

# FloridaPALM

Planning, Accounting, and Ledger Management



# ADVISORY COUNCIL MEETING

MAY 13, 2026



# UPDATE AND NEXT STEPS ON UAT QA ACTIVITIES

CANOPY ONE TEAM



# UAT Support Engagement

(Florida DFS / Florida PALM Program)

## Advisory Council Meeting

*May 13<sup>th</sup>, 2026 10.00 AM EST*



# Agenda : UAT Standardization Status (FL-PALM )

- **D1 Deliverable Status** – **Completed**
- **D2 Deliverable Status** – **Completed**
- **D3 Deliverable Status** – **In Review**
- **D4 Deliverable Status** – **In Review**
  - ACFR requirements
  - Draft Submission completed on 05/01
- **D5 Deliverable Status** – **In Progress**
  - Automation is in progress – Enhancements
- **D6 Deliverable Status** – **In Progress**
  - The overall status will be consolidated based on insights from the D2, D3, D4, and D5 reports



# Overview of D4 Deliverable

- **Florida PALM provides a solid compliance foundation**, especially for standard ACFR-related reporting. Most agencies are **not in critical condition**; the dominant status is **“on track” or “partially ready with monitoring.”** The biggest risks are **not systemic PALM failure**, but rather: reliance on **agency business systems and interfaces**
  - **Restricted fund / grant tracking gaps**
  - **Unvalidated reporting outputs**
  - **Timing of remediation through 2026**
- The report groups agencies into two broad categories:
  - **Agencies with no financial reporting requirements beyond ACFR**  
These are lower risk and mostly expected to transition with routine monitoring
  - **Agencies with unique regulatory or reporting requirements beyond ACFR**  
These need closer oversight because they depend on grant reporting, standalone financial statements, external contractors, legacy reporting tools, or complex integrations
- The report also reviews **non-functional compliance (Role-based ,SOD, Org-Security, IAM/SSO, Access Provisioning)**

**“Overall posture is stable”** Florida PALM is broadly positioned to support statewide compliance, and while no agencies are flagged as “not ready,” a subset still requires focused oversight due to high integration complexity, grant or restricted-fund dependencies, or unfinished remediation.



# FL PALM – Executive Status Summary

**Overall Program Status:** ● ON TRACK

The Florida PALM UAT Support Program remains aligned to the planned delivery schedule. All deliverables (UAT QA-D1 through UAT QA-D6) are structured to support statewide readiness, standardized UAT governance, automation deployment, compliance validation, and agency transition readiness Florida PALM rollout

## Key Leadership Risks & Dependencies

### Primary Risks

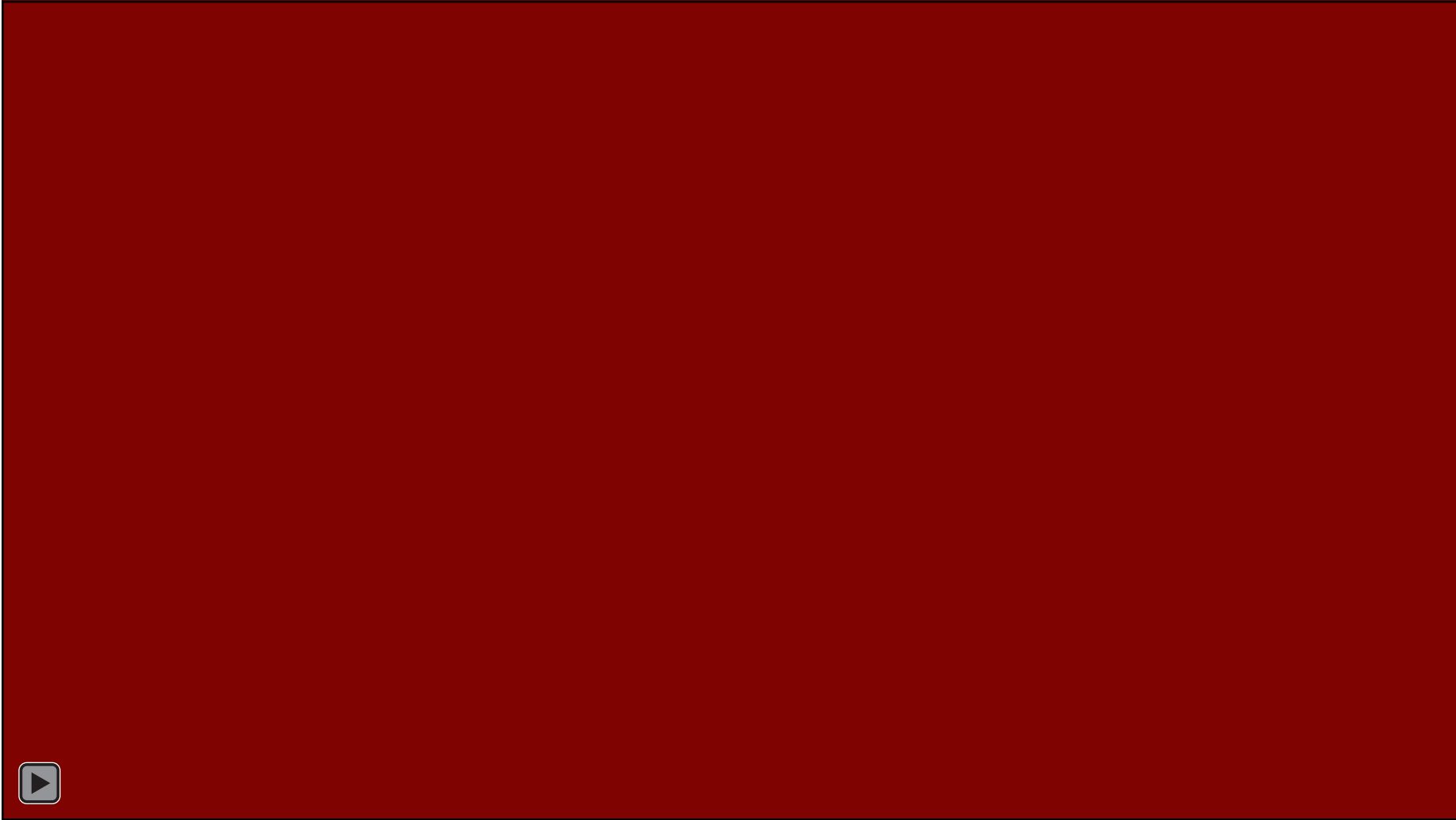
- Delays in agency stakeholder participation or approvals.
- Access provisioning or onboarding delays impacting analyst ramp-up.
- Agency-specific integration or compliance gaps discovered during D4 validation.
- Variability in agency technical maturity affecting automation adoption.

