

FloridaPALM

Planning, Accounting, and Ledger Management



ADVISORY COUNCIL MEETING

AUGUST 20, 2025



Mock 3 Conversion Results and Data Cleansing

- ▶ **Tasks** (including Instructions and Supplementals) were released on 8/11 that:
 - provided Mock 3 results (587-A, B, and C),
 - requested updated conversion field mapping (661), and
 - requested updated configuration workbooks (662).
- ▶ **Data cleansing** will be an ongoing task until go live
- ▶ **Open Discussion Questions:**
 - What is your agency doing to address cleansing needs?
 - What are blockers that you're experiencing?
 - What questions do you have / support do you need?



A&A Resources

Email Contacts

- ▶ AcctAudTransformationSupport@MyFloridaCFO.com
 - Master Balance File Cleanup/ Data Management
 - UAT Collaboration
 - Supplemental Mock Conversion Support
 - New Property Data Combinations for 060000 Category Conversion
 - When in doubt... use this email
- ▶ NewAccountCode@MyFloridaCFO.com
 - FLAIR/Florida PALM Account Requests (Follow current day process)
 - Reactivation of FLAIR Statewide Data Values
 - Operational (CMS Wave) Florida PALM Data or Crosswalk Maintenance

Website:

[A&A's Florida PALM Connection](#) – A&A Florida PALM Updates (UAT, Works, Financial Policy, etc.)

- ▶ StatewideVendorFile@MyFloridaCFO.com
 - Statewide Vendor File Maintenance
- ▶ FACTS.Info@MyFloridaCFO.com
 - FLAIR/FACTS Data Discrepancies
- ▶ Access2PALM@MyFloridaCFO.com
 - SOD Conflicts Questions
- ▶ DFSFinancialEd@MyFloridaCFO.com
 - General FLAIR Questions



Interface Testing

- ▶ Enterprise Partner and Third-Party Testing
- ▶ Agency Testing Began 8/1
 - Status
 - What is Going Well
 - Where Can We Improve
 - Coordination is Key



Enterprise Partner Interface Testing

- ▶ Technical Testing began late June
 - Technical Testing began late June
 - Test Execution Results (as of 8/18)
 - 77% of the inbound interfaces have been tested
 - 74% of the outbound interfaces have been tested

Enterprise Partner Interface Testing	
5 Enterprise Partners	78 Interface Work Units
31 Inbound Connections	24 Interface Test Executions
47 Outbound Connections	35 Connections Tested



Agency Interface Testing

- ▶ Technical Testing began August 1st
 - 200 Interface connections planned for August
 - Test Execution Results (as of 8/18)
 - 30% of Inbounds have been tested
 - 15% of Outbounds have been tested

Agency Interface Testing	
38 Agency Partners	421 Interface Work Units
143 Inbound Connections	42 Interface Test Executions
278 Outbound Connections	43 Connections Tested



Interface Testing – What's Working?

- ▶ Daily Touchpoint Meetings
- ▶ Real data testing and business scenarios
 - Helps identify configuration updates needed (both system and agency defined)
 - Discovering changes that will influence run control setup and batch design
 - Testing now will help UAT run smoother
 - Value for developing future operational support procedures



Interface Testing – What Can We Do Better?

- ▶ Coordination is Key!
 - Important for inbound, and especially outbound, files
 - Use your SS Technical Interface Testing Sheet to notify the Project of new test files
 - Wait to download and test outbound files until notified by the Project
- ▶ The Project working to improve response time
 - Added two additional resources to assist with testing and coordination
 - Revising outbound file generation to ensure test files are delivered to your agency Outbound MFT folder only when expected
- ▶ Interface Error Log Formatting
 - We are actively logging issues found that can affect error log formatting
 - Commas in error messages
 - Error message content



Interface Testing – What Can We Do Better?

