Payroll	Interface	HCM	N/A	Cancel	Florida PALM will not have an on-demand payroll system or reason codes for our One-Time Payment request page to send to People First.	
200.1054	Functional	Payroll	Employee Records	Provide ability to send an interface containing a listing of employees who received a regular wage payment to the deferred compensation third party administrator.	Payroll	Interface	HCM	N/A	Cancel	Requesting to cancel this requirement as it was determined this interface would not be needed for the Payroll Wave implementation.	
200.1093	Functional	Payroll	Payroll Processing	Provide ability to send an EFT "changes file" to the bank for any EFT cancellation or modifications after the payroll completion.	Payroll	Interface	HCM-Payroll	N/A	Cancel	Requesting to cancel this requirement as only one EFT file will be sent after the completion of each payroll.	