### Mitigation Actions

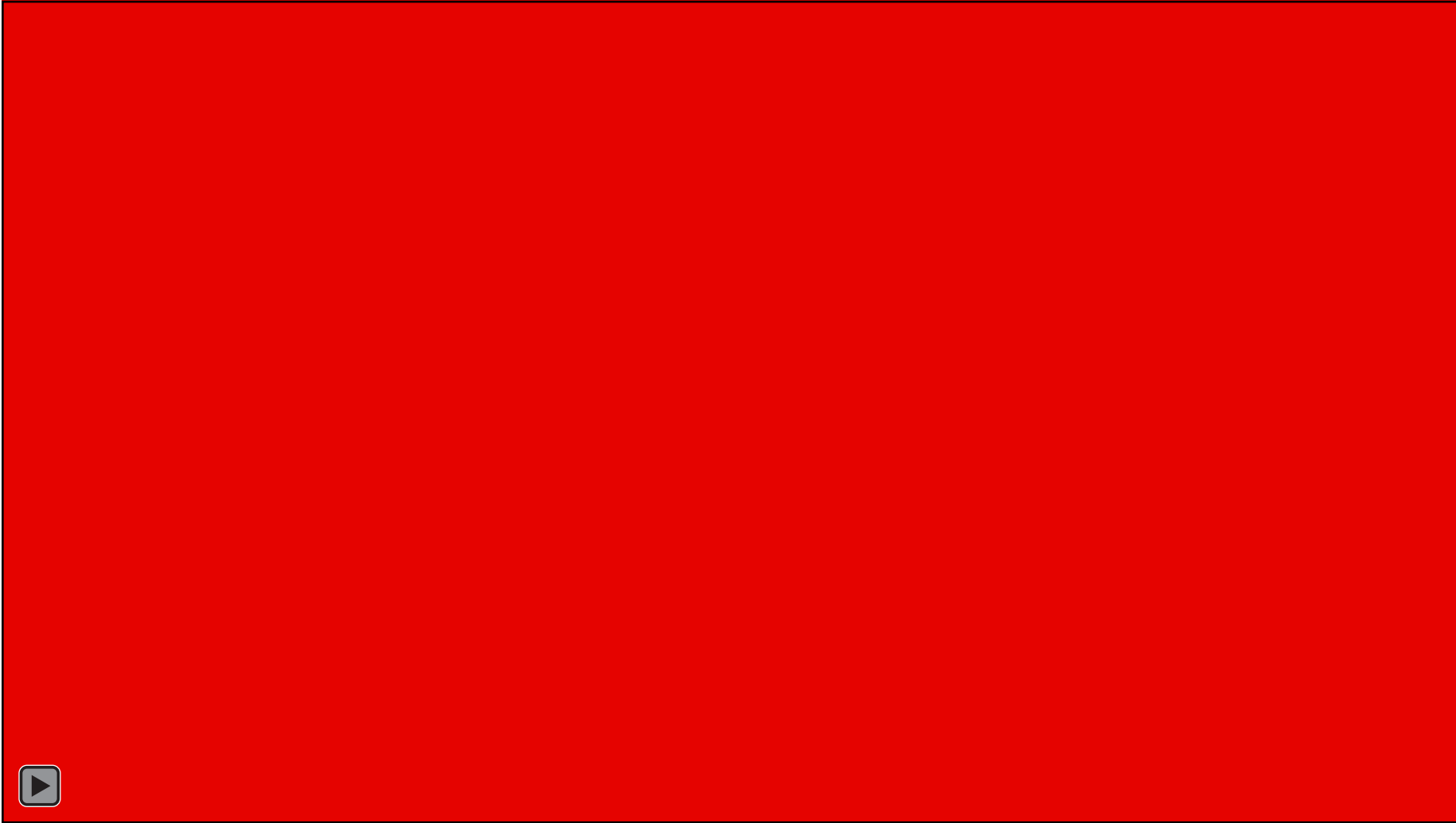
- Escalation pathways established through the program RACI structure.
- Dedicated onboarding and staffing continuity management.
- Standardized reporting templates and governance cadence.
- Reusable automation assets and phased deployment approach.
- Agency feedback incorporation checkpoints built into D2–D5 activities.