- ▶ Error Log Data Elements
 - Error messages use delivered DB column names
 - Several fields have been repurposed to capture Florida specific ChartFields
 - When reviewing error logs, it may be helpful to keep a cheat sheet on hand for translating the technical column names in the error message to the ChartField
 - This crosswalk is available on the Knowledge Center

Functional Data Element	PALM Data Field Name
Business Unit	BUSINESS_UNIT_GL
Organization	DEPTID
Fund	FUND_CODE
Budget Entity	BUDGET_REF
Category	PRODUCT
State Program	CHARTFIELD2
Grant	PROGRAM_CODE
Contract	CHARTFIELD1
OA1	CLASS_FLD
OA2	CHARTFIELD3
PC Business Unit	BUSINESS_UNIT_PC
Project	PROJECT_ID
Activity	ACTIVITY_ID
PC Source Type	RESOURCE_TYPE
PC Category	RESOURCE_CATEGORY
PC Subcategory	RESOURCE_SUB_CAT



Interface Testing – Reminders

- ▶ It should be difficult this early in testing
- ▶ Errors are good for testing, not so much in Production
- ▶ Inbound test results will not be available immediately
 - 2–3- business day turnaround
 - Project interface testing team reviews results of each test file before uploading to MFT for retrieval
 - We are testing with multiple agencies simultaneously
 - Resolving data conversion issues found through interface testing



Interface Testing – Reminders

- ▶ Some interfaces require downstream processing in order to generate files (i.e., API031)
- ▶ Test with valid data (API002 must use valid Supplier ID values)
- ▶ Don't start with negative testing
- ▶ Check those pipes | !
- ▶ Use exact file naming conventions including capitalized file extension



Florida PALM Reports – Enterprise

- ▶ Enterprise reports are designed to meet specific needs for DFS or other enterprise partners. Examples of specific enterprise needs include:
 - Payroll processing and related management of payroll deductions and taxes
 - Tax reporting for employees and suppliers
 - Bank functions
 - General Revenue cash and activities
 - Monitoring reports to evaluate agency compliance or controls



Florida PALM Reports – Topics

- ▶ Banking – Agency Reports
 - Florida PALM
 - Reconciled Deposits Report (ARR020)
 - Unreconciled Deposits Report (ARR021)
 - Debit Memo (ARR024)
 - ACH Notification of Changes Report (ARR035)
 - Agency Bank Deposit Extract Report (CMR001)
 - CRA Activity Report (CMR028)



Florida PALM Reports – Topics

- ▶ General Revenue – Agency Reports
 - Florida PALM
 - Trial Balance Report (GLR099)
 - Data Warehouse
 - General Revenue Service Charge (IUR002)



Florida PALM Reports – Topics

► Cash – Agency Reports

◦ Florida PALM

- Budget and Cash Checking Exceptions/Warnings Report (KKR058)
- Budgets Overview Page - Spendable Cash Ledger Balances
- Negative Budget and Cash Balances Report (KKR016)
- Cash Basis Transaction Reconciliation Report (GLR171)
- Cash Balances Reconciliation Report (GLR172)
- Trust Fund Cash Balance and Activity Report (KKR059)
- Trial Balance (GLR099)



Florida PALM Reports – Topics

- ▶ Payment / Compliance Monitoring – Agency Reports
 - Florida PALM
 - Outstanding Vouchers Report (APR003)
 - Scheduled Payments Report (APR007)
 - Prompt Payment Report (APR024)
 - Data Warehouse
 - Prompt Payment Compliance Report (APR002)
 - Prompt Payment Interest Paid Report (APR001)
 - Funds Transferred to Unclaimed Property & Funds Exempt from Transfer to Unclaimed Property (APR140)



Florida PALM Reports – Self-Service

- ▶ Agency users will access reports and be limited to information that is applicable to their agency, in accordance with their role responsibilities
- ▶ Enterprise users will access reports and can view results across all or selected agencies, in accordance with their role responsibilities
- ▶ Agency users assigned to the Data Warehouse Author role can create or modify queries to meet specific needs



CONTACT US

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