

FloridaPALM

Planning, Accounting, and Ledger Management



ADVISORY COUNCIL MEETING

APRIL 16, 2025



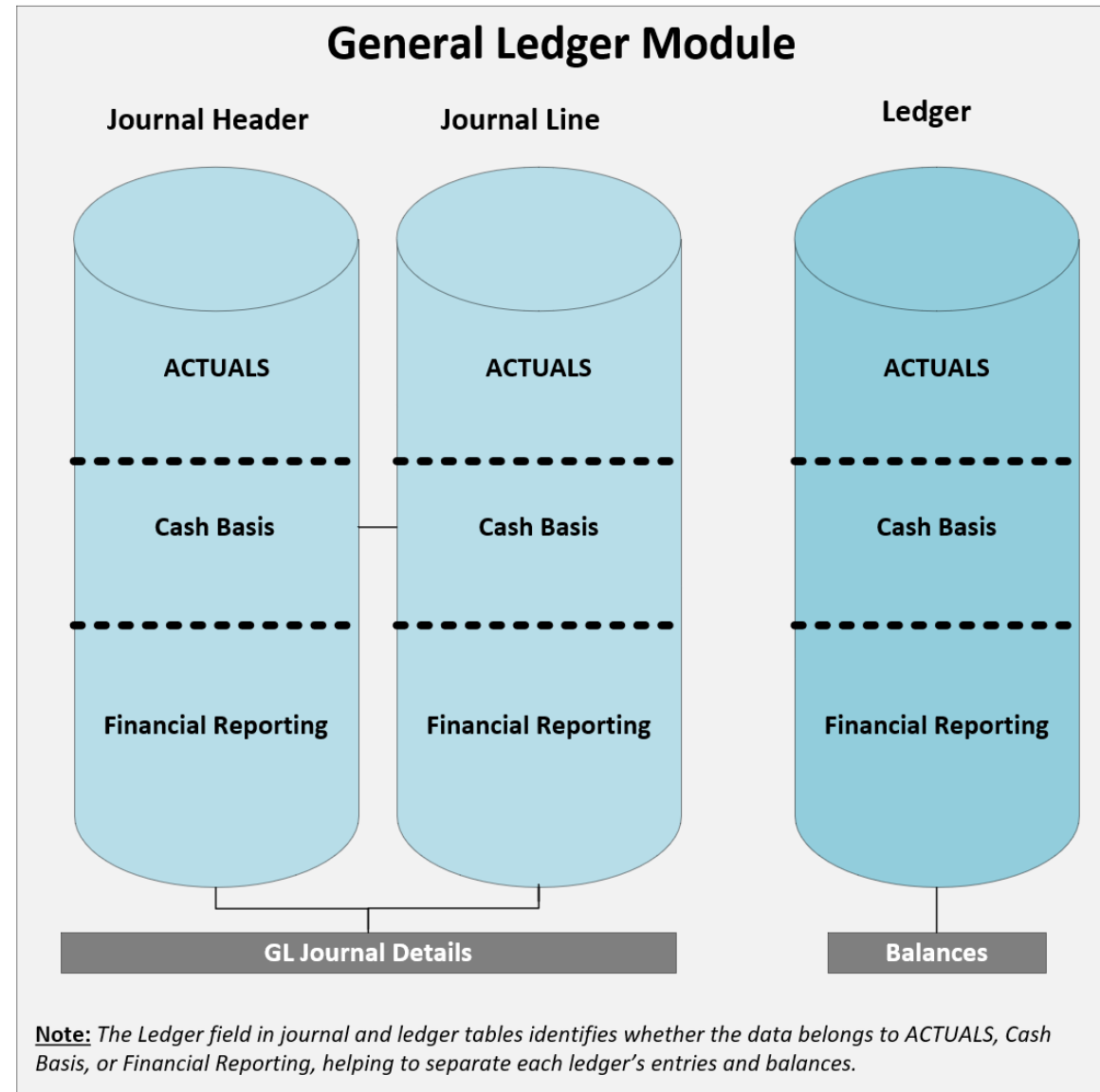
LEDGER STRUCTURE

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YOGESH DESHMUKH



Ledger Structure

- ▶ The diagram provides a high-level view of the Florida PALM General Ledger Module.



Ledger Structure

ACTUALS Ledger



Source: Source Modules (AP, AR, AM, CM, IU and Payroll) create accounting entries.



Journal Creation: Journal Generator (JGEN) converts these entries into **ACTUALS** GL Journals.

- Once these journals are posted, the amounts are reflected to the **ACTUALS** Ledger balances, within the GL module.



Online GL Journals: Agencies and DFS users can create journal entries directly in the ACTUALS ledger for accounting adjustments. Entries can be created in three ways:

- Manually using the GL Journal pages
- GLI011 – Journal Spreadsheet Upload
- GLI006 – Inbound Journal Entry Interface



Reconciliation: SDE011 – Source Module to GL Reconciliation Tool: Used to reconcile source modules to the ACTUALS Ledger.

Cash Basis Ledger



Source: A custom Cash Basis process (GLE012) derives cash accounting entries from source modules (AP, AR, AM, CM, IU and Payroll) and loads entries into Custom Cash Basis accounting entry tables.



Journal Creation: Journal Generator converts Cash Basis entries into **Cash Basis** GL Journals.

- Once these journals are posted, the amounts are reflected to the **Cash Basis** Ledger balances, within the GL module.



Online GL Journals: Direct or online GL journal entries are **not** allowed in the Cash Basis ledger. All GL adjustments in the Cash Basis Ledger come only from the ACTUALS Ledger.



Reconciliation: The Cash Basis Transaction Reconciliation Report (GLR171) is a custom report that helps users check if the Fund Cash balance matches between the Actuals Ledger and the Cash Basis Ledger at the transaction level.

Financial Reporting Ledger



Source: All posted ACTUALS journals (including source module journals posted to ACTUALS ledger).



Journal Creation: A custom Financial Reporting Ledger process (GLE014) derives Financial reporting accounting entries and converts these entries into **Financial Reporting** GL Journals.

- Once these journals are posted, the amounts are reflected to the **Financial Reporting** Ledger balances, within the GL module.