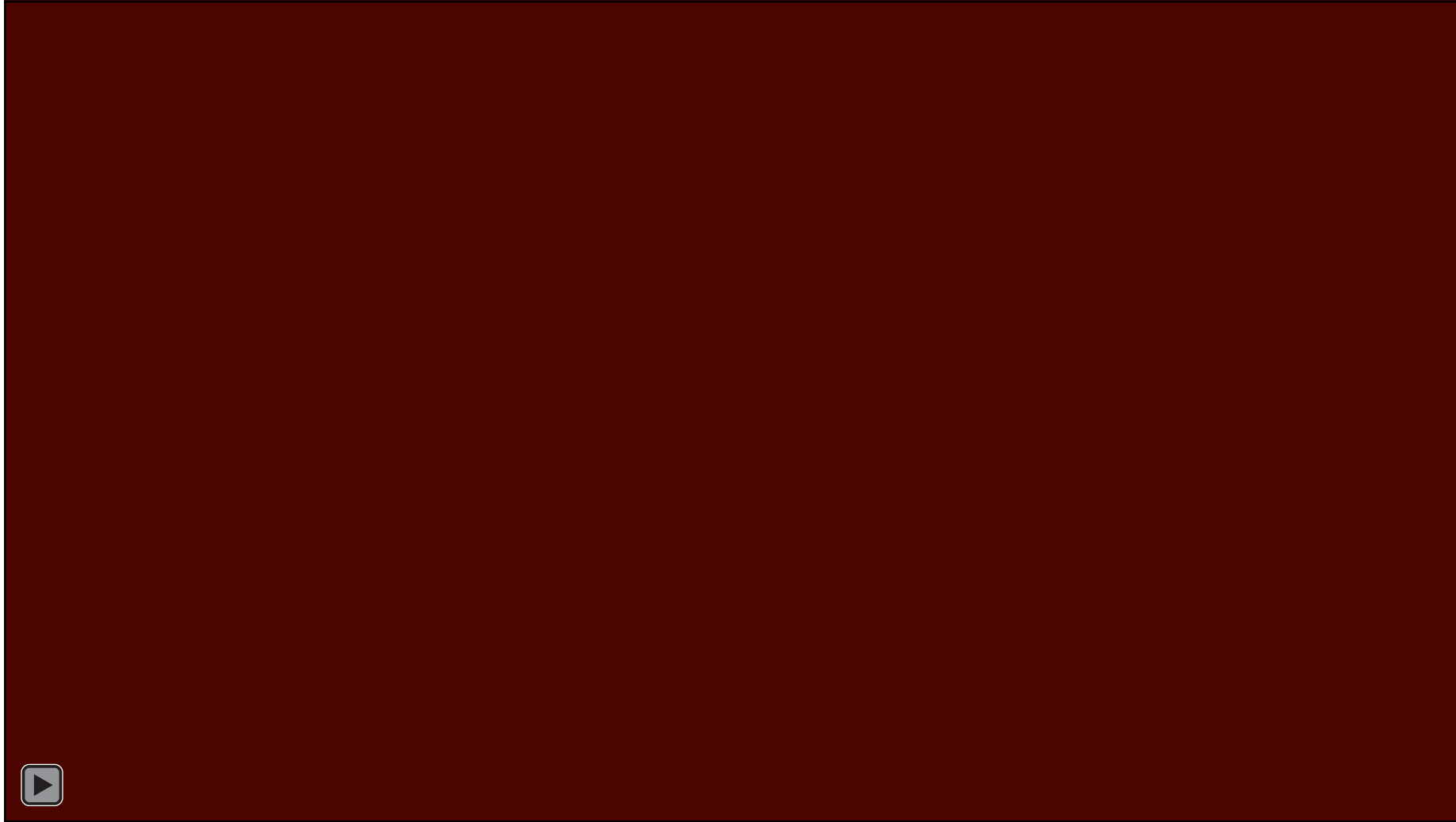
# PALM Validator Verify Functionality



# PALM Validator Verify Functionality (Failure Scenario)



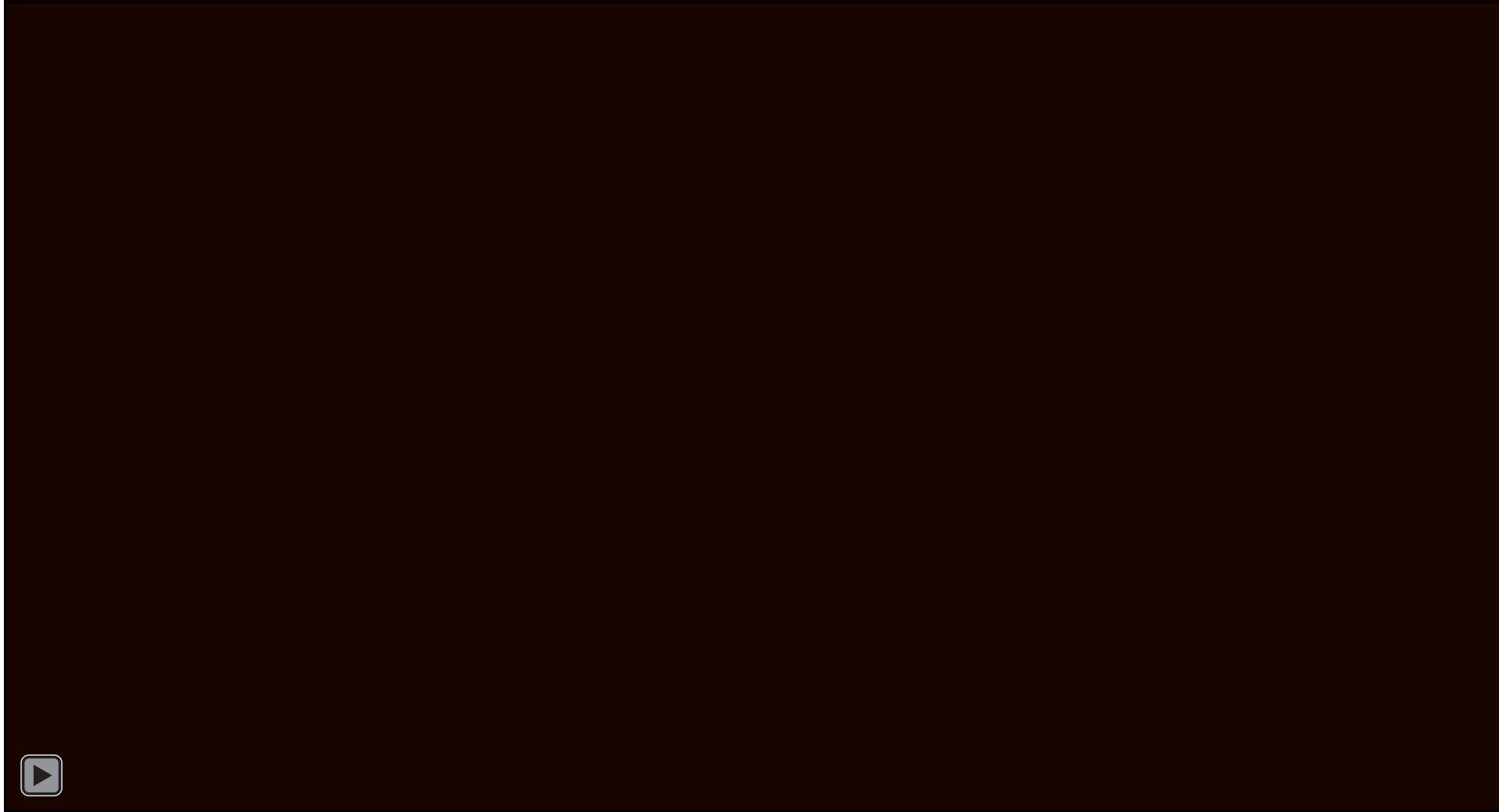
# PALM Validator - Interfaces



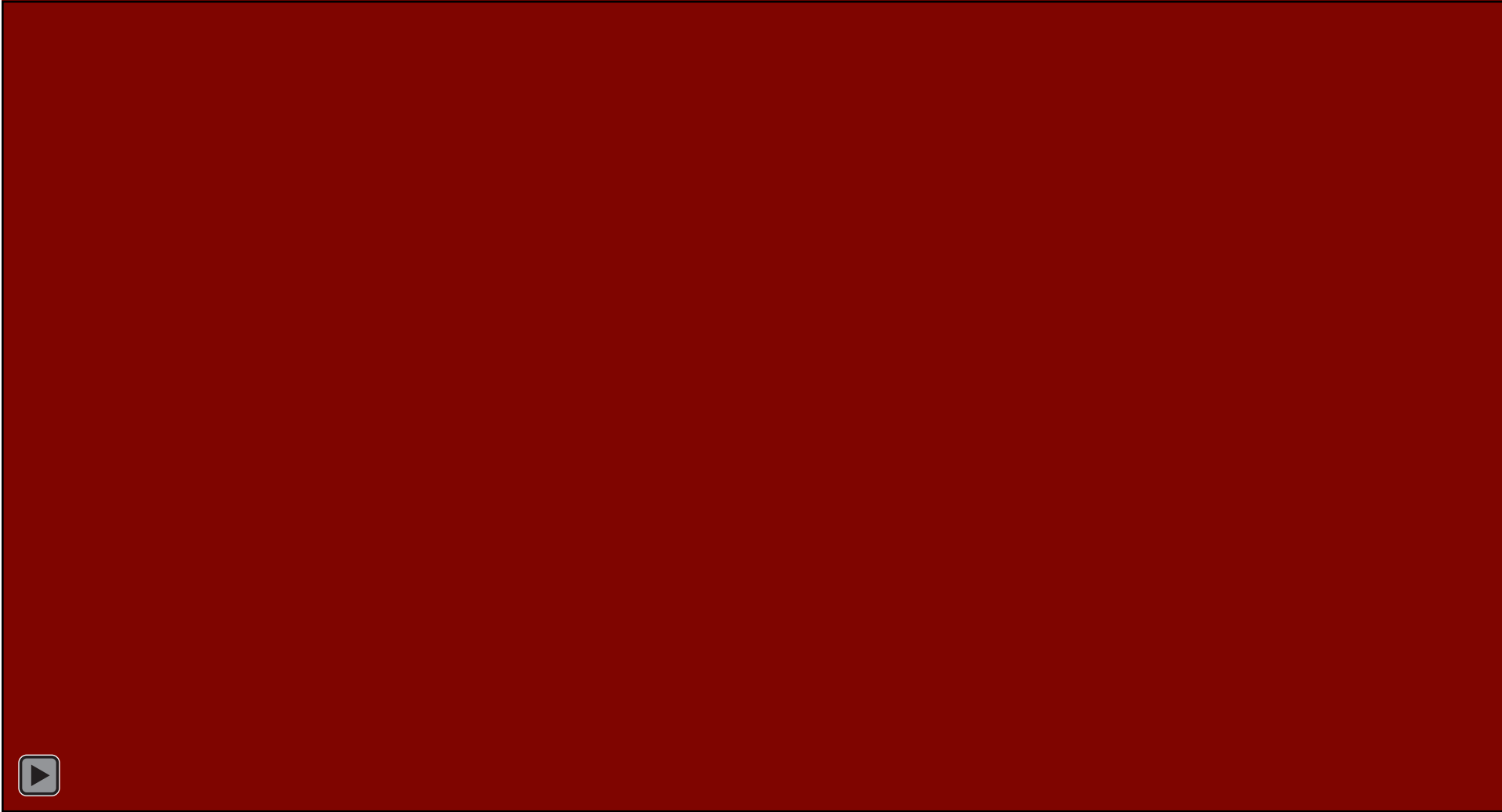
# PALM Validator – Folder Verification



# PALM Validator – Edit Schema's Valid Values



# PALM Validator - Clear Schema Modifications



# PALM Validator – Code Insights

https://github.com/canopyonesolutions/FloridaPalmParser/tree/main

Issues Pull requests 5 Actions Projects Wiki Security and quality Insights Settings

FloridaPalmParser Private Edit Pins Watch 0 Fork 0 Star 0

main 28 Branches 0 Tags Go to file Add file Code

SethC50 change Agency Invoice No to ID (#147) 3bdf829 · 16 hours ago 121 Commits

.github/workflows	Update pull request trigger types in tests workflow	2 months ago
config	Feat/prompt user question (#100)	2 weeks ago
fixtures	Fixed KKI001 Account Field and Ledger Group Bug (#107)	2 weeks ago
gui	Maint/abstract error window (#116)	last week
installers	add excel parser to core and fix deprecation warnings (#83)	3 weeks ago
parsers	Improved error messages (#138)	3 days ago
sample_txt	add fixed file for FDOT_AMI003 (#139)	18 hours ago
schemas	change Agency Invoice No to ID (#147)	16 hours ago
spreadsheets	fix git mistake	2 months ago
tests	add fixed file for FDOT_AMI003 (#139)	18 hours ago
tools	Add config values for API002, ARI007, and ARI034 (#24)	2 months ago
.gitignore	Replace pause with timeout in setup scripts for smoother exit...	last month
.python-version	fix git mistake	2 months ago
PALM Validator CLI.spec	add excel parser to core and fix deprecation warnings (#83)	3 weeks ago


