

FloridaPALM

Planning, Accounting, and Ledger Management





AUGUST 1, 2024



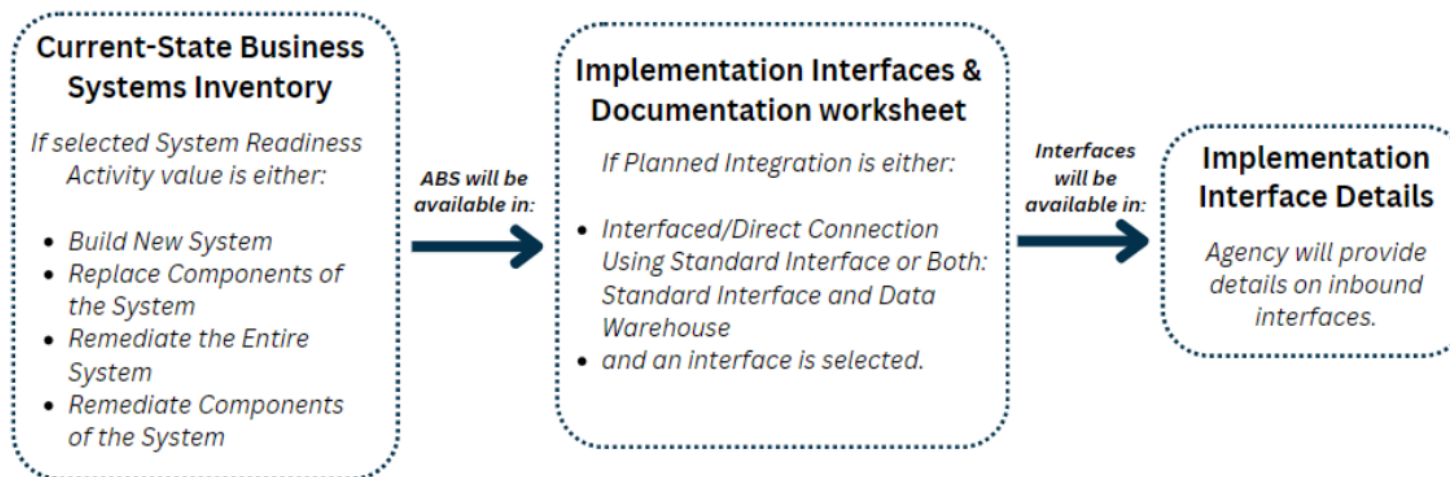
Agenda

- 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**

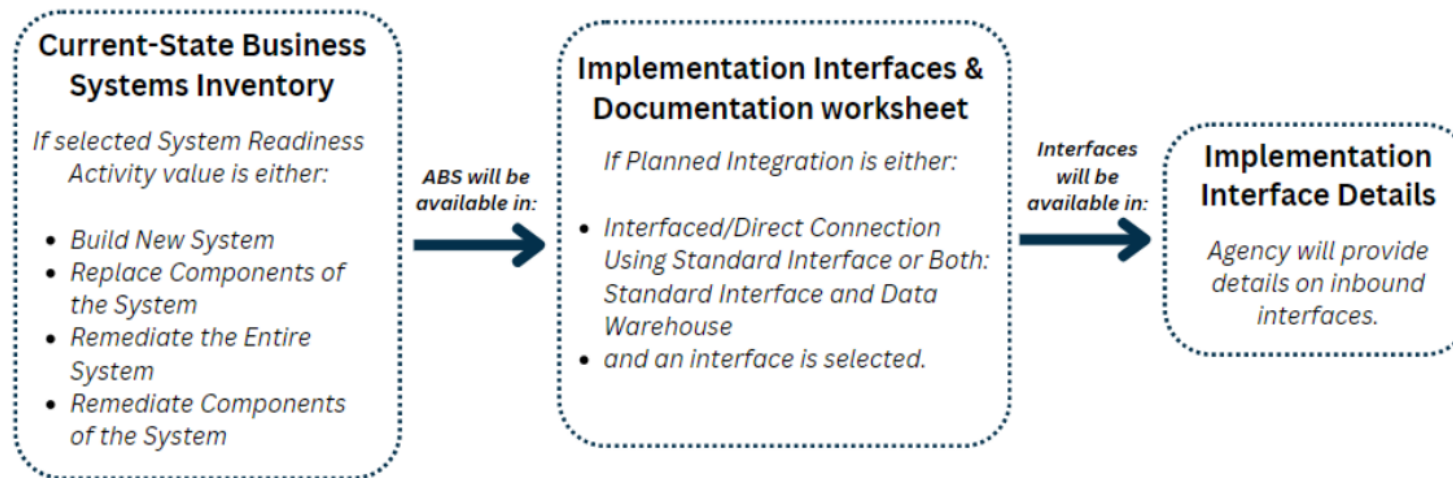
- Direct Impact on Planning & Interface Testing
- Review current state ABS Inventory to confirm System Readiness Activity plans
- Segment IV related interface layouts will be published to Knowledge Center along with other related workshop related materials
- New Worksheet – Implementation Interface Details