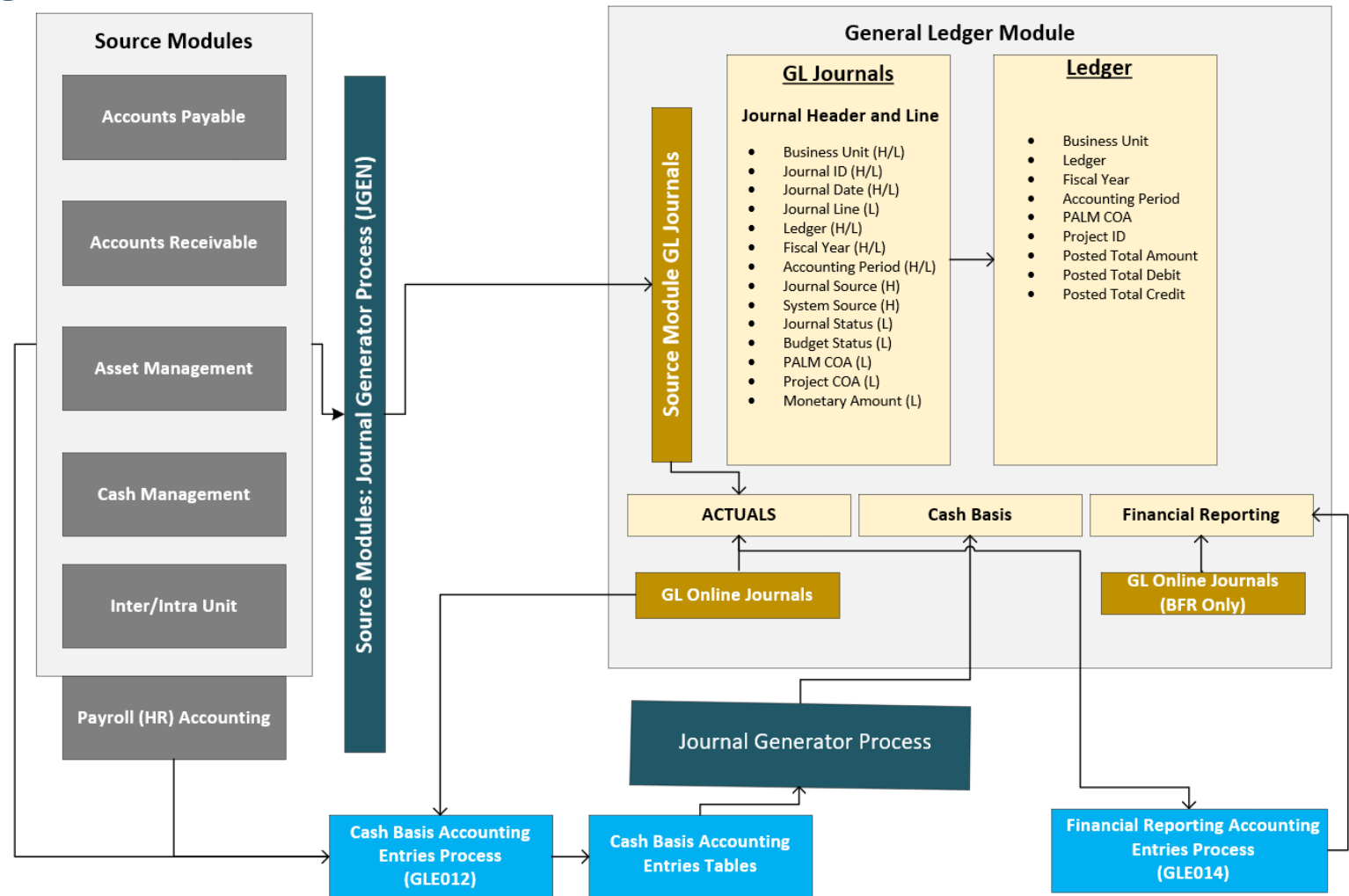
Online GL Journals: Only BFR users can create journal entries directly in the Financial Reporting Ledger for Financial Reporting accounting adjustments.



Reconciliation: Accounting and Auditing team use an external process to reconcile with the ACTUALS Ledger as part of their financial reporting activities.

Ledger Structure

- ▶ The diagram provides a high-level view of the Florida PALM Ledger Architecture.

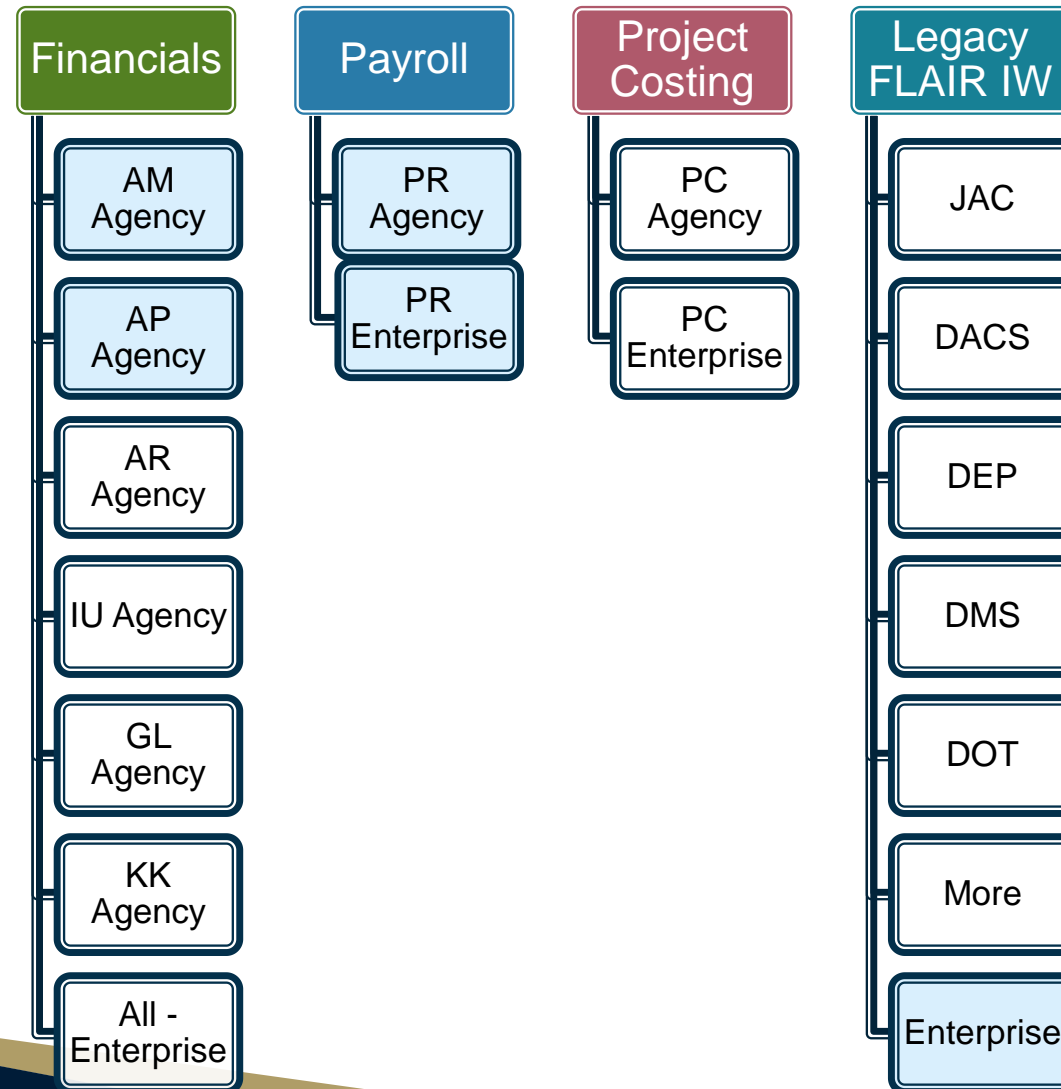


DATA WAREHOUSE / BUSINESS INTELLIGENCE

JENNIFER REEVES & BRIAN KRESS



Data Warehouse Folders & Datasets



DW/BI – Subject Areas for Florida PALM Data

▶ Asset Management

- Financials – Asset Acquisitions
- Financials – Asset Balance
- Financials – Asset Depreciation
- Financials – Asset Lease Payment
- Financials – Asset Overview
- Financials – Asset Retirement
- Financials – Asset Utilization

▶ Accounts Payable

- Financials – AP Balance
- Financials – AP Holds
- Financials – AP Invoice Aging
- Financials – AP Overview
- Financials – AP Transactions