About Parser for Florida Palm

- Readme
- Activity
- Custom properties
- 0 stars
- 0 watching
- 0 forks
- Audit log

Releases No releases published [Create a new release](#)

Packages No packages published [Publish your first package](#)

Contributors 7



# Closing & Q/A

Thank you for attending the Florida PALM Advisory Council Meeting .

We look forward to partnering with the State of Florida to deliver a standardized, automated, compliant, and agency-ready UAT program.

## **Questions & Discussion**





**CANOPYONE**

# Thank You.

Canopy One Solutions  
4229 Lafayette Center Drive  
Suite 1625  
Chantilly, VA 20151



[/canopyonesolutions](#)



[/CanopyOne](#)




[/canopy-one-solutions-inc](#)

# CROSS-AGENCY RISK AND ISSUES

DIPAK ROY





# Cross-Agency Risk & Issue Update to PALM Advisory Council

May 13<sup>th</sup>, 2026

# Agenda

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- Background & Process
- Current Status
- Cross-Agency Risk Register

# Background

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Collaborate to avoid duplication

Proactive approach in risk mitigation

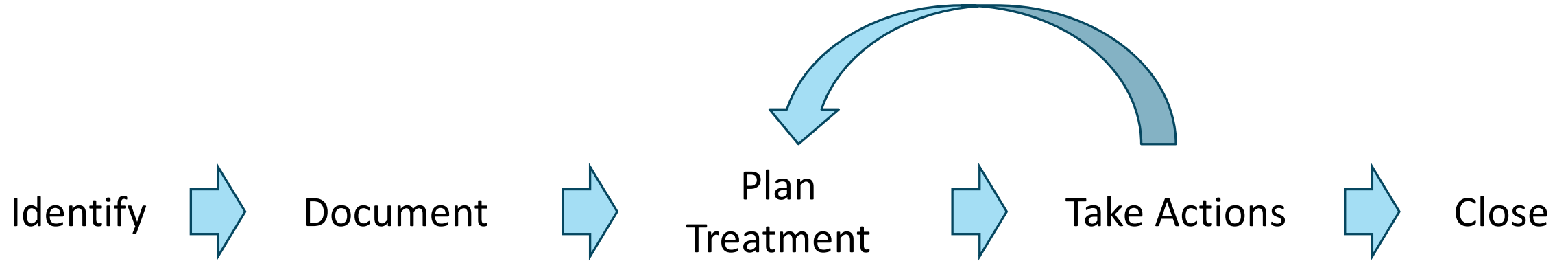
Share solutions and best practices

Improve transparency and collaboration between agencies and project team



# Process

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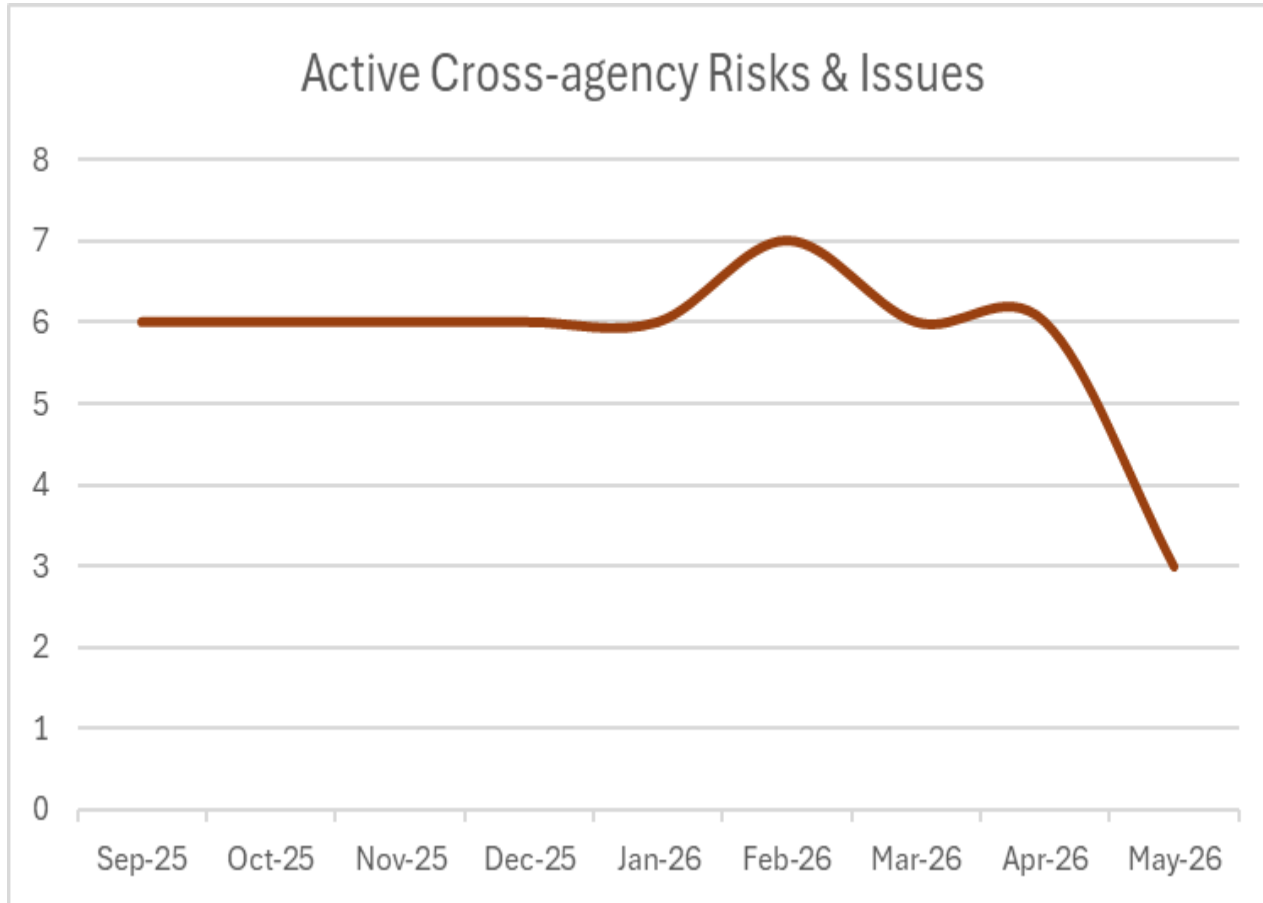
Voluntary forum, meet on bi-weekly basis

