Project Sponsor:	*Steven Fielder*	**Project Director:**	*Jimmy Cox*
Status Report Period:	*July 1, 2022 – July 31, 2022*	**Current Project R&C Category:**	*4*
Project Start Date:	*Project funding began July 1, 2014*	**Project End Date:**	*June 30, 2027* *(Funding appropriated through June 30, 2022)*

1 – FLORIDA PALM STATUS OVERVIEW

A. Agency Engagement

Required for R&C Category

During the month of July, the Department completed the following:

- Continued CMS Remediation efforts.
- Hosted the Personalized Agency Working Sessions Kickoff to start scheduling sessions for the fall
- Improved the Treasury Correspondence Form by splitting it into four different forms for a more user-friendly experience for agencies and Treasury
- Updated the Data Dictionary to assist end users in gaining a better understanding of the Florida PALM data elements and relationships
- Published the fourth quarter reporting summary of CMS reporting activities
- Implemented a subscription service for Florida PALM communications
- Added additional report mapping information in the Reports Catalog
- Published new learning tools to support CMS end users
    - Treasury Correspondence Form Status Check
    - Treasury Correspondence Form Updated
    - Difference Between Reports and Queries

B. Implementation Status

Required for R&C Category

	Yes	No	Explain:
Is the project on schedule? *If no, explain why and what corrective action(s) are planned to bring the project back on schedule*		✔	The Project Schedule being used at this time is limited to CMS remediation activities, key administrative activities and required reporting activities. A new schedule and the requisite contract amendment are being developed.
Will the project complete on schedule?	✔		The detailed Project Schedule for the Financials and Payroll Waves is dependent upon the next contract amendment (Amendment 8). While the team has begun work on amendment 8, there are several inputs into the project schedule, as described in

			the 2022-23 General Appropriations Act, that must be considered before the project schedule can be finalized. As a result, the short-term project schedule will remain focused on remaining CMS remediation activities, key administrative activities, required reporting activities and requirements reviews (including personalized agency working sessions). Issue 27 was created for impacts in establishing an updated schedule. The Project is actively monitoring risks associated with the schedule.
Is the project currently within budget? *If no, explain why and what corrective action(s) are planned to bring the project back within budget*	✔		
Will the project remain within budget?	✔		Spend Plan details provided in section four.
Were any Project Change Requests approved during this reporting period?	✔		Project Change Request (PCR) 88 was approved during this period.
Have any risks or issues impacted the project during the reporting period?	✔		No Risks were opened during the reporting period. Nine risks associated with Go/No-Go readiness for retired waves were removed during this reporting period. During the reporting period, no Issues were opened or closed. All other Issues from last period remain open, as defined in section three.

C. SPI *Provide SPI for Current + Last 3 Reporting Periods* — Required for R&C Category

	Past Reporting Period	Past Reporting Period	Last Reporting Period	**Current Reporting Period**
Date	April 2022	May 2022	June 2022	July 2022
Project Schedule Performance Index (SPI)	0.62	0.77	0.80	0.83
Explanation of SPI Variance / Trend	The current Schedule Performance Index (SPI) is 0.83. The Project Schedule being used at this time is limited to CMS remediation activities, key administrative activities and required reporting activities. A new schedule and the requisite contract amendment are being developed.			

2 – IMPLEMENTATION MILESTONE PROGRESS

A. Implementation Go/No-Go Decision Progress

Provide status tracking for Go/No-Go Decisions planned for action by the Executive Steering Committee and identify the status of each item listed (Completed, In Progress, Future).

Required for R&C Category

Go/No-Go Decision Name	Contractual Due Date	Actual Finish Date *(completed)*	Status *(**C**=Completed **IP**= In Progress **F**=Future)*
Amendment 7 was executed, removing Central and Departmental Waves, and adding the Financials Wave. Amendment 8, which will align future Go/No-Go Decisions for the remainder of Phase 1 (Financials and Payroll) and Phase 2 (future work), is in progress.	**TBD**	**N/A**	**N/A**

B. Scope Changes

List all scope changes (any changes from the original project objectives and deliverables that impact the project schedule or budget) identified during this reporting period, including those that may impact the project in later reporting periods.