▶ Accounts Receivable

- Financials - AR Balance
- Financials - AR Invoice Aging
- Financials – AR Overview
- Financials – AR Transactions



DW/BI – Subject Areas for Florida PALM Data

- ▶ Inter/IntraUnit Transfers
 - Custom data with work in progress
- ▶ Commitment Control
 - Financials – Budget and Expenses
 - Financials – Budgetary Control – Detail Transactions
 - Financials – Budgetary Control – Expense
 - Financials – Budgetary Control – Revenue
- ▶ General Ledger
 - Financials – GL Balance Sheet
 - Financials – GL Budget and Expenses
 - Financials – GL Cash Flow
 - Financials – GL Detail Transactions
 - Financials – Account Reconciliation
 - Financials – Revenue Analysis



DW/BI – Subject Areas for Florida PALM Data

- ▶ Payroll
 - Human Resources – Payroll
- ▶ Project Costing
 - Project – Budget
 - Project – Commitment
 - Project – Cost
 - Project – Forecast

Project, grant and contract ChartFields are available in all modules. Reports in other areas should also be used to monitor these activities.



DW/BI Reporting Roles

- ▶ Capabilities: Consumer or Author
- ▶ Folder/Dataset
 - Financials
 - Payroll
 - Project Costing
 - Legacy FLAIR IW
- ▶ Security Level
 - Protected data
 - Agency End User
 - Enterprise End User



DW/BI General Reporting Capabilities

- ▶ Run a report
- ▶ Filter/Prompt using parameters
- ▶ Schedule a report
- ▶ Set up email alerts
- ▶ Print or download a report
- ▶ Choose an output type
- ▶ Distribute/attach reports
- ▶ Add reports as favorites
- ▶ Create a query
- ▶ Modify a query (drag & drop)
- ▶ Share a query (privately)
- ▶ Publish a query (DFS only)
- ▶ Create a Dashboard