20 agencies participate and collaborate

IV&V and FL[DS] provide consultations & support

Work with the PALM project team

# Status



## Category 1: Florida PALM

- 3 Risks & Issues

## Category 2: Between Agencies

- None

## Cross-agency Assumptions/ Concerns

- 7 (currently in discussion)

\* In last 3 months we were able to Close 4 risks/issues and Opened 1

# Few details of Risk & Issue

Risk Id	Risk & Issue Description	Impacted Agencies
2	Challenges around availability of Interface files (Inbound and Outbound) and lack of timely communication may lead agencies not to be able to complete the Cycle-2 and Cycle 3 testing on timely manner.	FDOT, DOE, FDC, FCOR, DOH, DCF, FDLE
4	Uncertainty around Data Warehouse Data and Access, especially around self-service reports capabilities, may cause a delay in agency planning or rework.	FDOT, DOH, FDLE, DOR
7	Several changes to the process steps documentation in the Knowledge Center during UAT, adding to the agency rework.	FDC, FCOR, DEP, APD, FDLE

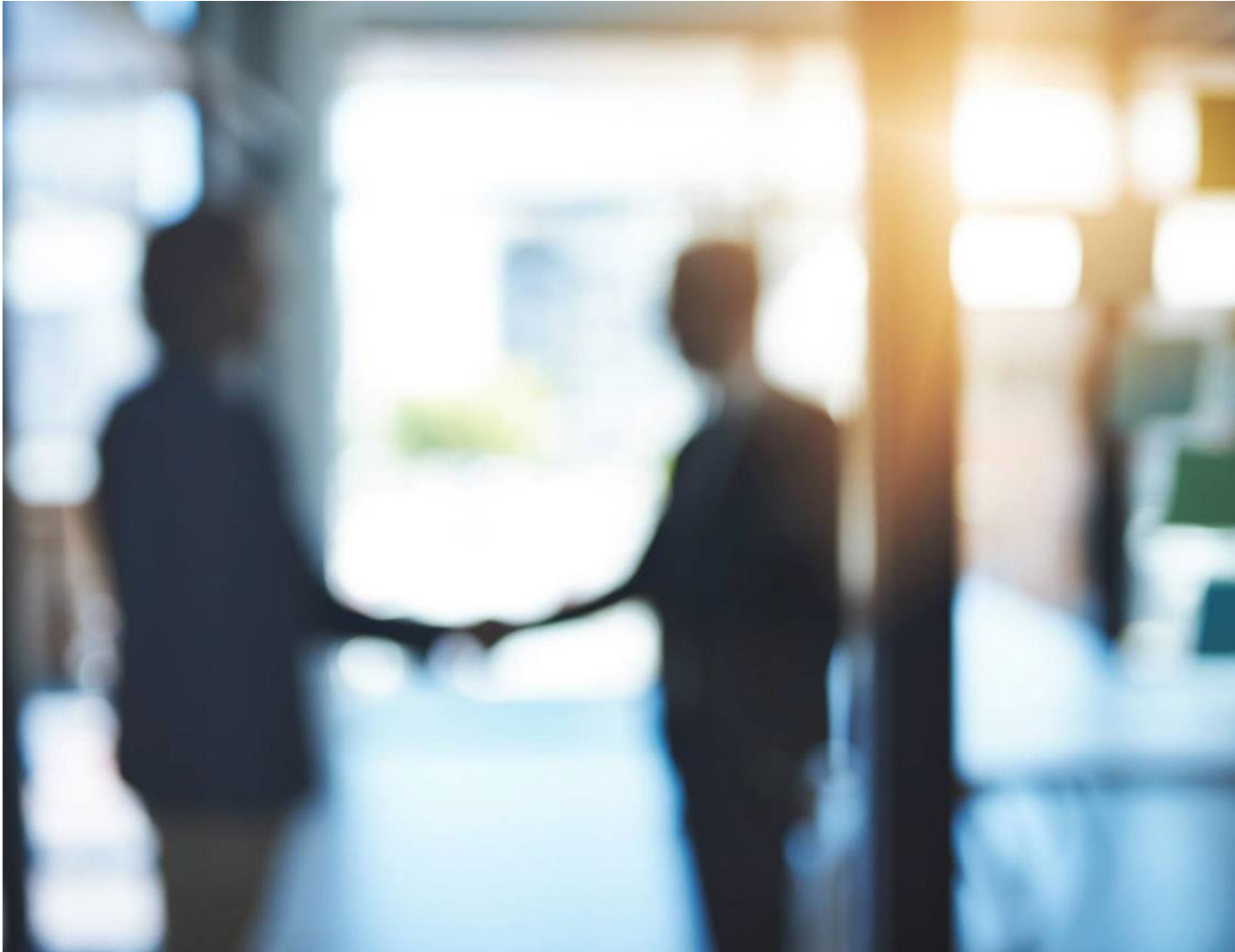
## Risk Register



Cross-Agency Risk Register

# Few details of the Assumptions/ Concerns

Id	Assumptions/ Concerns Description	Operational Element
2	Concerns: Due to limitations in documentation on PALM data model/ data dictionary, the agencies essentially need support from FL PALM project team to complete data elements crosswalk between FLAIR and PALM systems.	Technology Readiness
5	Concerns: Lack of central governance of Enterprise systems testing leading agencies to receive no/ minimal information. This is impacting the agency testing of the Enterprise systems testing within the UAT schedule.	Technology Readiness
