

# FloridaPALM

Planning, Accounting, and Ledger Management





AUGUST 1, 2024



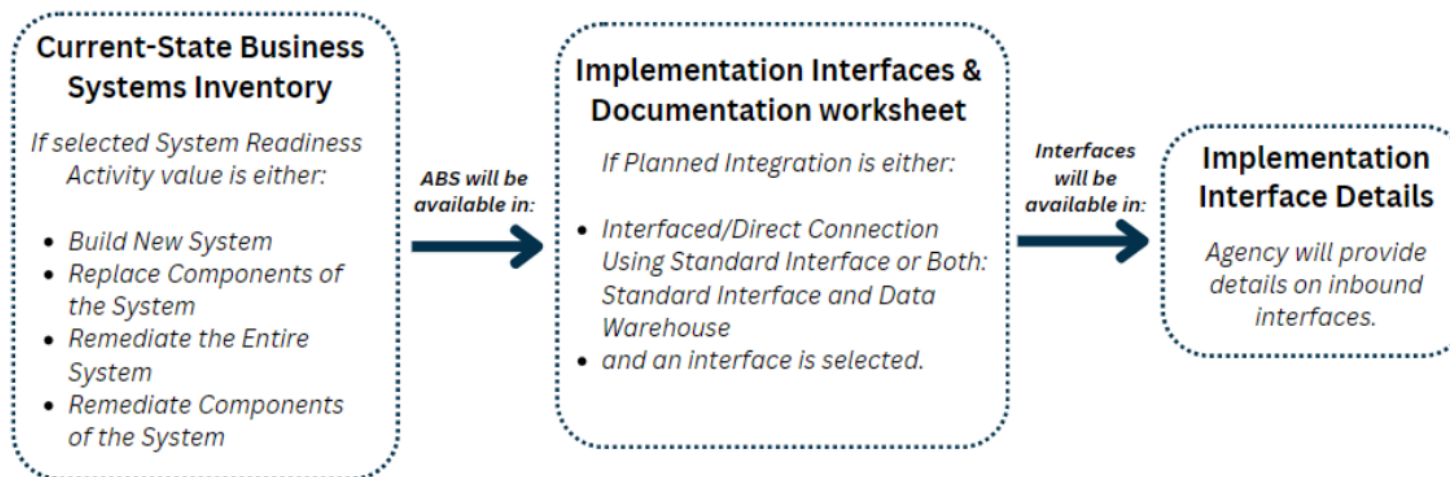
# Agenda

- Segment IV Tasks – What’s New, What’s Important to Know
  - 544 – Update Agency Business System Documentation
  - 546 – Update Florida PALM Interface Inventory
  - 542 – Complete Data Readiness Analysis and Data Cleansing Activities
  - 545A&B– Update & Finalize Florida PALM Conversion Inventory
  - 543 – Identify Change Impacts and Update Agency Business Process Documentation
  - 541A&B – Complete Configuration Workbooks
- Reminders
- Questions



# Task Spotlight: 544 – Update Agency Business System Documentation/ 546 – Update Florida PALM Interface Inventory **Due October 18**