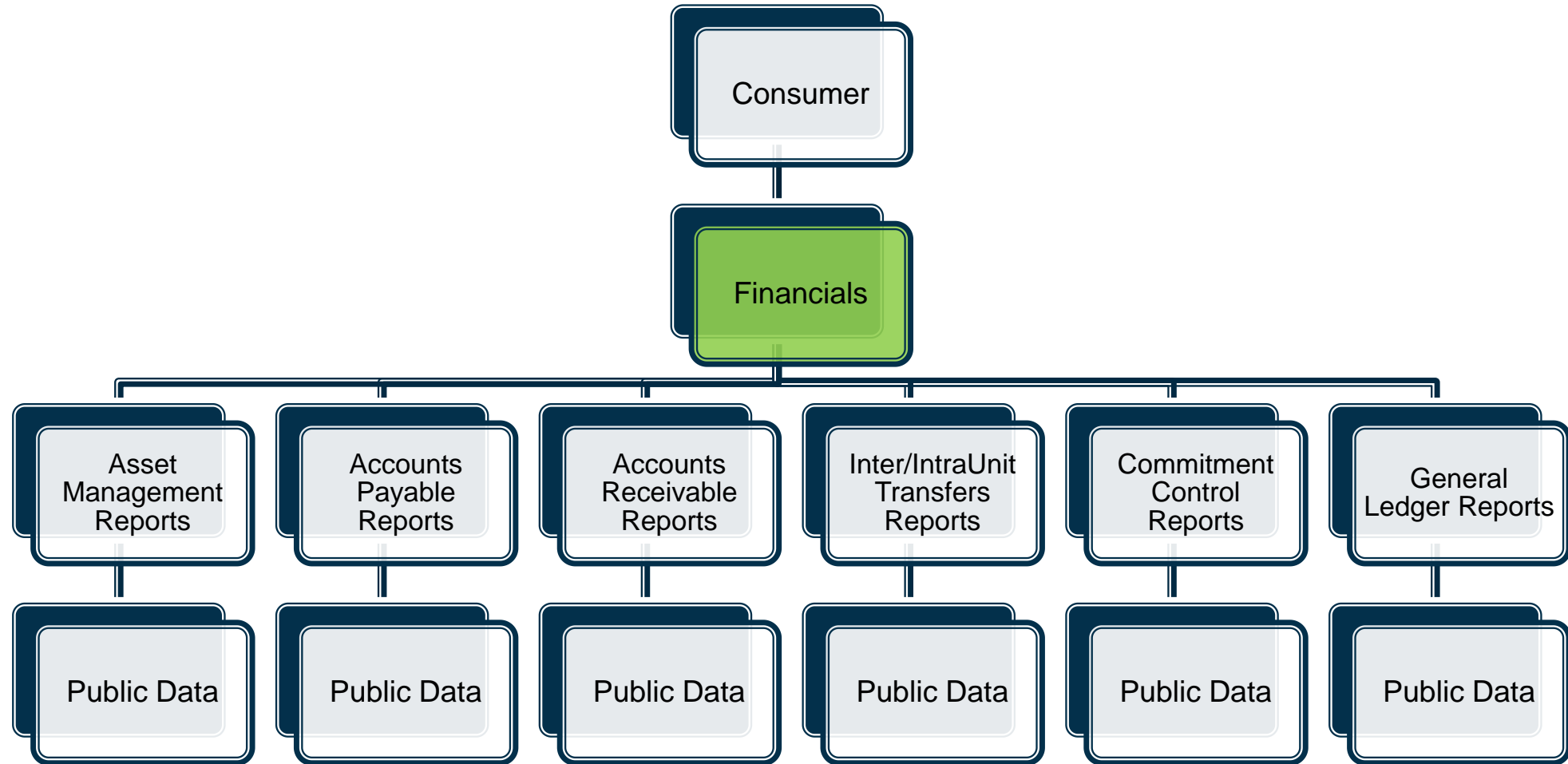
Consumer

Author



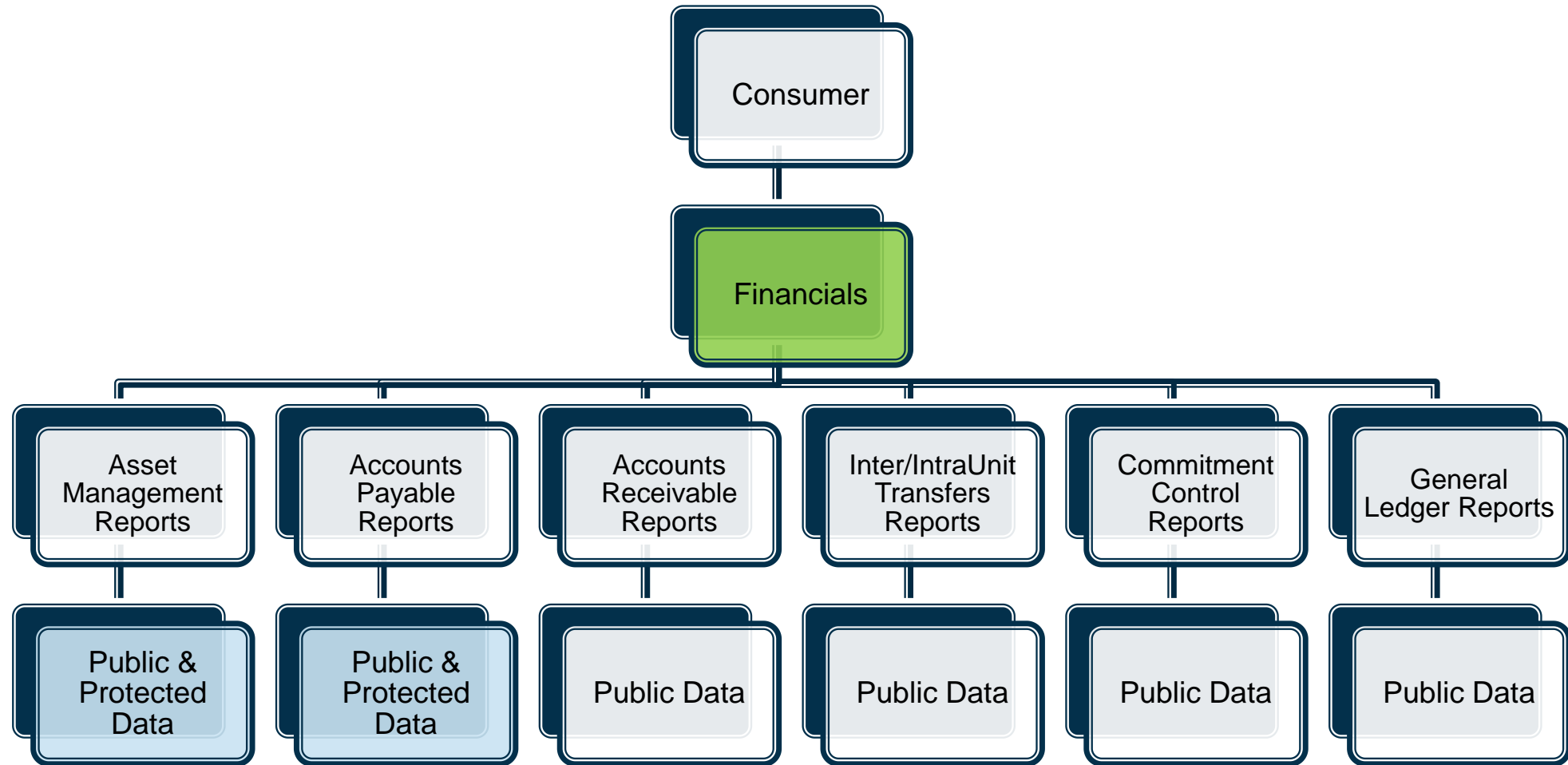
Agency Role: **Financials** (Consumer)

Security Level: Public Data



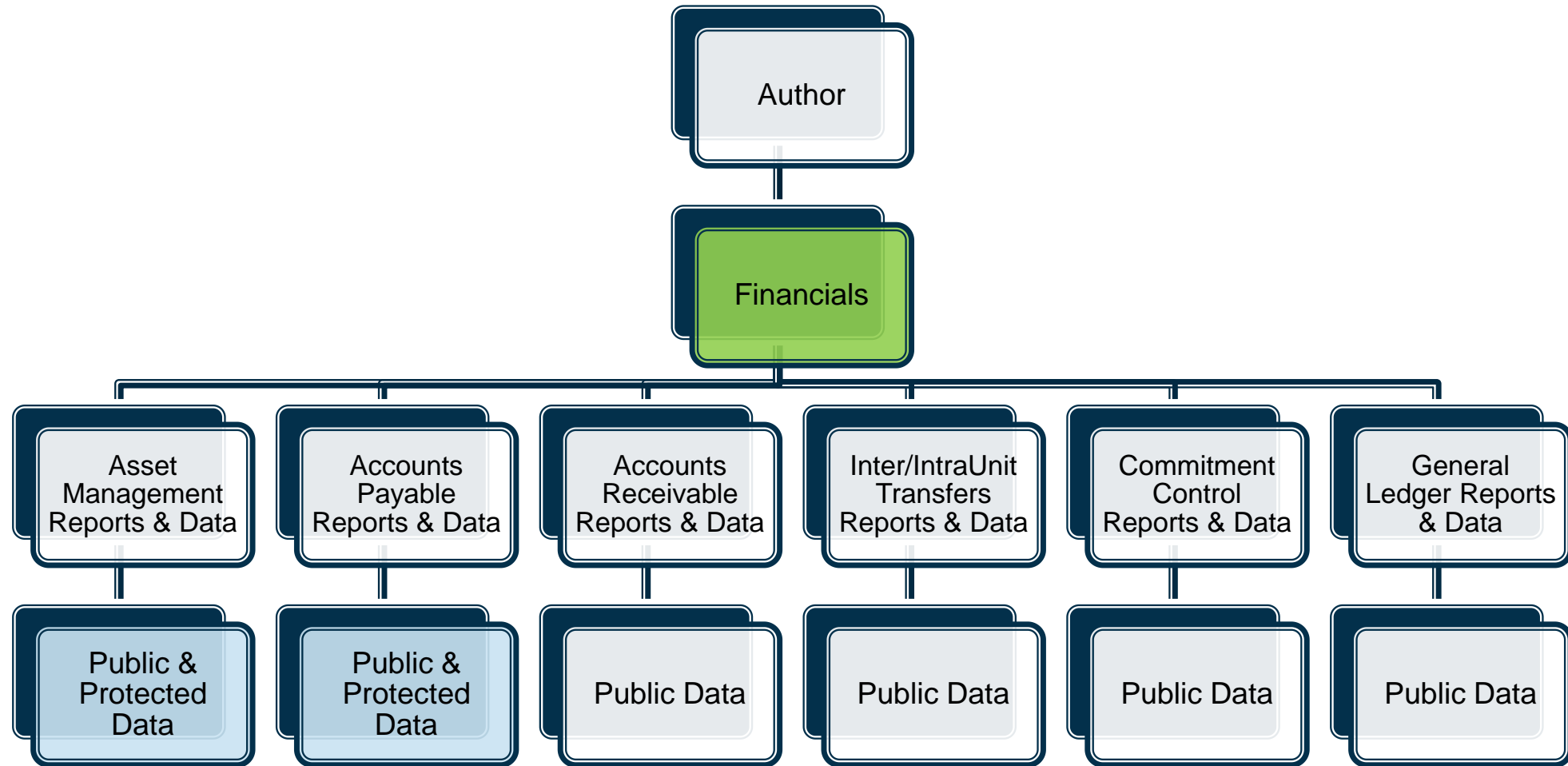
Agency Role: **Financials** (Consumer)