6	Concerns: Objectives and value of CanopyOne engagement to the agency UAT is unclear.	Technology Readiness
7	Concerns: Lack of transparency on the defect metrics and fix schedule; some defects are marked as 'resolved' against workarounds or linked to a master defect. Known Issues list is not exhaustive.	Technology Readiness
9	Concerns: Agency is experiencing Slowness in PALM system around afternoon. Performance testing by PALM is still in-progress, therefore metrics not available currently	Technology Readiness
8	Concerns: Need more information on smoke testing based on Dry Run 4 data.	Data Readiness
1	Assumptions: Data security / compliance of Prod data used in the Pre-UAT and UAT environment for Testing.	Project Management



Thank you !

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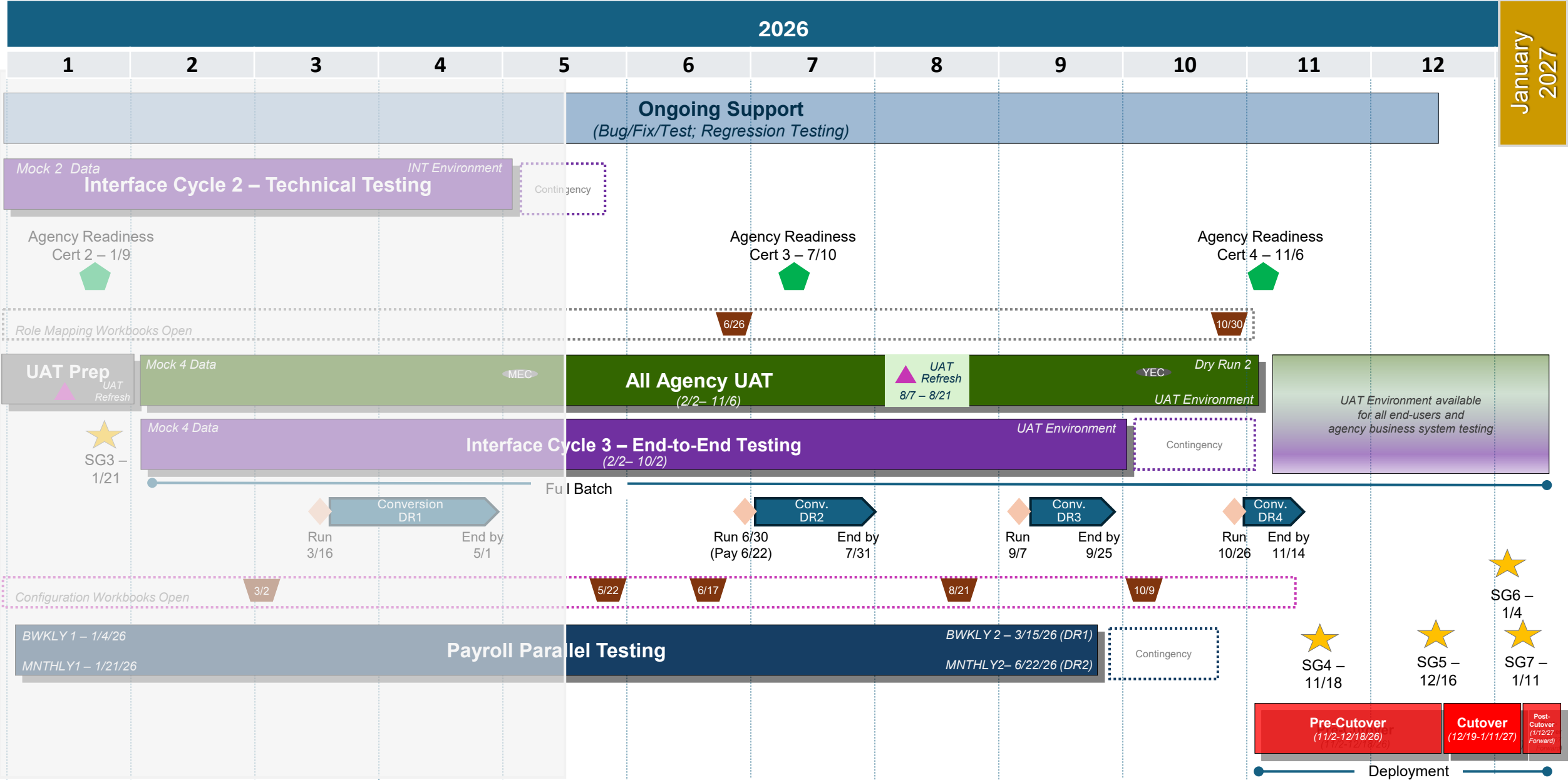
# TESTING AND CUTOVER PLANNING

OPEN DISCUSSION



# Testing Timeline

As of May 11, 2026



# Testing and Cutover Planning

## ▶ Key Considerations

- Cutover planning and actual downtime will continue to be fine tuned as we work through subsequent Dry Runs
- Goal is to move as many of the activities to pre-cutover as possible to reduce downtime
- Accurate agency workbooks and clean agency data speed up the cutover process – i.e., the more data and configurations that require additional cleaning during the cutover will slow the process down and result in a longer downtime window
- Critical payment processing considerations are being reviewed to determine how to handle; agencies should continue to identify needs



