Project Sponsor:	*Steven Fielder*	**Project Director:**	*Jimmy Cox*
Status Report Period:	*February 1, 2023 – February 28, 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 1 2 3 4

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

- Implemented two system enhancements: Journal ID field and the Reconciled Deposit Report query. Both enhancements improve the system experience for end users.
- Hosted thirteen sessions to review system requirements with the Advisory Council and their designated subject matter experts as part of Amendment 8 reviews.
- Reviewed various Amendment 8 contract and attachment documents with the Executive Steering Committee.
- Continued support of agencies as they define their current uses of FLAIR Data Elements.

B. Implementation Status

Required for R&C Category 1 2 3 4

	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 key administrative activities, required reporting activities and requirements reviews. A new timeline 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 Amendment 8 is in progress, 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 remains focused on key administrative activities, required reporting activities and requirements reviews. 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
	Yes	No	Explain:
Is the project currently within budget? *If no, explain why and what corrective action(s) are planned to bring the project back within budget*	✔		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?		✔	
Have any risks or issues impacted the project during the reporting period?	✔		During the reporting period, no Risks or Issues were opened or closed. Issue 27 remains open, as defined in section three.

C. SPI & CPI *Provide SPI and CPI for Current + Last 3 Reporting Periods*				Required for R&C Category
	Past Reporting Period	Past Reporting Period	Last Reporting Period	**Current Reporting Period**
Date	November 2022	December 2022	January 2023	February 2023
Project Schedule Performance Index (SPI)	0.86	0.86	0.86	0.83
Project Cost Performance Index (CPI)	1.00	1.01	0.98	0.98
Explanation of SPI/CPI Variance / Trend	The current Schedule Performance Index (SPI) is 0.83. The Project Schedule being used at this time is limited to key administrative activities, required reporting activities and requirements reviews. A new Contract amendment is being developed that will inform a new or updated Project Schedule.			

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 8 will align Go/No-Go Decisions for the Financials and Payroll Waves.	**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
N/A			

3 – IMPLEMENTATION ISSUES / RISKS

A. Implementation Issues   Required for R&C Category

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

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, $26,625,145 in expenses has been projected, $32,640,235 of the appropriated funds have been released, $26,625,145 in expenses have been incurred, and $25,103,931 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 Functional and Technical Requirements	**4/3/2023**	**N/A**	**IP**
FLAIR Functions and Subfunctions Meetings	**2/17/2023**	**2/24/2023**	**C**
*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
Task Name	Due Date	Actual Finish Date *(completed)*	Status *(C=Completed IP= In Progress F=Future)*
Q3 Update to the Training Plan	**3/31/2023**	**N/A**	**IP**
Q3 Update to the Staffing Plan	**3/31/2023**	**N/A**	**IP**
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 February 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.