Security Level: Public & Protected Data



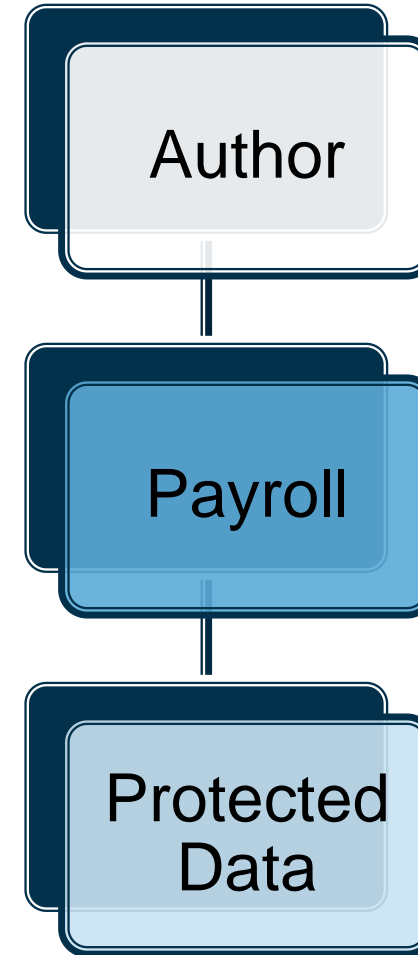
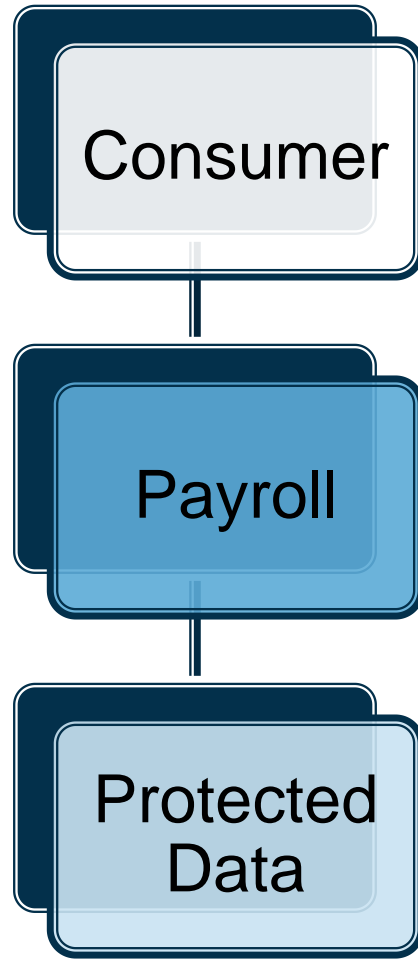
Agency Role: **Financials** (Author)

Security Level: Public & Protected Data



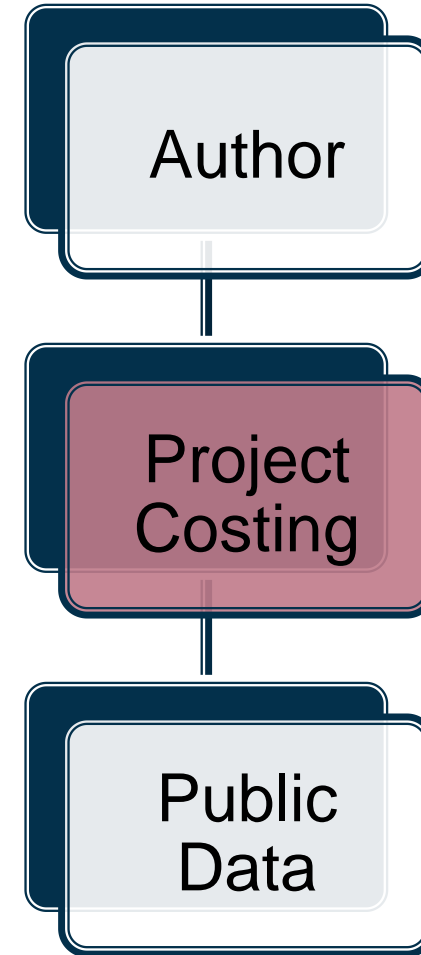
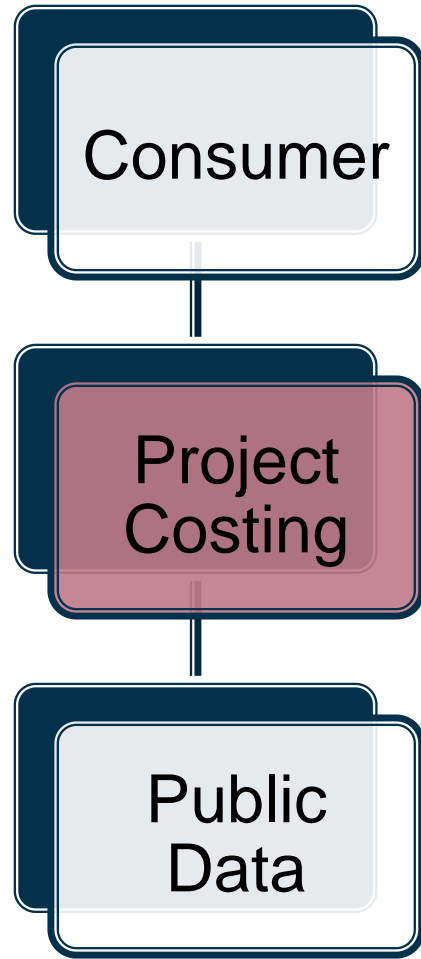
DW/BI - Payroll

Security Level: Public & Protected Data



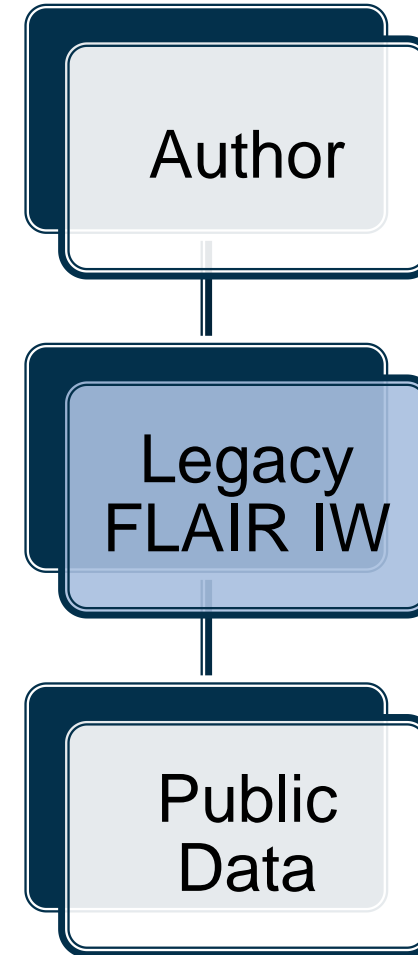
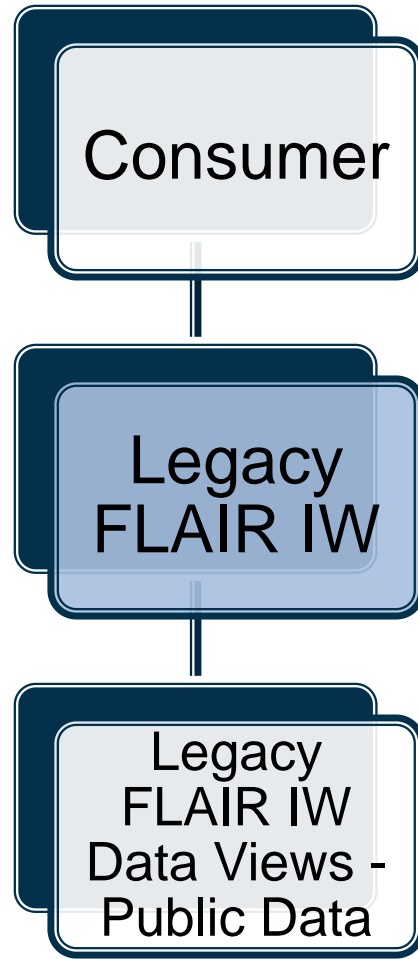
DW/BI - Project Costing