# Testing and Cutover Planning

<b><i>DRAFT as of 04/23/2026</i></b>		
<b>Activity</b>	<b>Start</b>	<b>End</b>
Pre-Cutover	11/2/2026	12/11/2026
Production ChartField Configuration Freeze	11/13/2026	1/11/2027
Stage Gate 4 - Agency Readiness (ESC Decision)	11/18/2026	11/20/2026
Stage Gate 5 - Deployment Readiness (ESC Decision)	12/16/2026	12/18/2026
Departmental FLAIR Payment Processing Ends	12/18/2026	12/18/2026
Central FLAIR, PYRL Payment Processing, and Processing of Florida PALM Files Ends	12/23/2026	12/24/2026
Florida PALM Cash Management Processing Stops (i.e., final FLAIR files are processed)	12/23/2026	12/24/2026
FLAIR Refresh and Backups	12/24/2026	12/26/2026
Create copy of the Florida PALM Production System and Infrastructure (contingency restore point)	12/24/2026	12/27/2026
Florida PALM - QAS (Production Test) Environment Refresh (will be used to monitor banking activity)	12/26/2026	12/27/2026
PeopleTools Upgrade (starts with production Florida PALM environment)	12/26/2026	12/28/2026
Financials Code Migration	12/28/2026	12/29/2026
Conversion File Creation	12/26/2026	12/30/2026
Conversion File Processing & Validations - Payroll	12/27/2026	12/31/2026
Conversion File Processing & Validations - Financials	12/29/2026	1/3/2027
Catch-Up Processing Payroll	1/1/2027	1/3/2027
Payroll Input File Comparisons	1/2/2027	1/3/2027
Stage Gate 6 - Continue Deployment (Project Director Decision)	1/4/2027	1/4/2027
Biweekly Payroll Processing/Payment	1/4/2027	1/8/2027
Catch-Up Processing Financials (i.e., banking files)	1/3/2027	1/10/2027
Stage Gate 7 - Go-Live (ESC Decision)	1/11/2027	1/11/2027
Activate Full Batch Stream (occurs after Stage Gate 7 Decision)	1/11/2027	1/11/2027
Unlock Users (7 am)	1/12/2027	1/12/2027



# Testing and Cutover Planning

*Project / Agency / Both*

Topic	During the Last Month	During the May and June <i>Readiness Certification #3 is Due 7/10</i>	Challenges / Areas for Increased Support
User Acceptance Testing	<ul style="list-style-type: none"> <li>Completed In-Person UAT</li> <li>Participated in Office Hours and agency-specific meetings</li> <li>Logged, triaged, or worked tickets</li> <li>Continued testing business processes</li> </ul>	<ul style="list-style-type: none"> <li>Continue testing business processes</li> <li>Continue to update documentation as testing progresses</li> <li>Complete updates to Role Mapping workbook by 6/24 (used for UAT Refresh)</li> </ul>	<ul style="list-style-type: none"> <li>Increasing the volume of agency testing (e.g., users and scenarios)</li> <li>Resolving tickets (e.g., implementing fixes, providing clarification)</li> </ul>
Interface Testing	<ul style="list-style-type: none"> <li>Continued Cycle 2 and Cycle 3 testing</li> <li>People First, MFMP, STMS, and FACTS continued their UAT activities</li> </ul>	<ul style="list-style-type: none"> <li>Continue testing business systems</li> <li>Suspend Cycle 2 Testing for any systems that have not completed</li> <li>Begin Cycle 3 testing with JPMorgan</li> </ul>	<ul style="list-style-type: none"> <li>Expanding the transaction volumes to support Cycle 3</li> </ul>
Configuration / Conversion	<ul style="list-style-type: none"> <li>Began reviewing DR1 results</li> <li>Completed 99% of DR1 tasks and began debrief in preparation for DR2</li> </ul>	<ul style="list-style-type: none"> <li>Complete updates to Configuration / Conversion Mapping Workbooks by 5/22 and 6/17 for DR2</li> </ul>	<ul style="list-style-type: none"> <li>Completing data cleansing / resolving errors and maintaining configuration workbooks</li> </ul>
Training	<ul style="list-style-type: none"> <li>Published or enhanced Process Steps and Knowledge Center (KC) content</li> <li>Continued updating Training Plans</li> </ul>	<ul style="list-style-type: none"> <li>Begin or continue agency-specific training build</li> <li>Continue to update Process Steps and KC content</li> <li>Begin developing project-provided training materials</li> </ul>	<ul style="list-style-type: none"> <li>Timing for completing materials based on agency expectations</li> <li>Desire for training users before allowing them to interact with the UAT environment</li> </ul>
Cutover Planning	<ul style="list-style-type: none"> <li>Met with several stakeholders to clarify the cutover timeline and activities</li> </ul>	<ul style="list-style-type: none"> <li>Continue identification of agency-specific payments or critical processes</li> </ul>	<ul style="list-style-type: none"> <li>Identifying all impacted payments or processes</li> <li>Determining viable alternatives for processing payments or deposits</li> <li>Reducing the cutover window below two weeks</li> </ul>

# AC MEMBER-REQUESTED TOPICS

OPEN DISCUSSION



# AC Member-Requested Topics

- ▶ Customer Refunds – *Requested by DFS & A&A*
- ▶ Payments Between Agencies – *Requested by A&A*
- ▶ Options for AR Write Off Processes in Florida PALM – *Requested by A&A*



# NEXT MEETING

JUNE 17, 2026

FIRST DISTRICT COURT OF APPEAL



CONTACT US

[FLORIDAPALM@MYFLORIDACFO.COM](mailto:FLORIDAPALM@MYFLORIDACFO.COM)

PROJECT WEBSITE

[WWW.MYFLORIDACFO.COM/FLORIDAPALM/](http://WWW.MYFLORIDACFO.COM/FLORIDAPALM/)

KNOWLEDGE CENTER

[HTTPS//:MYFLORIDACFOFLORIDAPALM.US.DOCUMENT360.IO](https://:MYFLORIDACFOFLORIDAPALM.US.DOCUMENT360.IO)

