

Project Sponsor:	Steven Fielder	Project Director:	Jimmy Cox
Status Report Period:	September 1, 2022 – September 30, 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, 2023)

1 – FLORIDA PALM STATUS OVERVIEW

A. Agency Engagement		Required for R&C Category 1 2 3 4
During the month of September, the Department completed the following: <ul style="list-style-type: none"> • Hosted the Change Champion Network Town Hall • Attended the Personalized Agency Working Sessions for FWC and DOT • Shared a learning opportunity with agencies specifically for their Change Champion Network on process mapping • Closed three of the last four CMS remediation tickets 		

B. Implementation Status		Required for R&C Category 1 2 3 4
	Yes	No
	Explain:	
Is the project on schedule? <small>If no, explain why and what corrective action(s) are planned to bring the project back on schedule</small>	✓	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.

B. Implementation Status			Required for R&C Category 1 2 3 4
	Yes	No	Explain:
Is the project currently within budget? <i>If no, explain why and what corrective action(s) are planned to bring the project back within budget</i>	✓		The Project is currently 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) 91 was approved during this period.
Have any risks or issues impacted the project during the reporting period?	✓		During the reporting period, no Issues were opened or closed. Issue 27 remains open, as defined in section three.

C. SPI & CPI <i>Provide SPI and CPI for Current + Last 3 Reporting Periods</i>					Required for R&C Category 3 4
	Past Reporting Period	Past Reporting Period	Last Reporting Period	Current Reporting Period	
Date	June 2022	July 2022	August 2022	September 2022	
Project Schedule Performance Index (SPI)	0.80	0.83	0.85	0.89	
Project Cost Performance Index (CPI)	0.74	0.75	1.01	1.01	
Explanation of SPI/CPI Variance / Trend	The current Schedule Performance Index (SPI) is 0.89. 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 <i>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).</i>				Required for R&C Category 2 3 4
Go/No-Go Decision Name	Contractual Due Date	Actual Finish Date <i>(completed)</i>	Status <i>(C=Completed IP= In Progress F=Future)</i>	
<i>Development of 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.</i>	TBD	N/A	N/A	

B. Scope Changes <i>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.</i>				Required for R&C Category 2 3 4
Scope Change Description	Cost Impact	Schedule Impact	Status <i>(if approved, include approval date and change control form number)</i> / Variance Explanation / Comment	
PCR 91 – CMS Enhancements - Part 3	N/A	Low	Implementation in progress during the reporting period (Approved 9/30/2022).	

3 – IMPLEMENTATION ISSUES / RISKS

A. Implementation Issues Required for R&C Category 2
3 4
List all issues identified, open, occurring, or closed within this reporting period related to implementation of the Financials or Payroll Waves.

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)	N/A	Jimmy Cox

B. Implementation Risks Required for R&C Category 2
3 4
List risks identified, open, occurring, or closed within the reporting period with risk score of 15 or greater.

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

4 – SPEND PLAN

The Florida PALM Project was appropriated \$63,548,688 for FY 2022-23. As of the end of this reporting period, \$15,111,106 in expenses has been projected, \$17,275,849 of the appropriated funds have been released, \$13,376,265 in expenses have been incurred, and \$11,011,754 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			
<i>Provide status tracking for remediation and transition tasks required to replace FLAIR and identify the status of each item listed (Completed, In Progress, Future).</i>			Required for R&C Category 2 3 4
Task Name	Due Date	Actual Finish Date <small>(completed)</small>	Status <small>(C=Completed IP= In Progress F=Future)</small>
Reconciliation of Functional and Technical Requirements	4/3/2023	N/A	IP
Personalized Agency Working Sessions	1/31/2023	N/A	IP
FLAIR Functions and Subfunctions Meetings	1/31/2023	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			
<i>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).</i>			Required for R&C Category 2 3 4
Task Name	Due Date	Actual Finish Date <i>(completed)</i>	Status <i>(C=Completed IP= In Progress F=Future)</i>
Q1 Update to the Training Plan	09/30/2022	9/30/2022	C
Q1 Update to the Staffing Plan	09/30/2022	9/30/2022	C
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 September 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 Florida PALM functionality.