Security Level: Public Data



Roles: Legacy FLAIR Information Warehouse

Security Level: Public Data



DW/BI – Legacy FLAIR IW Datasets

- ▶ DW/BI will use the Legacy FLAIR data structure
- ▶ Includes use of Legacy FLAIR IW Data Views
- ▶ Agency information is segregated by folder
- ▶ Authors can use Florida PALM & Legacy FLAIR IW Data
 - For example, reports available at go-live
 - GLR168 – Multi-Year Project, Contract, or Grant Activity Summary Report
 - PRR069 – Annual Leave Payments Report



End User Role Mapping Considerations

- ▶ What information is needed?
 - Florida PALM: Business Process
 - DW/BI: Folders/Datasets

- ▶ What role capabilities are needed?
 - Florida PALM: Reporter
 - DW/BI: Consumer or Author

- ▶ What access level is appropriate for the user?
 - Public Data
 - Protected Data (AM, AP, PR)
 - Users must be authorized to access protected data



End User Role Mapping Guidance

Consumers

- Active report or data user on a recurring basis (daily, weekly, or monthly)
- Super users and problem solvers
- May have Florida PALM Maintainer or Reconciler roles
- Report or research data across modules, business processes, and fiscal years
- Responsible for reporting on programs, projects, grants or contracts
- Distributes reports to others within the agency



End User Role Mapping Guidance

Authors

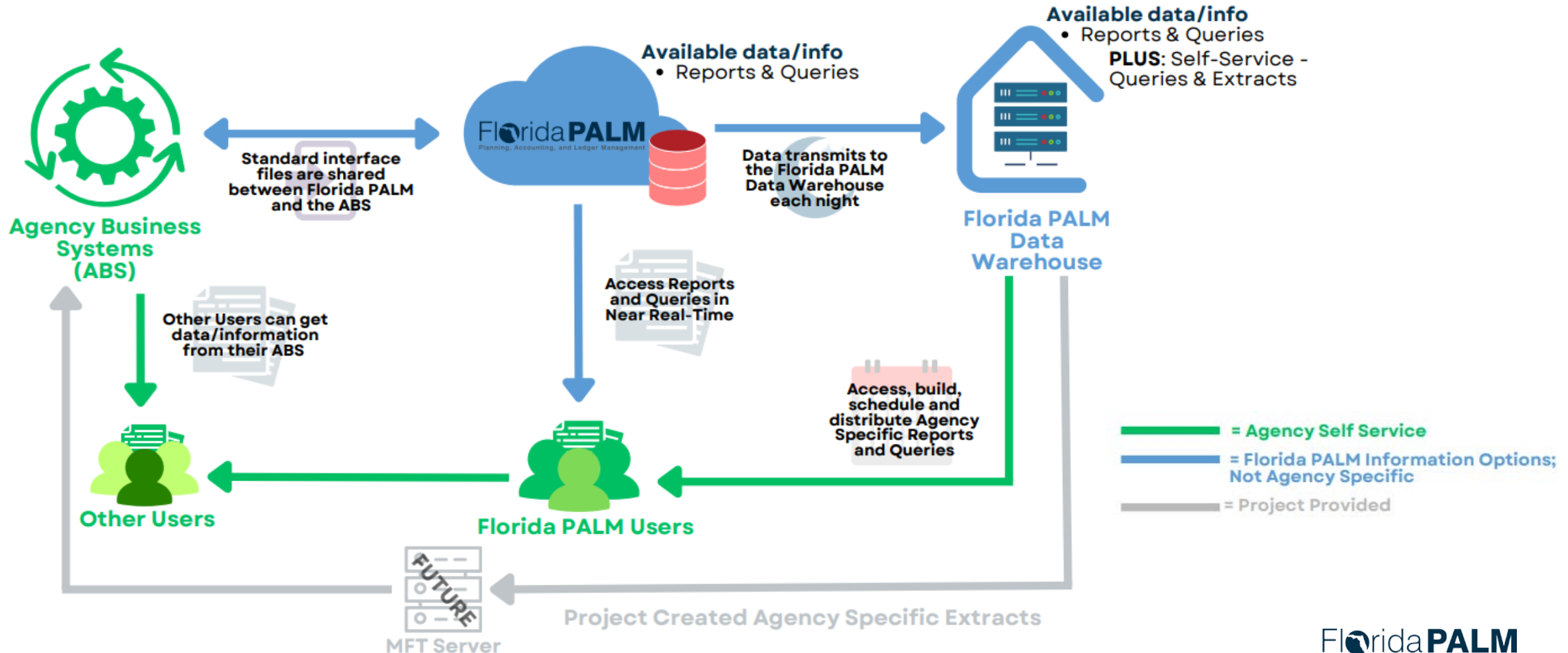
- Responsible for writing queries on a recurring basis (daily, weekly, or monthly)
- Assign to experienced users with a functional knowledge of the business processes and data
- Access includes drag and drop capabilities to create or modify queries using data within the subject areas and datasets to meet agency-specific targeted needs
- Create dashboards for agency specific needs
- Replaces the Florida PALM Query Writer role used in CMS Wave (since that role will be retired)