Required for R&C Category

Scope Change Description	Cost Impact	Schedule Impact	Status *(if approved, include approval date and change control form number)* / Variance Explanation / Comment
PCR 88 - D617 Submit Baseline Removal	N/A	Low	Approved 7/22/2022
PCR 87 – CMS Enhancements	N/A	Low	In progress during the reporting period (Approved 8/1/2022).

3 – IMPLEMENTATION ISSUES / RISKS

A. Implementation Issues

List all issues identified, open, occurring, or closed within this reporting period related to implementation of the Financials or Payroll Waves.

Required for R&C Category

Issue Description	Status (Open/ Closed)	Priority	Resolution Approach	Resolution Date	Owner
27: Schedule delays prevented a fully committed project schedule	Open	Critical	- Accenture and Project leadership continue regular meetings to discuss and complete the new Contract amendment **(Ongoing)**		Jimmy Cox
30: The externally managed investment process has not launched as scheduled	Open	Not Assigned	- TBD		Stacey Terry

B. Implementation Risks

List risks identified, open, occurring, or closed within the reporting period with risk score of 15 or greater.

Required for R&C Category

Risk Description	Status (Open / Closed)	Risk Score	Mitigation/Response Strategy	Status	Owner
N/A					

4 – SPEND PLAN

The Florida PALM Project was appropriated $57,230,127 for FY 2022-23. As of the end of this reporting period, $3,268,853 in expenses has been projected, $10,957,288 of the appropriated funds have been released, $1,031,196 in expenses have been incurred, and $943,081 has been paid. See the Florida PALM Project Spend Plan for additional details.

5 – REMEDIATION AND TRANSITION TASKS REQUIRED TO REPLACE FLAIR

Remediation and Transition Tasks
Provide status tracking for remediation and transition tasks required to replace FLAIR and identify the status of each item listed (Completed, In Progress, Future).

Required for R&C Category

Task Name	Due Date	Actual Finish Date *(completed)*	Status *(**C**=Completed **IP**= In Progress **F**=Future)*
Reconciliation of Existing FLAIR Functions and Subfunctions	**4/3/2023**	**N/A**	**IP**
Personalized Agency Working Sessions	**4/3/2023**	**N/A**	**IP**
*Additional tasks will be defined once the Project Schedule is defined	**TBD**	**N/A**	**F**

6 – TRAINING AND STAFFING FOR HELP DESK AND PRODUCTION SUPPORT

Training and Staffing Plan
Provide the status of the implementation of a training and staffing plan for PALM help desk and production support utilizing current help desk and FLAIR resources and identify the status of each item listed (Completed, In Progress, Future).

Required for R&C Category 2 3 4

Task Name	Due Date	Actual Finish Date *(completed)*	Status *(**C**=Completed **IP**= In Progress **F**=Future)*
Q1 Update to the Training Plan	**09/30/2022**	**N/A**	**F**
Q1 Update to the Staffing Plan	**09/30/2022**	**N/A**	**F**
Q2 Update to the Training Plan	**12/29/2022**	**N/A**	**F**
Q2 Update to the Staffing Plan	**12/29/2022**	**N/A**	**F**
Q3 Update to the Training Plan	**3/31/2023**	**N/A**	**F**
Q3 Update to the Staffing Plan	**3/31/2023**	**N/A**	**F**
Q4 Update to the Training Plan	**6/30/2023**	**N/A**	**F**
Q4 Update to the Staffing Plan	**6/30/2023**	**N/A**	**F**

7 – SYSTEM INTERFACE AND AGENCY APPLICATION REMEDIATION

See the Florida PALM Agency Status Report for July 2022 for an update on the progress and cost of each system interface and agency application remediation task, as provided by agencies, required for deployment of PALM functionality.