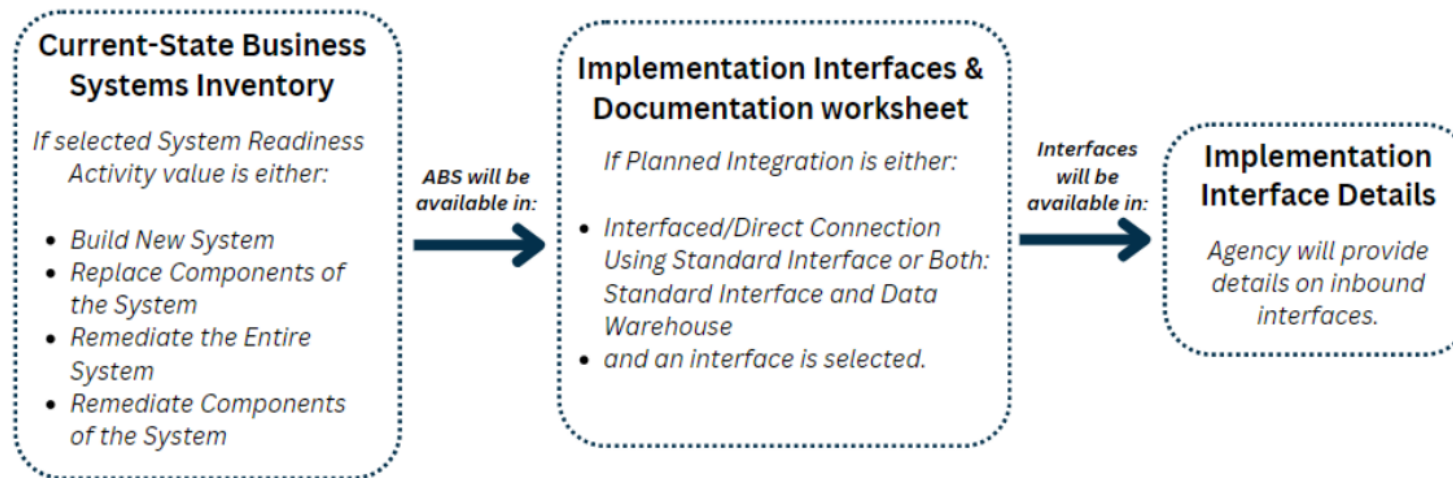
- Direct Impact on Planning & Interface Testing
- Review current state ABS Inventory to confirm System Readiness Activity plans
- Segment IV related interface layouts will be published to Knowledge Center along with other related workshop related materials
- New Worksheet – Implementation Interface Details



# Task Spotlight: 544 – Update Agency Business System Documentation/ 546 – Update Florida PALM Interface Inventory **Due October 18**

## Implementation Interface Details Worksheet

- All interfaces will be prepopulated based on selection in *Implementation Interfaces & Documentation Worksheet*
- Additional Information Needed for Inbound Interfaces Only:
  - Frequency of File Transfer
  - Normal Number of Transactions Per File
  - Peak Number of Transactions Per File



# Task Spotlight: 545A – Update & Finalize Florida PALM Conversion Inventory

## Subtask 545-A Due October 18

Segment IV conversions:

- KKC001 Budgets
- **PCC001 Projects**
- **PCC002 Project Life-to-Date-Balances**
- PRC004 Garnishments
- PRC017 Department Budget Position Funding Load
- PRC021 W2 Employee Totals
- GLC001 Ledger

Forms Connections Dynamic View DEMO Conversion Inventory & Data Readiness

Grid View Filter Arial 10 B I U S A

Data Type	Florida PALM Conversion(s)	Primary Source System(s)	Conversion Needed	Agency Data Outside of Primary Source System(s)	Agency Maintained Data Source	Conversion Confirmation	Da Ev
Budget	KKC001 - Budgets	FLAIR	Yes			<input checked="" type="checkbox"/>	
Projects	PCC001 - Projects	FLAIR				<input type="checkbox"/>	
Project Financial Data	PCC002 - Project Life-to-date Balances	FLAIR				<input type="checkbox"/>	
Payroll	PRC004 - Garnishments	FLAIR	Yes			<input checked="" type="checkbox"/>	
Payroll	PRC017 - Department Budget Position Funding Load	N/A	Yes			<input checked="" type="checkbox"/>	
Payroll	PRC021 - W-2 Employee Totals	FLAIR	Yes			<input checked="" type="checkbox"/>	



# Task Spotlight: 545A&B – Update & Finalize Florida PALM Conversion Inventory

## Subtask 545-B: Due August 23

Provide the agency-specific conversion values needed for Projects (PCC001).