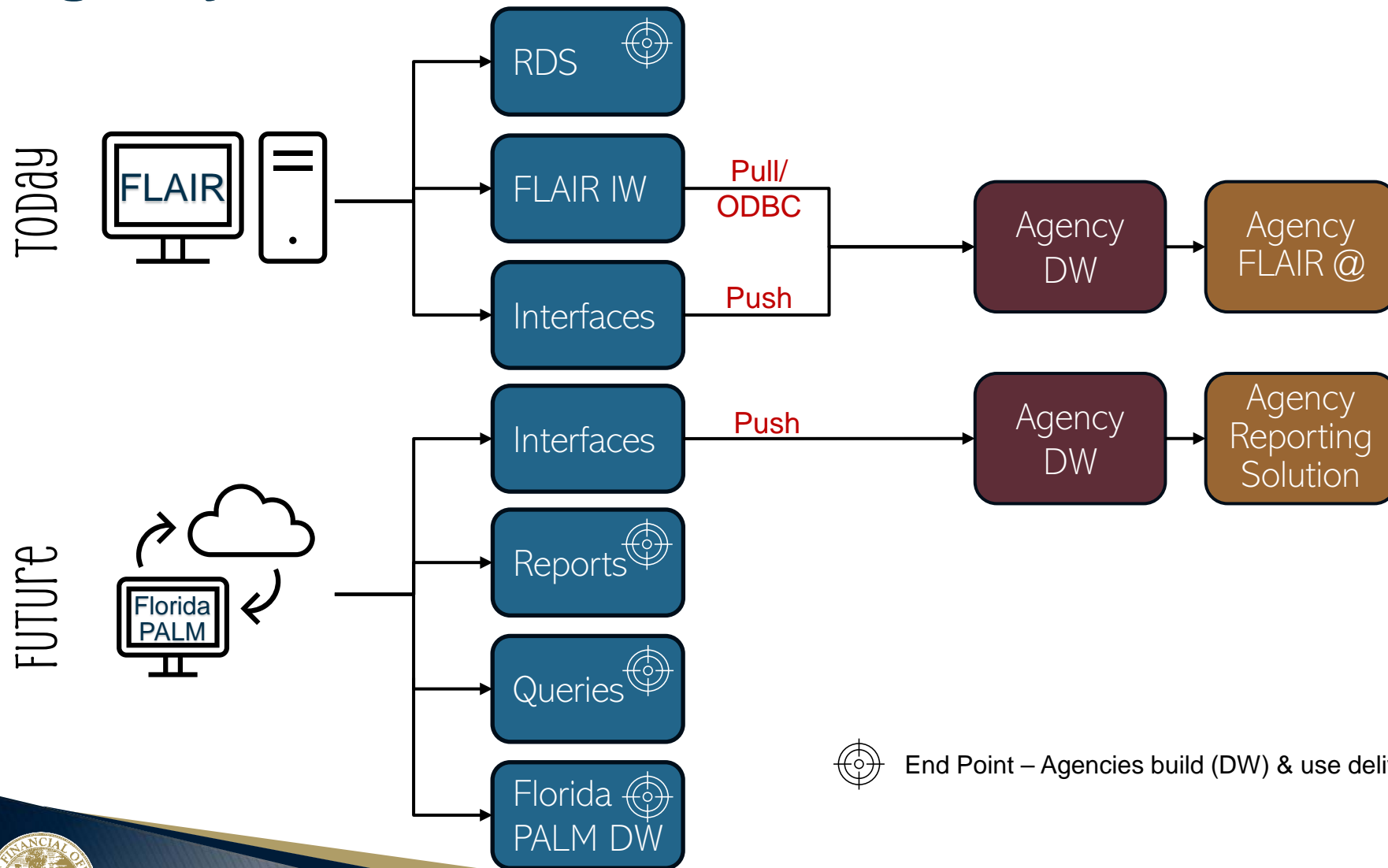
DW/BI PRESENTATION APPENDIX



Overview of Information Options



Agency Data Warehouse Interaction with Florida PALM, DW/BI

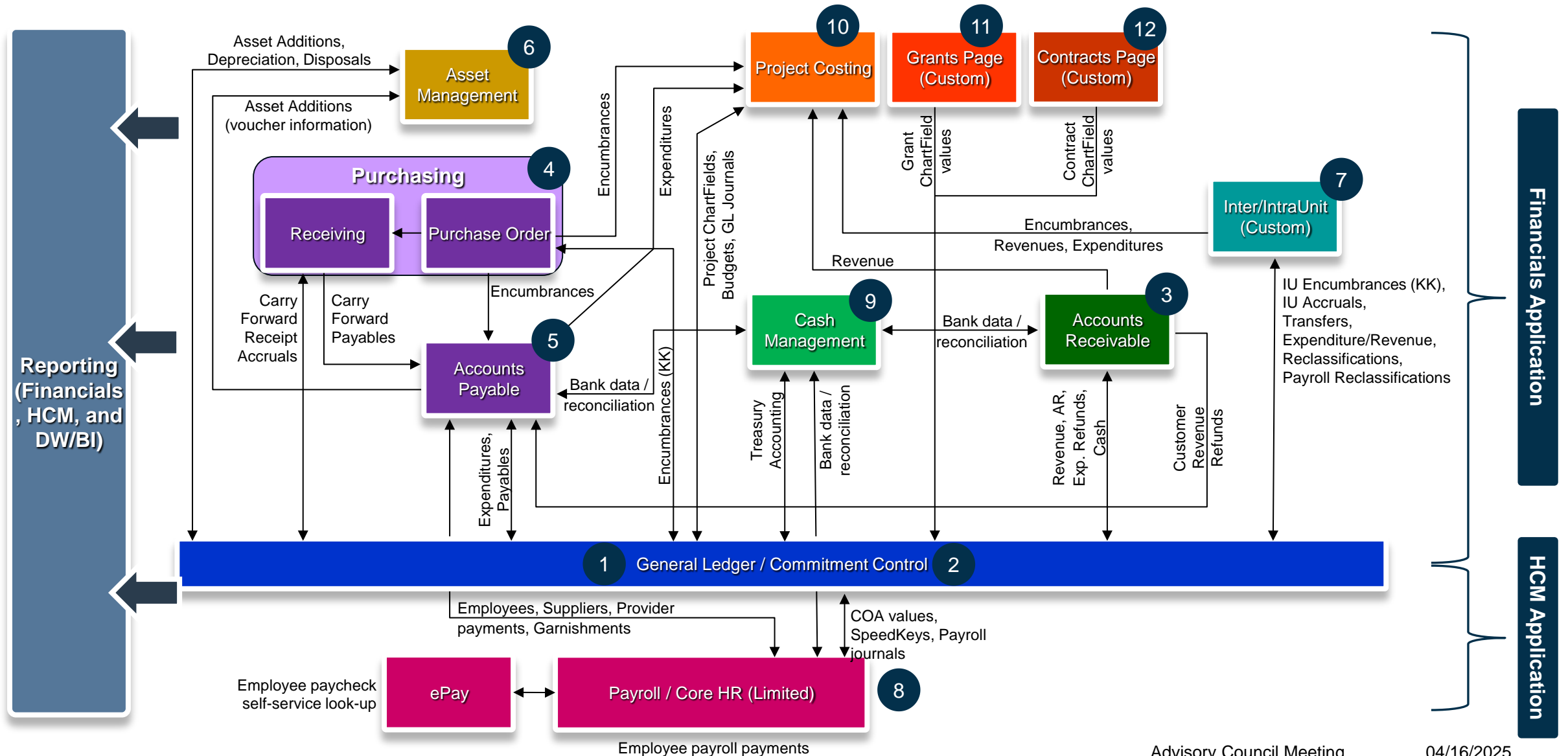


Reporting from Florida PALM vs. DW/BI:

Reporting Solution	Florida PALM (PeopleSoft)	Data Warehouse (Oracle Analytics Cloud)
Report Type(s)	Primarily Operational Other types if real-time data is needed	Primarily Analytical, Statutory, Historical, and Strategic
Florida PALM Data	All Florida PALM data	Subset of Florida PALM data
Legacy Information	Limited to information loaded as part of conversions	IW Data
Data Refresh Schedule	Real-time or near real-time	Nightly data refreshes
Report Complexity	Mostly simple calculations or logic; few BI reports	Simple to complex calculations or logic; more BI reports
Key Reporting Tools	PS Query; BI Publisher (BIP)	BI Classic, BIP



Florida PALM Module Interactions



Reporting Resources

► Knowledge Center

- [DW/BI Overview](#)
- [Reports Catalog](#)
 - Reports
 - Source (Florida PALM or DW/BI), Description, sample, prompts, report columns, report audience
- Data
 - [Interface Catalog](#)
 - Fields & Definitions
 - [Configured Data Values](#)
 - [Chart of Accounts](#)

► Florida PALM website

- [Reporting Approach](#)
- [Data Protection Approach](#)
- Meetings & Workshops
 - Testing Preparation Workshop, 11/14/2024
Data Warehouse Business Intelligence Demo
 - [Video](#)



WALK ON TOPICS



Knowledge Center Change Log

Florida PALM Knowledge Center Change Catalog

Description

The Florida PALM Knowledge Center Change Catalog, maintained by the Project within Smartsheet and linked below, serves as a resource for viewing all changes in the Florida PALM Knowledge Center. While version history will continue to be a source for all changes on a Knowledge Center article, the Florida PALM Knowledge Center Change Catalog in Smartsheet will assist in giving you a view of each update made in the Knowledge Center across multiple locations.

