

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

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

- The SSI Contract Amendment 8 was executed
- Introduced the next major implementation to agencies through a [video](#) announcement and new dedicated [webpage](#)
- Redesigned the Florida PALM website [homepage](#) for ease of navigation
- Published the third quarter Florida PALM [reporting update](#)
- Published a new [interactive graphic](#) to assist agencies' understanding the Florida PALM Chart of Accounts
- Debuted the upcoming inaugural [Sponsor Summit](#) specifically designed for Agency Sponsors support
- Published a [new agency task](#) to inventory active reports using FLAIR data as a part of this year's agency focus on current state analysis

B. Implementation Status Required for R&C Category

	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 key administrative activities, required reporting activities and requirements reviews. Amendment 8 to the SSI Contract was executed on April 26, 2023, and the major implementation dates have been established. The first Deliverable is a Project Schedule for the next major implementation.
Will the project complete on schedule?	✓		The detailed Project Schedule for the Financials and Payroll Waves is being created as the first Deliverable of Amendment 8 to the SSI Contract.
Is the project currently within budget? <small>If no, explain why and what corrective action(s) are planned to bring the project back within budget</small>	✓		The Project is currently within budget.

B. Implementation Status			
Required for R&C Category 1 2 3 4			
	Yes	No	Explain:
Will the project remain within budget?	✓		Spend Plan details provided in section four.
Were any Project Change Requests approved during this reporting period?		✓	
Have any risks or issues impacted the project during the reporting period?	✓		During the reporting period, no Risks or Issues were opened. Issue 27 was closed, 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	January 2023	February 2023	March 2023	April 2023
Project Schedule Performance Index (SPI)	0.86	0.83	0.83	0.85
Project Cost Performance Index (CPI)	0.98	0.98	0.99	0.98
Explanation of SPI/CPI Variance / Trend	The current Schedule Performance Index (SPI) is 0.85. The Project Schedule being used at this time is limited to key administrative activities, required reporting activities and requirements reviews. The detailed Project Schedule for the Financials and Payroll Waves is being created as the first Deliverable of Amendment 8 to the SSI Contract.			

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 1 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>
SG1 - Ready to Start Build	TBD	N/A	F
SG2 - Ready to Begin System Testing	TBD	N/A	F
SG3 – Ready to Begin UAT	TBD	N/A	F

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>
SG4 – Agency Readiness	TBD	N/A	F
SG5 – Deployment Readiness	12/17/2025	N/A	F
SG6 – Confirm Deployment	12/30/2025	N/A	F
SG7 – Go-Live	1/6/2026	N/A	F

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) / Variance Explanation / Comment</i>
Amendment 8	\$44,149,764	Go Live Date of January 2026	Approved by the ESC on March 29, 2023 meeting and executed on April 26, 2023.

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	Closed	Critical	With the execution of Amendment 8, the detailed Project Schedule will be provided as a deliverable (D635) with an updated Project Schedule.	4/26/2023	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, \$32,632,558 in expenses has been projected, \$39,402,228 of the appropriated funds have been released, \$31,478,645 in expenses have been incurred, and \$29,398,358 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 <i>(completed)</i>	Status <i>(C=Completed IP= In Progress F=Future)</i>
*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>
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 April 2023 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.