- Located in the Secure File Share
- Guidance in PCC001 Supplemental
- Due August 23, 2024
- Agencies with no active Project records are not required to complete (AHCA, CIT, DOL, FCOR, FGCC, PSC)

Forms Connections Dynamic View DEMO Conversion Inventory & Data Readiness

Grid View Filter Arial 10 B I U S % A

Data Type	Florida PALM Conversion(s)	Primary Source System(s)	Conversion Needed	Agency Data Outside of Primary Source System(s)	Agency Maintained Data Source	Conversion Confirmation	Da Ev
Budget	KKC001 - Budgets	FLAIR	Yes			<input checked="" type="checkbox"/>	
Projects	PCC001 - Projects	FLAIR				<input type="checkbox"/>	
Project Financial Data	PCC002 - Project Life-to-date Balances	FLAIR				<input type="checkbox"/>	
Payroll	PRC004 - Garnishments	FLAIR	Yes			<input checked="" type="checkbox"/>	
Payroll	PRC017 - Department Budget Position Funding Load	N/A	Yes			<input checked="" type="checkbox"/>	
Payroll	PRC021 - W-2 Employee Totals	FLAIR	Yes			<input checked="" type="checkbox"/>	



# Task Spotlight: 542 – Complete Data Readiness Analysis and Data Cleansing Activities

## Important to Know!

- Data readiness activities only required if converting Projects.
  - Complete Data Readiness Evaluation
  - Create Data Cleansing Plan
  - Complete Data Clean Up and Monitor for Conversion
- Agency Readiness Guidance has been updated for Projects.





# Task Spotlight: 543 – Identify Change Impacts and Update Agency Business Process Documentation

Due October 18

## Important to Know!

- Level of Impact – No Uncertain
- Foundation for UAT Readiness



Related Business Process Model(s)	Level of Impact - People Changes	Pe Cl Co
30.3 Enter and Process Vouche	Medium	
30.4 Process Payments		
30.5 Manage Payments		
20.2.1 Manage Budget Checkin	Uncertain	
10.1 Set Up and Maintain Chart		

# Task Spotlight: 541A&B – Complete Configuration Workbooks

Subtask	Configuration Workbook Description	Planned Dates
541-A	Agencies will be required to complete the Project Costing (PC) Configuration Workbook, establishing the <b>optional</b> PC Source Type, PC Category, or PC Subcategory configurations, if needed by the agency.	July 22, 2024 – Sept. 6, 2024
541-B	<u>Select</u> agencies will be required to complete the Cash Management (CM) Configuration Workbook, establishing Consolidated Revolving Account configurations.  <b>Applicable Agencies:</b> AHCA, APD, COM, DBPR, DCF, DEP, DFS, DLA, DOH, EOG, FDACS, FDLE, FDOT, HSMV, JAC, LEG	July 22, 2024 – Sept. 6, 2024
541-C	Agencies will be required to:  1) Complete the SpeedKey Configuration Workbook, establishing the <b>required</b> SpeedKey(s) (i.e., Payroll, Pcard), and any other <b>optional</b> SpeedKey configuration values needed by the agency.  2) Complete the Payroll (PR) Configuration Workbook, establishing position level funding split configurations.	Aug 26, 2024 – Sept. 27, 2024