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 optional 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. Applicable Agencies: 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 required SpeedKey(s) (i.e., Payroll, Pcard), and any other optional 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

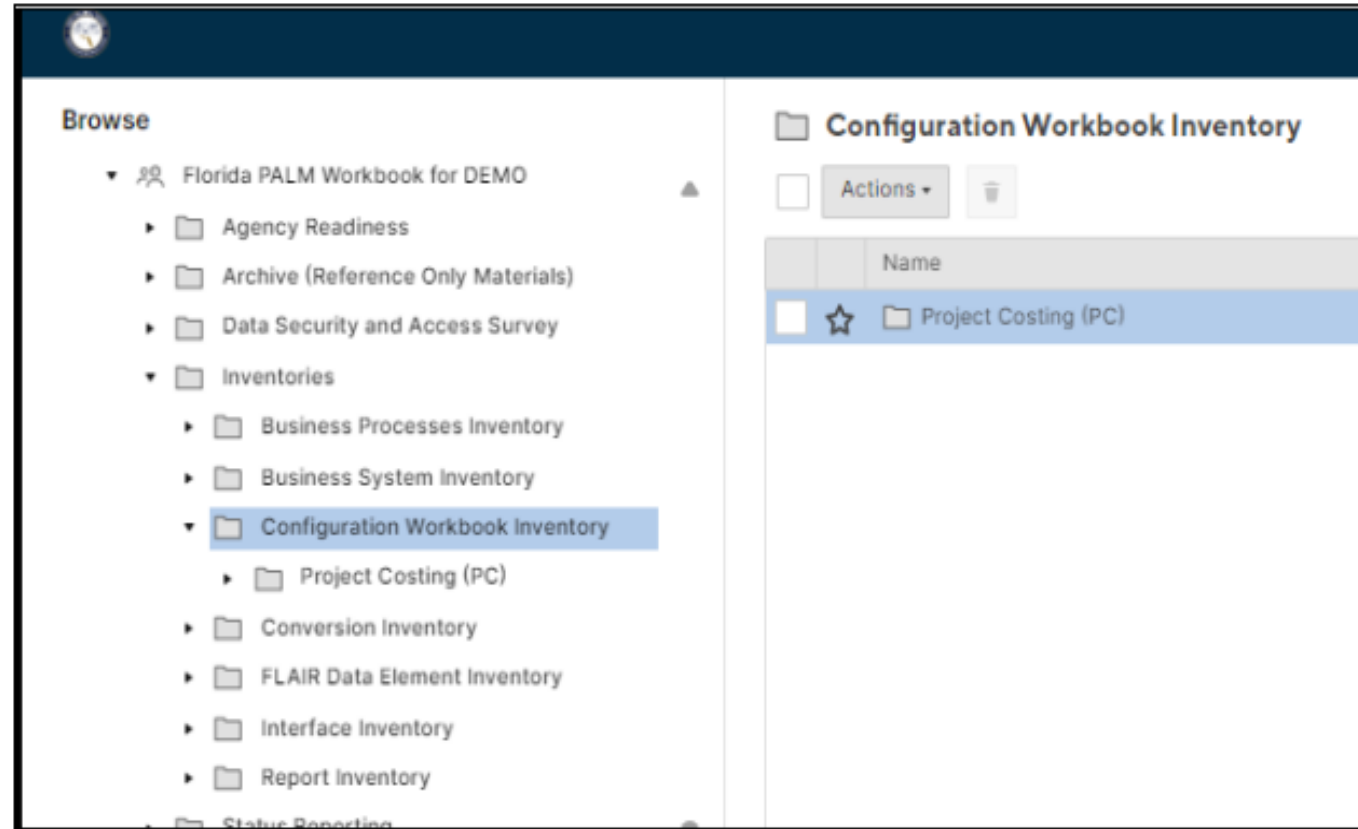


Task Spotlight: 541A&B – Complete Configuration Workbooks

541A – Project Costing (PC)

Due September 6

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



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">• Consolidated Revolving Accounts



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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