Below is an outline of the critical columns within the listing:

- Date Logged** – The date in which the update was logged on the Florida PALM Knowledge Center Change Catalog
- Update Type** – The type of update categorized by New, Updated, or Removed. Below are the descriptions of these categories:
 - New** – A brand-new article that has been created and published for the first time. This may cover a new topic, feature, or process that was not previously documented.
 - Updated** – An existing article that has been revised to reflect new information, correct errors, improve clarity, or include additional details. Updates may involve content edits, new screenshots, or enhancements.
 - Removed** – An article that has been archived or deleted because it is no longer relevant, has been replaced by a newer version or contains outdated information that is no longer applicable.
- Article Name** – Name of the article in the Knowledge Center.
- Topic/Section** – Breadcrumb of the Knowledge Center article.
- Update Description** – A brief description of what update was made to the Knowledge Center article.
- Version History Date** – The date in which the Version of the article was updated.

Here is the list of all Knowledge Center Changes: [Florida PALM Knowledge Center Change Catalog - Smartsheet.com](#)

	Date Logged	Update Type	Article Name	Topic/Section	Update Description	Version History Date
1	04/02/25	Update	90.1.3 Define Project Budget	Business Processes > Projects Management > 90.1 Create and Maintain Projects	Clarified Project ledger budget in Business Process Overview and Business Process Flow Details	04/02/25
2	04/02/25	Update	90.1.5 Monitor and Closeout Project	Business Processes > Projects Management > 90.1 Create and Maintain Projects	Updated PCR008 Name and Description in Key Report Section	04/02/25
3	04/03/25	New	Appendix A – Project Structure	Business Processes > Projects Management > 90.1 Create and Maintain Projects	Original Version	04/03/25
4	04/03/25	New	Appendix B – Project Budgets	Business Processes > Projects Management > 90.1 Create and Maintain Projects	Original Version	04/03/25
5	04/03/25	Update	Contract Expenditures Report (APR051)	Reports Catalog > Accounts Payable Module Reports	Added Report Audience: AP Reporter Confidential AP Viewer	04/03/25
6	04/07/25	Update	GR Service Charge Report (IUR002)	Reports Catalog > Inter/IntraUnit Module Reports	Added content to Report Sample Layout, Report Prompts, and Report Columns section.	04/07/25
7	04/08/25	Update	Multi-Year Project, Contract or Grant Activity Summary Report (GLR168)	Reports Catalog > General Ledger Module Reports	Added content to Report Sample Layout, Report Prompts, and Report Columns section.	04/08/25
8	04/08/25	Update	Preliminary Payroll Cash and Budget Balance Report (PRR023)	Reports Catalog > Payroll Module Reports	Additional selection criteria added to the report	04/08/25
9	04/09/25	Update	Revenue Report (KKR023)	Reports Catalog > Commitment Control Reports	Added content to Report Sample Layout, Report Prompts, and Report Columns section.	04/09/25
10	04/09/25	Update	Schedule of Allotment Balance Report (KKR008)	Reports Catalog > Commitment Control Reports	Updated Report Layout and added Report Sample Layout and Selection Criteria.	04/09/25

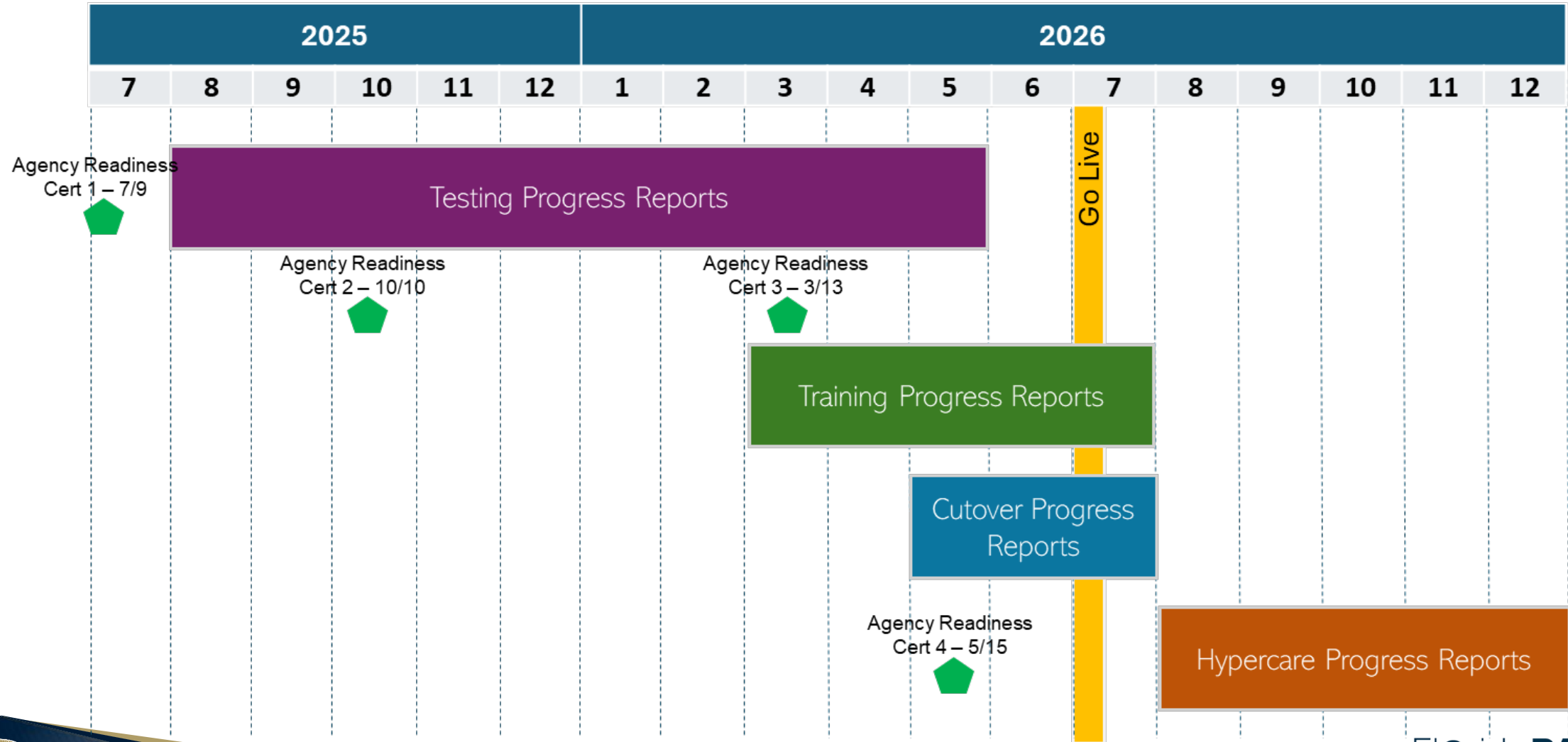


Readiness Workplan Updates

- ▶ New columns
 - Task Type (Configuration, Conversion, Role Mapping, UAT, etc.)
 - Alignment to Readiness Certification
- ▶ Removing recurring tasks to manage risks and issues. Activity and confirmation to be included in Bimonthly Status Report submission.
- ▶ Removing generalized tasks and adding new monthly Progress Report Tasks as agencies execute Testing, Training, Cutover, and Hypercare.



Readiness Workplan Updates



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