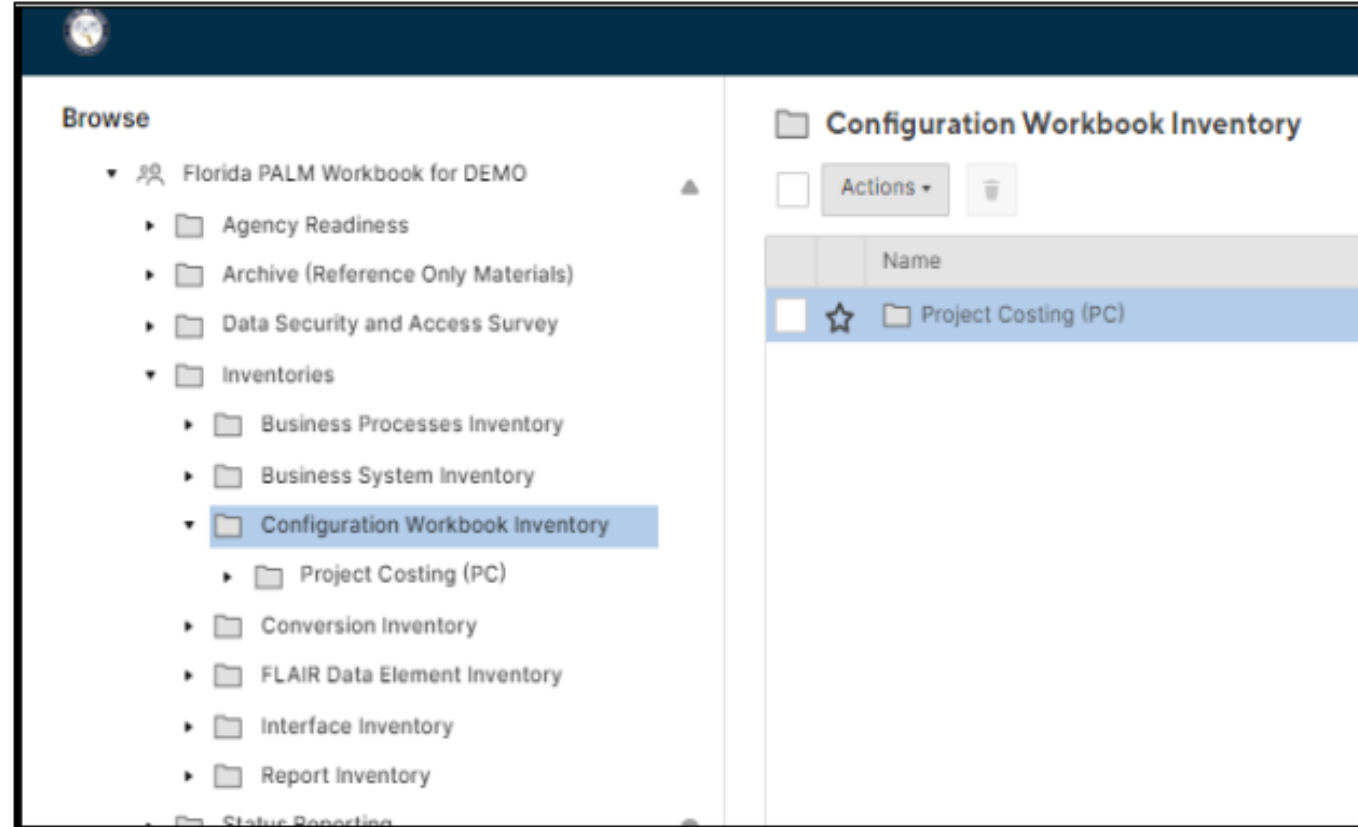


# Task Spotlight: 541A&B – Complete Configuration Workbooks

## 541A – Project Costing (PC)

Due September 6

Module	Configuration Worksheets
Project Costing (PC)	<ul style="list-style-type: none"><li>• PC Source Type</li><li>• PC Category</li><li>• PC Subcategory</li></ul>



# Task Spotlight: 541A&B – Complete Configuration Workbooks

## 541B – Cash Management (CM) for Select Agencies

Due September 6

- In Secure File Share
- Applicable Agencies: AHCA, APD, COM, DBPR, DCF, DEP, DFS, DLA, DOH, EOG, FDACS, FDLE, FDOT, HSMV, JAC, LEG

Module	Configuration Worksheet
Cash Management (CM)	<ul style="list-style-type: none"><li>• Consolidated Revolving Accounts</li></ul>



# Reminder: Upcoming Due Dates - August

## August 2

- ✓ 535 – Update Workforce Readiness Plan

## August 16

- ✓ 536A - Create Agency Specific User Acceptance Testing Plan

## August 23

- ✓ 545-B - Update and Finalize Florida PALM Conversion Inventory for Segment IV

## August 29

- ✓ 539 - Manage Agency-specific Implementation Schedule, Risks and Issues
- 529 - Update Florida PALM Conversion Inventory for Segment III
- ✓ 530 - Update Florida PALM Interface Inventory for Segment III



# Questions?



# CONTACT INFORMATION

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